



Hampstead Heath, Highgate Wood and Queen's Park Committee

Date: MONDAY, 23 NOVEMBER 2015

Time: 1.45 pm

Venue: COMMITTEE ROOMS, 2ND FLOOR, WEST WING, GUILDHALL

Members:

Virginia Rounding (Chairman)	Alderman Ian Luder (Ex-Officio Member)
Jeremy Simons (Deputy Chairman)	Graeme Smith (Ex-Officio Member)
Deputy John Barker	Councillor Melvin Cohen (London Borough of Barnet)
Dennis Cotgrove	Martyn Foster (RSPB)
Karina Dostalova	Councillor Sally Gimson (London Borough of Camden)
Revd Dr Martin Dudley	John Beyer (Heath & Hampstead Society)
Michael Hudson	Maija Roberts (Ramblers Association/Open Spaces Society)
Clare James	Philip Wright (English Heritage)
Edward Lord	
Professor John Lumley	
Barbara Newman	

Enquiries: David Arnold
david.arnold@cityoflondon.gov.uk
020 7332 1174

Lunch will be served in Guildhall Club at 1PM
NB: Part of this meeting could be the subject of audio or video recording

John Barradell
Town Clerk and Chief Executive

AGENDA

Part 1 - Public Agenda

1. **APOLOGIES**
 2. **MEMBERS DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THIS AGENDA**
 3. **MINUTES**
 - a) **Hampstead Heath, Highgate Wood and Queen's Park Committee**
To agree the public minutes of the meeting held on Monday 21 September 2015.

For Decision
(Pages 1 - 6)
 - b) **Hampstead Heath Consultative Committee**
To note the minutes of the meeting held on Tuesday 29 September 2015 and the draft minutes of the meeting held on Monday 9 November 2015 (*TO FOLLOW*).

For Information
(Pages 7 - 14)
 4. **LOCATION OF COMMITTEE MEETINGS**
Report of the Town Clerk.

For Decision
(Pages 15 - 18)
 5. **OPERATIONAL PROPERTY**
Joint report of the Chamberlain and the City Surveyor.

For Information
(Pages 19 - 26)
 6. **REVENUE & CAPITAL BUDGETS - 2015/16 & 2016/17**
Joint report of the Chamberlain and the Director of Open Spaces.

For Decision
(Pages 27 - 40)
- Hampstead Heath**
7. **SUPERINTENDENT'S UPDATE**
Report of the Superintendent of Hampstead Heath.

For Information
(Pages 41 - 44)
 8. **HEDGEHOGS ON HAMPSTEAD HEATH - TRIAL MONITORING**
Report of the Superintendent of Hampstead Heath.

For Information
(Pages 45 - 52)

9. **HAMPSTEAD HEATH PONDS PROJECT UPDATE**
Report of the Superintendent of Hampstead Heath.
For Information
(Pages 53 - 66)
10. **UPDATE ON OAK PROCESSIONARY MOTH (OPM) AT THE NORTH LONDON
OPEN SPACES DIVISION**
Report of the Superintendent of Hampstead Heath.
For Information
(Pages 67 - 76)
11. **REVIEW OF ANNUAL WORK PROGRAMME 2015**
Report of the Superintendent of Hampstead Heath.
For Decision
(Pages 77 - 120)
12. **LANDSCAPE IMPROVEMENT WORKS AT THE SWAIN'S LANE ENTRANCE INTO
PARLIAMENT HILL FIELDS**
Report of the Superintendent of Hampstead Heath.
For Decision
(Pages 121 - 132)
13. **LANDSCAPE IMPROVEMENT WORKS AT THE MILLFIELD LANE ENTRANCE
ONTO HAMPSTEAD HEATH**
Report of the Superintendent of Hampstead Heath.
For Decision
(Pages 133 - 146)
14. **HAMPSTEAD HEATH EVENTS PROGRAMME, JANUARY - SEPTEMBER 2015**
Report of the Superintendent of Hampstead Heath.
For Information
(Pages 147 - 156)
15. **FEES AND CHARGES 2016/17**
Report of the Superintendent of Hampstead Heath.
For Decision
(Pages 157 - 180)

Highgate Wood & Queen's Park

16. **HIGHGATE WOOD - SUPERINTENDENT'S UPDATE NOVEMBER 2015**
Report of the Superintendent of Hampstead Heath.
For Information
(Pages 181 - 192)
17. **QUEEN'S PARK - SUPERINTENDENT'S UPDATE NOVEMBER 2015**
Report of the Superintendent of Hampstead Heath.
For Information
(Pages 193 - 200)

18. **PROPOSAL TO INTRODUCE ZIPPOS CIRCUS TO QUEEN'S PARK**

Report of the Superintendent of Hampstead Heath.

For Decision
(Pages 201 - 206)

19. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**

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

Part 2 - Non-Public Agenda

21. **EXCLUSION OF THE PUBLIC**

MOTION: That under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part I of Schedule 12A of the Local Government Act.

For Decision

22. **REVENUE & CAPITAL BUDGETS**

To note the non-public Appendix 4 relating to Item 6 of the Public Agenda.

For Information
(Pages 207 - 208)

23. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**

24. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**

Part 3 - Confidential Agenda

25. **CONFIDENTIAL MINUTES**

To agree the confidential minutes of the Hampstead Heath, Highgate Wood and Queen's Park Committee meeting held on Monday 21 September 2015.

For Decision

HAMPSTEAD HEATH, HIGHGATE WOOD AND QUEEN'S PARK COMMITTEE

Monday, 21 September 2015

Minutes of the meeting of the Hampstead Heath, Highgate Wood and Queen's Park Committee held at Committee Room 2 - 2nd Floor West Wing, Guildhall on Monday, 21 September 2015 at 1.45 pm

Present

Members:

Virginia Rounding (Chairman)
Jeremy Simons (Deputy Chairman)
Deputy John Barker
Dennis Cotgrove
Karina Dostalova
Revd Dr Martin Dudley
Ann Holmes
Clare James
Professor John Lumley
Barbara Newman
Alderman Ian Luder (Ex-Officio Member)
John Beyer (Heath & Hampstead Society)
Maija Roberts (Open Spaces Society/Ramblers' Association)
Philip Wright (English Heritage)

Officers:

David Arnold	Town Clerk's Department
Paul Double	City Remembrancer
Nigel Lefton	Remembrancer's Office
Mark Jarvis	Chamberlain's Department
Edward Wood	Comptroller & City Solicitor's Department
Olajumoke Williams	Comptroller & City Solicitor's Department
Sue Ireland	Director of Open Spaces
Bob Warnock	Superintendent of Hampstead Heath
Declan Gallagher	Open Spaces Department
Esther Sumner	Open Spaces Department
Philip Everett	Ponds Project Director
Paul Monaghan	Department of the Built Environment
Thomas Creed	Department of the Built Environment

1. APOLOGIES

Apologies for absence were received from Graeme Smith and Martyn Foster (Royal Society for the Protection of Birds).

Chairman's Welcome

The Chairman welcomed back Dennis Cotgrove to the first meeting of his new term as a Member of the Committee.

2. **MEMBERS DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THIS AGENDA**

There were none.

3. **MINUTES**

RESOLVED – That the minutes of the meeting held on 20 July 2015 be approved.

Matters Arising

City of London Corporation (Open Spaces) Bill

The Remembrancer advised Members that issues relating to Hampstead Heath, such as the length of leases, land management and commercial activities, had been discussed during meetings with local interest groups, including the Heath and Hampstead Society. He added that a working draft of the Bill would be circulated to all Members of this Committee and the Hampstead Heath Consultative Committee on 22 September 2015.

Grant Giving

The Chairman advised that the Open Spaces Grants Working Party had met in September and was due to meet again in November 2015.

Swimming

The Superintendent of Hampstead Heath reported that income at the Lido during the summer had fallen due to poor weather conditions in August.

Location of an Outdoor Gym at Parliament Hill

The Superintendent advised that the London Borough of Camden's (LBC) application for funding had been reduced by 50%, so they would be focussing on their own sites rather than the Heath. The Superintendent and his staff would continue to maintain a close relationship with the LBC to identify other opportunities in the future.

4. **OPEN SPACES BUSINESS PLAN 2015-18 OUTCOME REPORT - QUARTER 1 2015/16**

The Committee received a report of the Director of Open Spaces that provided Members with the outcome of the first quarter of the 2015-18 Open Spaces Departmental Business Plan.

RESOLVED – That the report be noted.

5. **OPEN SPACES LEARNING PROGRAMME**

The Committee received a report of the Director of Open Spaces regarding the delivery of the Open Spaces Learning Programme. Members were advised of the Programme's learning framework, which would be used to deliver learning outcomes across the Open Spaces.

RESOLVED – That the development of the learning framework and the progress made, be noted.

6. NORTH LONDON OPEN SPACES – RISK REGISTER

The Committee considered a report of the Superintendent of Hampstead Heath that sought approval to the North London Open Spaces risk register and set out the collective risk registers for the Hampstead Heath and Highgate Wood & Queen's Park charities.

Members noted that the following amendments would be added to the Register:

- The description of Risk no. 002 was to be reviewed;
- The titles of Risk nos. 001, 006 and 009 to be amended appropriately;
- The Target Risk and Score of Risk no. 006 was 4, not 2;
- Appropriate response times to be included as part of Risk nos. 004 and 005.

RESOLVED – That, subject to the aforementioned amendments, the North London Open Spaces Risk Register be approved.

7. SUPERINTENDENT'S UPDATE

The Committee received a report of the Superintendent of Hampstead Heath regarding management and operational activities across Hampstead Heath, Highgate Wood and Queen's Park since July 2015. The Superintendent provided some additional comments concerning the following matters:

Property

Lido Wall

A pre-start meeting relating to the rebuilding of the boundary walls has been scheduled for 4 October 2015. The Sports Advisory Forum and the Lido User Group would be consulted before this date.

Hill Garden Shelter

A contractor had been appointed to undertake tanking works; the pre-start meeting was scheduled for 24 September 2015.

Golders Hill Park Zoo Toilets

An additional separation tank would be constructed during autumn/winter as part of the City Surveyor's Department's programme of works.

Planning

Water House

The Superintendent would continue to work with LBC to resolve access and tree issues relating to the planning application, which was due to be considered by LBC's Development Control Committee in October or November. The Superintendent hoped to attend this Committee meeting.

In response to Members' questions, the Comptroller and City Solicitor agreed to investigate access issues relating to Millfield Lane, N6 and would report back to the Members concerned.

Athlone House

The appeal was dismissed by LBC in June 2015 but the applicant was now taking the matter to Judicial Review, for which a date had not yet been set.

Ivy House

Alpha Plus Group had recently purchased the property for educational use but a planning application had not been developed yet.

Golders Hill Park

The Park was awarded Gold in the London in Bloom Awards.

In response to a Member's question regarding *The Good, The Bad, The Ugly*, the Deputy Chairman and Superintendent advised that the artists had instructed for graffiti not to be cleaned as the rusting process should remove it over time.

Highgate Wood

The Heritage Lottery Fund bid for the Kiln Project was rejected. A second bid would be reconsidered but the HLF had advised that the bid process was currently very competitive.

Oak Processionary Moth (OPM)

In response to a Member's question, the Director of Open Spaces advised that written assurance for funding support had been received from the Open Spaces and City Gardens Committee and the Court of Common Council. Stronger action may be required at Hampstead Heath next season to manage the spread of OPM in the short-term but further collaboration between the Forestry Commission and all affected local boroughs was required to address its long-term impact. She added that a report would be submitted to the Open Spaces and City Gardens Committee soon.

Queen's Park

The Park was awarded a Silver Gilt in the London in Bloom Awards.

RESOLVED – That the Superintendent's Update report be noted.

8. **HAMPSTEAD HEATH PONDS PROJECT PROGRESS REPORT**

The Committee considered a joint report of the Superintendent of Hampstead Heath and the Ponds Project Director that provided details of the latest position on all aspects of the Project and sought approval to a reduction of the overall Project budget.

The Ponds Project Director advised that the provisional sum for the works to the Kenwood Ladies' Bathing Pond changing facility could possibly be reduced by a further £50,000 at a future stage but a budget of £1.5 million was now likely to be exceeded.

In response to a Member's question regarding possible delays, the Project Director advised that the substantial works to the Model Boating Pond had started early to mitigate the risk of delays, so the total Project programme was currently not expected to overrun.

RESOLVED – That:-

- a) the reduction of the overall Ponds Project budget of £37,141, bringing the overall budget to £21,161,334, be approved;
- b) the revised budget of £1.69 million for the new changing facility at the Kenwood Ladies' Bathing Pond, subject to further value engineering, be approved.

9. **WEDDINGS AND CIVIL CEREMONIES AT THE HILL GARDEN AND PERGOLA**

The Committee considered a report of the Superintendent of Hampstead Heath that sought approval to an increased maximum number of guests at each venue and the introduction of a charge for the provision of facilities for a toast to be taken following the ceremony.

RESOLVED – That:-

- a) The contents of the report be noted;
- b) The increase in permitted maximum numbers to 120 guests at the Hill Garden Shelter, 25 guests at Belvedere, and 50 guests at the Rotunda, be approved; and
- c) The introduction of a £120 charge for the provision of facilities to drink a toast following the ceremonies, be approved.

10. **HAMPSTEAD HEATH TRUSTEE'S ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2015**

The Committee received a report of the Chamberlain that presented the Hampstead Heath Trustee's Annual Report and Financial Statements in the format required by the Charity Commission.

RESOLVED – That the Trustees Annual Report and Financial Statements be noted.

11. **HIGHGATE WOOD AND QUEEN'S PARK KILBURN TRUSTEE'S ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2015**

The Committee received a report of the Chamberlain that presented the Highgate Wood and Queen's Park Kilburn Trustee's Annual Report and Financial Statements in the format required by the Charity Commission.

RESOLVED – That the Trustees Annual Report and Financial Statements be noted.

12. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**

There were none.

13. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**
The Chairman reminded Members that the Committee dinner would be taking place on the evening of Monday 12 October 2015. Invitations had been issued via post.

14. **EXCLUSION OF THE PUBLIC**
RESOLVED – That under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the following items on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act.

Item No.	Paragraph No.
15	3
18	1, 4

15. **HAMPSTEAD HEATH PONDS PROJECT PROGRESS REPORT**
The Committee considered the non-public appendices 2 and 3 relating to the Hampstead Heath Ponds Project update report considered at item 8 of the public agenda.

RESOLVED – That the reallocation of the specific risk provisions and the associated reduction in risk budget, be approved.

16. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
There were none.

17. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**
There was none.

18. **SERVICE BASED REVIEW**
The Committee considered a report of the Director of Open Spaces regarding the Service Based Review.

The meeting ended at 2.50 pm

Chairman

Contact Officer: David Arnold
david.arnold@cityoflondon.gov.uk
020 7332 1174

HAMPSTEAD HEATH CONSULTATIVE COMMITTEE

Tuesday, 29 September 2015

Minutes of the meeting of the Hampstead Heath Consultative Committee held at the Parliament Hill Conference Room, Parliament Hill Staff Yard, Parliament Hill Fields, Hampstead Heath, NW5 1QR at 7.00 pm

Present

Members:

Virginia Rounding (Chairman)	Thomas Radice (Heath & Hampstead Society)
Jeremy Simons (Deputy Chairman)	Susan Rose (Highgate Conservation Area Advisory Committee)
Ray Booth (Barnet Mencap)	Ellin Stein (Mansfield Conservation Area Advisory Committee & Neighbourhood Association Committee)
Colin Gregory (Hampstead Garden Suburb Residents' Association)	Richard Sumray (London Council for Sport & Recreation)
Michael Hammerson (Highgate Society)	Simon Taylor (Hampstead Conservation Area Advisory Committee)
Dr Gaye Henson (Marylebone Birdwatching Society)	
John Hunt (South End Green Association)	
Nigel Ley (Open Spaces Society)	
Mary Port (Dartmouth Park Conservation Area Advisory Committee)	

Officers:

David Arnold	Town Clerk's Department
Paul Double	City Remembrancer
Sam Cook	Remembrancer's Office
Sue Ireland	Director of Open Spaces
Bob Warnock	Superintendent of Hampstead Heath
Declan Gallagher	Operational Services Manager
Richard Gentry	Constabulary & Queen's Park Manager
Paul Maskell	Leisure & Events Manager
Jonathan Meares	Highgate Wood, Conservation & Trees Manager

1. APOLOGIES

Apologies for absence were received from Helen Payne (Friends of Kenwood), Stewart Purvis (Vale of Health Society), Harunur Rashid Khan (Bangladeshi Social Forum), and Steve Ripley (Ramblers' Association).

2. MEMBERS' DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA

There were none.

3. MINUTES

RESOLVED – That the minutes of the previous meeting held on Monday 6 July 2015 be agreed.

Matters Arising

Outdoor Gym Location Proposal

The Superintendent advised that the London Borough of Camden's (LBC) application for funding had been reduced by 50%, so they would be focussing on their own sites rather than the Heath. The Superintendent and his staff would continue to maintain a close relationship with the LBC to identify other opportunities in the future.

4. CITY OF LONDON CORPORATION (OPEN SPACES) BILL

The Committee considered a report of the Remembrancer that provided a full working draft of the City of London Corporation (Open Spaces) Bill, which was due to be deposited to Parliament on 27 November 2015 subject to the approval of the Court of Common Council for the promotion of the Bill. This would be considered by the Court of Common Council on 15 October 2015.

Members discussed each clause of the draft Bill and the following matters were considered:-

2. Interpretation

- In response to a member's (London Council for Sport & Recreation) question, the Remembrancer advised that the purpose of the Bill was to allow for new things which could not currently be done, or over which there was currently some ambiguity.
- The Ministry of Housing and Local Government Provisional Order Confirmation (Greater London Parks and Open Spaces) Act 1967 already allowed for a wide range of events at the Heath but other Open Spaces managed by the City of London Corporation did not have the same freedoms.

4. General Provision

- All provisions of the Hampstead Heath Act 1871 had been considered and the relevant sections were referred to in clause 4(1)(a) of the draft Bill.
- Additional wording could be incorporated to make clear that the Bill should be read alongside the existing legislation, which members (Hampstead Garden Suburb Residents' Association, Heath & Hampstead Society) expressed would be helpful.
- Members (London Council for Sport & Recreation, Hampstead Garden Suburb Residents' Association, Heath & Hampstead Society) suggested additional sections of the 1871 Act, such as section 15, should also be referred to and that clause 4(3) included reference to 'duties' as well as 'powers'.
- In response to members' concerns, the Remembrancer advised that he hoped to address the points about 'duties' in clause 4(1) and consideration would be given to how the Bill could iron out ambiguities in the existing legislation.

5. Land Management

Members noted that this clause was currently more relevant to other Open Spaces managed by the City Corporation as the grazing of cattle or other animals did not take place on the Heath and no rights of common existed.

6. Letting of Premises

- The Remembrancer advised that the intention of the Bill was to address the letting of buildings, not grasslands or open-air facilities such as sports areas, so the title of this clause was likely to be amended to specify this.
- The Director of Open Spaces had consulted an open spaces catering contract expert, who had recommended that the Bill allowed for leases of up to 20 years, particularly where improvement was required through capital investment, but that each building be considered on a case by case basis to allow for a standard of approximately 10 years in a majority of cases.
- Two members (Hampstead Garden Suburb Residents' Association, Heath & Hampstead Society) had already raised concerns about increasing the length of leases to be granted beyond the existing three year limit but a majority of Committee members supported a maximum of 21 years.
- In response to a member's (London Council for Sport & Recreation) question, the Director of Open Spaces advised that parts of the Lido could be defined as 'buildings' so leases could be granted under the proposed provisions to allow for capital investment.
- A member (Hampstead Garden Suburb Residents' Association) suggested that the types of premises or buildings affected could be made clearer; for instance, the Athletics Track building was not relevant to the recommendations regarding catering buildings so different types could be restricted to 10 as opposed to 21 years.
- In response to a member's (Hampstead Garden Suburb Residents' Association) concern regarding the continued provision of buildings for public benefit (such as toilet facilities), the Remembrancer advised that a high level of detail was not expected from the Bill but the wording would be considered further, perhaps to include reference to no negative effects for Heath users.
- In response to members' (Highgate Society, Heath & Hampstead Society) concerns regarding clause 6(5), the Remembrancer advised that further consideration would be given to the consultation process to be used before granting a lease or licence.

7. Facilities for Events

- Most events that currently took place on the Heath, such as the Affordable Arts Fair and Weddings and Civil Ceremonies, were not covered in the 1967 Act but they were managed within the provisions of the Act; for instance, Weddings and Civil Ceremonies were limited to two occasions per month in accordance with maintaining the public use of the open space.
- Existing legislation did not include any requirement for consultation but this was to be provided for in the Bill.

- Members noted that the types of events in clause 7(1)(a) could be specified further to include the number of events, as well as the times and places at which they were allowed.
- A member (Hampstead Garden Suburb Residents' Association) considered that more detail in regards to events should be included in the Bill; he suggested that a distinction between 'natural' and 'non-natural' areas of the Heath could be made.
- Members noted that detail could be dealt with best in policy rather than the wording of the Bill and that the Management Plan already contained the relevant material, which could be a way of providing greater clarity.
- Members (Highgate Society, South End Green Association) suggested that provisions should be in accordance with the Management Plan, if one existed for the open space in question.

10. Control of Commercial Activity

In response to a member's (Highgate Society) question, the Remembrancer confirmed that 'commercial activity' in this clause referred to activities taking place on public open space land as opposed to the commercial letting of buildings. The Superintendent added examples of this definition of commercial activity including dog walking, personal fitness training and filming, amongst other activities.

11. Fixed Penalty Notices (FPN) & Community Protection Notices

Members were advised that authorised officers would have the power to issue FPNs to anyone believed to have committed certain offences on the Heath, such as littering and byelaw offences. The Anti-social Behaviour, Crime and Policing Act 2014 also allowed for nuisances to be dealt with by the local authority in which the offence was being committed.

13. Power to Require Name and Address

Members were advised that the Constabulary already possessed powers to request the name and address of anyone believed to have committed an offence and to carry out an arrest if it was withheld.

14. Removal and Disposal of Trespassory Articles

The Superintendent advised that this clause was mostly relevant to the removal of discarded camping equipment from the Heath.

In response to general questions from members (Highgate Society, Heath & Hampstead Society):-

- the Remembrancer advised that revenue from commercial lettings would continue to be retained for maintenance of the Heath in line with the charitable objectives; and
- the Director of Open Spaces advised that complaints procedures against leaseholders would be included in each licence or lease. She added that matters relating to disputes would continue to be reported to the Committee when necessary.

To conclude, Members were advised that this Committee and the Hampstead Heath, Highgate Wood & Queen's Park Committee would continue to be

notified of further revisions to the Bill during the remainder of the drafting process in October and November.

RESOLVED – That the views of the Hampstead Heath Consultative Committee regarding the City of London Corporation (Open Spaces) Bill be noted.

5. **SUPERINTENDENT'S UPDATE**

The Committee received a report of the Superintendent of Hampstead Heath regarding the management and operational activities across the Heath since July 2015. The Superintendent provided some additional information regarding the following matters:

Property

Lido Wall

A pre-start meeting relating to the rebuilding of the boundary walls would take place on 4 October 2015. The Sports Advisory Forum and the Lido User Group would be consulted before this date.

Hill Garden Shelter

A pre-start meeting regarding the tanking works had taken place on 24 September 2015. A contractor had been appointed and the works would start shortly.

Golders Hill Park Zoo Toilets

Temporary toilets had been in use at Golders Hill Park. An additional separation tank would be constructed during autumn/winter as part of the City Surveyor's Department's programme of works.

Planning

Athlone House

Whilst the planning appeal was dismissed in June 2015, the applicant subsequently submitted an application to judicially review the Planning Inspectorate's decision. A member (Highgate Society) added that a date for the applicant's appeal had been scheduled for 20 October 2015.

Water House

The London Borough of Camden (LBC) Development Control Committee were likely to consider the planning application at their October or November meeting. The Superintendent would continue to represent the City Corporation's key concerns and reasons why the application should be refused. The Superintendent aimed to attend the LBC Development Control Committee meeting.

Schools – William Ellis and Parliament Hill Girls'

The application for the Parliament Hill School, William Ellis School & La Swap Sixth Form was approved by LBC in July 2015. Conditions attached to the planning consent required further landscaping details to be submitted for approval, which was of interest in the context of previous representations

submitted regarding potential impacts on the Heath. There was also a condition regarding the submission of a final Conservation Management Plan, which may be of interest in the context of the Ponds Project. To date, no applications to discharge the conditions had been submitted.

Ivy House

Alpha Plus Group had recently purchased the property, which was a site of historic interest, for educational use but a planning application had not been developed yet.

Constabulary

An offender had recently been issued with a fine of £120 plus £330 in costs for an incident relating to dog control.

In response to a member's (Marylebone Birdwatching Society) question regarding the high amount of medical assistance provided by the Constabulary, the Superintendent advised that this could have been due to an increase in visitor numbers and sporting events. He added that all Constabulary staff were trained in first aid and had access to a defibrillator.

Golders Hill Park

The Park was awarded Gold in the London in Bloom Awards.

Ponds Project

Viaduct Pond

De-silting would be taking place shortly but other than that works were completed. The Superintendent added that turfing had established well, aided by effective protective fencing.

Hampstead No. 1 & 2

Works had started on schedule.

Stock Pond

Preparation works had started.

Ladies' Pond

A meeting with the Kenwood Ladies' Pond Association would take place shortly to discuss the programme for the concrete slab and replacement of the chancing facilities.

Model Boating Pond

Some issues with the depth of the silt had resulted in the contractor having to return to install 15 metre steel piling beams in the middle of the Pond. The water level would continue to drop ready for the fish rescue to recommence in October.

Oak Processionary Moth (OPM)

In response to a member's (Hampstead Garden Suburb Residents' Association) question, the Superintendent advised that spread of OPM on

Hampstead Heath would be managed through containment during the 2016 season. The Director of Open Spaces added that the Forestry Commission had worked alongside boroughs to place pheromone traps all over London, which had shown areas in South East London to be most severely affected. The plan for OPM treatment across London in 2016 was yet to be determined.

Cycling

In response to a member's (Dartmouth Park Conservation Area Advisory Committee) question, the Superintendent advised that the current approach to cycling on the Heath would not be re-evaluated. However, changes to current signage would be considered in the coming months.

RESOLVED – That the Superintendent's Update be noted.

6. OPEN SPACES LEARNING PROGRAMME

The Committee received a report of the Director of Open Spaces regarding the delivery of the Open Spaces Learning Programme. Members were advised of the Programme's learning framework, which would be used to deliver learning outcomes across the Open Spaces.

RESOLVED – That the development of the learning framework and the progress made, be noted.

7. QUESTIONS

In response to a member's (Mansfield Conservation Area Advisory Committee & Neighbourhood Association Committee) question regarding the maintenance of memorial benches and potential damage caused by British Military Fitness (BMF) programme participants, the Operational Services Manager advised that instructors had been informed not to use any structures as fitness aides. The Leisure and Events Manager added that anyone, including non-BMF programme participants, seen using benches or other structures as a fitness aid had been told to stop.

8. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

The Chairman reminded members that the Hampstead Heath, Highgate Wood & Queen's Park Committee dinner would be taking place on the evening of Monday 12 October 2015. Invitations had been issued via post and RSVPs were required by 1 October 2015.

9. DATE OF NEXT MEETING

RESOLVED – That the date of the next meeting (Monday 9 November 2015) be noted.

The meeting closed at 9.10 pm

Chairman

Contact Officer: David Arnold
David.Arnold@cityoflondon.gov.uk
020 7332 1174

Committee(s)	Dated:
Hampstead Heath, Highgate Wood and Queen's Park	23 November 2015
Subject: Location of Committee meetings	Public
Report of: Town Clerk	For Decision

Summary

This report outlines the implications and options relating to Hampstead Heath, Highgate Wood and Queen's Park Committee meetings being held 'in the community' at venues at or near the Heath, Highgate Wood or Queen's Park, as raised during the meeting of your Committee in July 2015.

Recommendation(s)

Members are asked to consider the options to hold Hampstead Heath, Highgate Wood and Queen's Park Committee meetings 'in the community' at or near Hampstead Heath, Highgate Wood, or Queen's Park.

Main Report

Background

1. At its meeting in July 2015, Members of the Hampstead Heath, Highgate Wood and Queen's Park Committee requested that the location of future Committee meetings be re-considered. It was suggested that it may be appropriate to include Committee meetings held 'in the community' at venues at or near Hampstead Heath, Highgate Wood or Queen's Park throughout the year.

Current Position

2. Hampstead Heath, Highgate Wood and Queen's Park Committee meetings are currently held in the Committee Rooms, 2nd Floor, West Wing, Guildhall at either 11:30am or 1:45pm. The Committee currently meets six times a year on Mondays between January and November. Committee visits are held twice a year in March and September, where Members of the Hampstead Heath, Highgate Wood and Queen's Park Committee are provided with a guided walk of Hampstead Heath. Transport to and from the Heath is arranged for Members by the Town Clerk's Department prior to these visits.
3. Three Consultative Committees (one for each of the North London Open Spaces) exist in addition to the Hampstead Heath, Highgate Wood and Queen's Park Committee: the Hampstead Heath Consultative Committee; the Highgate Wood Joint Consultative Committee; and the Queen's Park Joint Consultative Group.

4. The Hampstead Heath Consultative Committee currently meets three times a year at the Parliament Hill Staff Yard, Hampstead Heath. The Membership of the Consultative Committee comprises the Chairman of the Grand Committee and not less than 19 other members, one of which shall be appointed from amongst the Members of the Grand Committee (in recent years the Deputy Chairman) with the remaining members appointed in consultation with local and other special interest organisations in accordance with the provisions of paragraph 1(2) of Schedule 4 of the London Government Reorganisation (Hampstead Heath) Order 1989.
5. The Highgate Wood Joint Consultative Committee and Queen's Park Joint Consultative Group meet twice a year: once during spring/summer and once during winter. Spring/summer meetings are held at or near Highgate Wood and Queen's Park, preceded by a guided walk and followed by a lunch. Transport to and from Highgate Wood and Queen's Park is arranged for Members by the Town Clerk's Department prior to these meetings. Winter committee meetings are held at 11:30am or 1:45pm in the Committee Rooms, 2nd Floor, West Wing, Guildhall.
6. Membership of the Highgate Wood Joint Consultative Committee and Queen's Park Joint Consultative Group consists of the Chairman and Deputy Chairman and not less than three other Common Council Members of the Grand Committee, in addition to several non-Common Council Co-Opted members representing local boroughs and local organisations.

Implications

7. There is currently no additional cost for a Committee lunch held at the Guildhall Club prior to or following Grand Committee meetings held in the Committee Rooms, 2nd Floor, West Wing, Guildhall as they are included as part of the general running costs within the Town Clerk's Department.
8. An additional cost would be incurred for lunches served prior to or following Committee meetings held at Hampstead Heath, Highgate Wood or Queen's Park. Approximate cost implications of Committee lunches held on site are detailed as follows:-
 - Parliament Hill Café (Hampstead Heath): £450 (excluding VAT)
 - Golders Hill Park Café (Hampstead Heath): £600 (excluding VAT)
 - Highgate Wood Café: £300 for two courses without wine
 - Queen's Park Café: £425
9. Additional staff time and transport costs should also be taken into consideration. The Superintendent of Hampstead Heath and several of his staff, depending on the business to be considered, are currently required to travel from their office(s) at the North London Open Spaces to Guildhall for Committee meetings. Travel time for the Superintendent and his senior staff to and from the Guildhall would be reduced for a Committee meeting held in venues at or near Hampstead Heath or Highgate Wood.

10. Increased Officer travel time and expense for Officers based at the Guildhall (from the Town Clerk's Department, Remembrancer's Office, Chamberlain's Department, Comptroller and City Solicitor's Department, Open Spaces Department, Department of the Built Environment, and City Surveyor's Department) who regularly attend Grand Committee meetings would need to be taken into consideration for meetings held at Hampstead Heath, Highgate Wood or Queen's Park. Transport could be arranged for Officers alongside Members travelling from Guildhall, which would require larger or additional vehicles at an additional cost.

Options

11. The Committee could meet at or near Hampstead Heath, Highgate Wood or Queen's Park for the summer meeting in June or July. The meeting would be preceded or followed by a Committee lunch at Parliament Hill, Golders Hill, Highgate Wood or Queen's Park Café depending on time and location. Details of the costs for a Committee lunch at each of these Cafés have been outlined above.

12. Alternatively, the Committee could meet at or near the Heath, Highgate Wood or Queen's Park in March or September to combine a Committee meeting with one of the two bi-annual walks. A meeting at or near Highgate Wood or Queen's Park may require some changes to the usual schedule of site visits. The Committee meeting would be held in the afternoon, preceded by a guided walk and a lunch at the relevant Café.

Proposals

13. It is proposed that Members consider whether to hold Committee meetings 'in the community' at Hampstead Heath, Highgate Wood or Queen's Park to allow an opportunity for all Members of the Committee to visit the North London Open Spaces division. Members may be able to engage with local staff who would not normally attend meetings at Guildhall.

14. Officers based in Guildhall who regularly attend Committee meetings will require additional time and expenses for travel to and from the meeting at Hampstead Heath, Highgate Wood or Queen's Park but it would only be an annual occurrence. The Town Clerk's Department would arrange transport to and from the meeting for Members and Officers based at Guildhall.

Conclusion

15. This report provides details of the current meeting locations of the Hampstead Heath, Highgate Wood and Queen's Park Committee and its various consultative committees as well as the implications for holding Grand Committee meetings at the Heath, Highgate Wood or Queen's Park. Members are invited to consider whether they wish to agree with the recommendation that one meeting of the Grand Committee each year in spring/summer is held at or near Hampstead Heath, Highgate Wood or Queen's Park or consider viable alternatives.

Appendices

- None

David Arnold

Committee and Member Services Officer
Town Clerk's Department

T: 020 7332 1174

E: david.arnold@cityoflondon.gov.uk

Committee(s)	Dated:
Epping Forest & City Commons Committee	9 th November 2015
Hampstead Heath, Queens Park, Highgate Wood	23 rd November 2015
Open Spaces and City Gardens	7 th December 2015
West Ham Park	7 th December 2015
Planning and Transportation	15 th December 2015
Port Health and Environmental Services	24 th November 2015
Department of Community and Children Services	11 th December 2015
Subject:	Public
Operational Property	
Report of:	For Information
The Chamberlain and the City Surveyor	

Summary

The Operational Property Review is a cross-cutting Service Based Review which is taking a more strategic view of the operational assets the City of London Corporation has, with the aim of identifying opportunities to rationalise the Corporation's operational property portfolio and reduce the high and rising cost of property. The general fabric and condition of many of our operational properties is starting to deteriorate which impacts negatively on the experience of the users of those properties and the Corporation's reputation as a consequence.

Operational assets are an essential means by which the City of London Corporation provides the best possible services, whether through its statutory Local Authority functions, Charitable duties and responsibilities (e.g. Open Spaces), or supporting and promoting The City as the world leader in international finance and business services.

Through this review, we aim to tackle the £40m 'bow wave' of maintenance costs we are currently pushing out year on year across all City of London Corporation assets. Ensuring property assets are efficiently managed and maintained, represent value for money in supporting service delivery and are fit for purpose is an important strand in improving efficiency and productivity.

The first phase of workshops covering Departments with the most significant operational properties, have been held over the period April 2015 to June 2015. Workshops with the Markets and Consumer Protection, Open Spaces, Community and Children's Services (DCCS) and Built Environment (DBE) Departments have strategically reviewed their operational properties and the work has identified potential opportunities in the short, medium and longer term to enable rationalisation and/or more effective utilisation of existing property assets. The following key themes of opportunities have emerged:

- Housing – commercial units, in-fill and residential development opportunities
- Car parking- review of overall provision
- Rationalising Central London staff accommodation to release surplus space or potentially buildings

- Rationalising Local offices, workshops and storage facilities
- Rationalisation of similar facilities, e.g. ports
- Staff residential accommodation
- Redundant property which should be demolished

Recommendation

The Committee are asked to:

Note the drivers for undertaking the Operational Property Review and that the emerging opportunities from this review that impact on the work of this Committee will be reported to subsequent meetings.

Main Report

Background

1. Last year Corporate Asset Sub Committee requested a review into how well our property assets are maintained. Until this point there was no comprehensive picture of the management of the operational estate. The review established that there is a funding gap each year, compounding and creating a cumulative shortfall of funding for cyclical maintenance and renewal. Effectively this is creating a £40m 'bow wave' of postponed maintenance costs which we will, at some point, need to meet. This funding gap is unsustainable in the long term.
2. It is estimated that the unfunded cyclical building maintenance and renewal costs of the existing Operational Property Portfolio over a 20 years is circa £159m. **Appendix 1** provides a diagrammatic representation of these unfunded costs. The unfunded element is particularly large in 2015/16 due to the items which have been deferred in order to reduce the 2014/15 Building Cyclical Works Programme (formerly known as the Additional Work Programme). In effect, only very high priority work is being funded, predominantly relating to Health & Safety issues and equipment which is at a very high risk of failure. As a result the general fabric and condition of many of our operational properties is deteriorating which impacts negatively on the experience of the users of those properties and the Corporation's reputation as a consequence.
3. This work has also exposed that the current management of operational property assets is fragmented. Ensuring property assets are efficiently managed is an important strand in improving efficiency and productivity. Effective asset management requires an organisation to maintain its operational asset portfolio; ensuring assets are efficiently managed and maintained, represent value for money in supporting service delivery and at the end of their useful economic life are renewed/replaced or the need for the asset reconsidered. The management of property assets should accord with the Corporate Asset Management Strategy which aims to manage operational assets effectively, efficiently and sustainably to deliver strategic priorities and meet service needs.

4. This review work has been undertaken within the context that operational assets are an essential means by which the City of London Corporation provides the best possible services, whether through its statutory Local Authority functions, Charitable duties and responsibilities (e.g. Open Spaces), or supporting and promoting The City as the world leader in international finance and business services.
5. As part of the review, the suitability of the existing operational assets were considered from the perspective of whether the existing property asset portfolio were fit for purpose, in terms of location, functionality and condition. By reviewing the existing asset portfolio, any financial efficiency from rationalisation and more effective use of property can then be used to improve the quality and upkeep of the operational property portfolio in the future, and as a result support the continuation of the best possible service for the public.
6. Whilst the City of London Corporation's overall financial position is strong in terms of its balance sheet assets, delivery of its strategic and operational aims is achieved through the income it generates from those assets. The financial revenue forecasts for the City of London Corporation have to be set in the context of large reductions in central government funding and the expectation of future grant reductions for the foreseeable future.
7. The City of London Corporation is currently delivering a £20m Services Based Review to deliver significant and sustainable savings in order to balance the budget over the medium term; on both its City Fund and City Cash Services. There are restrictions over the operation of the City Fund which limits the use of assets to fund on-going revenue expenditure on our property asset portfolio. For instance it is forbidden for City Fund property assets to be sold, with the proceeds used to support the revenue position. A similar strategy is applied to City's Cash assets.
8. This means that while the Corporation may be perceived as a 'wealthy' organisation from the property assets that it holds, those assets are aging and require increasing sums to be spent on maintaining them. The revenue envelope available to fund these annual costs is reducing, resulting in a pressure to ensure that the estate is as streamlined as possible.
9. Reviewing and rationalising the operational property estate is one of many approaches to driving savings and efficiency, and has been an important approach adopted across the public sector as a whole within the current era of austerity. Whilst, the City of London Corporation does not face the extremes of financial pressures faced by the public sector, it does have a clear obligation to use the public and charitable resources at its disposal in the most effective and efficient way so that it is able to sustain the high quality services and obligations it has for current and future generations.

Operational Property Review

10. A cross-cutting Service Based Review was initiated to take a more strategic view of the operational assets the City of London Corporation has, with the aim of:-

- Investigating the current utilisation of assets – do they provide value for money?
 - Investigate current and future property requirements
 - Identifying opportunities to rationalise the Corporation's operational property portfolio and reduce the high and rising cost of property.
11. As part of operational property review, Chief Officers were asked to review their operational asset base portfolio through a series of workshops to identify opportunities for rationalisation and improved efficiency. The aim has been to identify proposals for property rationalisation which are likely to deliver the greatest Value For Money (VFM) benefits. This work has necessarily been undertaken with full consideration of the reasons why property assets are held, how they contribute to service provision and what restrictions apply over their use.
 12. The first phase of workshops covering Departments with the most significant operational properties, have been held over the period April 2015 to June 2015. These discovery workshops focused on the Markets & Consumer Protection, Open Spaces, Department of Community and Children Services (DCCS) and Department of Built Environment (DBE).
 13. A further workshop was held at the end of October 2015, to review corporately, ways of working and Central London office accommodation (covering Guildhall, Irish Chambers, Walbrook Wharf Offices, and Lauderdale Place (DCCS/Barbican Housing office)). This workshop, linked to the existing Guildhall Accommodation and Agile working projects explored opportunities to adopt more effective and efficient working methods through better use of space, adoption of flexible and more modern working methods enabling the rationalisation of central London office accommodation. An appetite to progress these modern ways of working and use of accommodation was confirmed and a workstream has been initiated to develop this programme of work.
 14. The review did not consider the Barbican and Guildhall School or Music and Drama (GSMD) assets as these are currently being considered within the Cultural Hub Project, nor Police Accommodation where a separate review and rationalisation process has already been well established. Some of the emerging property asset rationalisation opportunities do have the potential to support the City's targets to increase Housing provision.
 15. The first phase of workshops is now complete. These workshops, along with significant preparation work by Departments in collaboration with the City Surveyors and Chamberlains Department, have reviewed at a strategic level the operational properties occupied and operated by Departments. The aim of the workshops has been to identify proposals in the short, medium and longer term to enable rationalisation and/or more effective utilisation of existing property assets to support high quality services. As a secondary benefit, this review work is assisting in the cleansing of the City's operational property records.
 16. The following key themes of opportunities have emerged:

- Housing – commercial units, in-fill and residential development opportunities
- Car parking- review of overall provision
- Rationalising Central London staff accommodation to release surplus space or potentially buildings
- Rationalising Local offices, workshops and storage facilities
- Rationalisation of similar facilities, e.g. ports
- Staff residential accommodation
- Redundant property which should be demolished

17. Opportunities identified in some instances entail the relocation of people and operations, with resulting costs in order to facilitate the freeing up of property assets. Proposals that have been identified from the workshops have been prioritised to identify those opportunities which are likely to deliver the greatest value for money (VFM) benefits. Some of the emerging opportunities should also result in a better service provision through improving the accessibility of staff to service users.

18. Where a property asset is no longer required, disposals can be considered and achieved through freehold sale or the grant of leasehold interests for short or lengthy duration, subject to any statutory provisions limiting that ability.

19. Freehold sales mostly divest complete control, imposing covenants or restrictions on future use are invariably very difficult to achieve in practical terms. Leasehold disposals enable landlords to retain control because they still maintain an interest in the property, but that level of control generally diminishes as the length of the grant increases. Long leases can achieve premiums which are close to the freehold value, providing that any restrictions are not overly onerous.

20. It is likely that the City of London Corporation would need to consider disposal options on a case-by-case basis to assess the merit of individual circumstances. There are going to be a variety of circumstances where disposal is being considered, that will have a bearing upon the preferred disposal method, the outcome that the Corporation desires and its powers to deal with any given asset.

21. In addition to this recent exercise, some significant asset realisation opportunities had been identified from an earlier exercise to support the funding of the Corporation's Capital Programme, which includes significant investment required for the Hampstead Heath and Epping Forest Dams projects.

22. The operational property review is one strand of activity within the an overall Strategic Asset Management (SAM) Service Based Review (SBR) which also has strands of activity relating to Facilities Management, Contract Management and Project Management.

Next Steps

23. Relevant Service Committee Chairman and Deputy Chairman have been consulted on these opportunity proposals that impact on their service areas, as Service Committees have a role in declaring operational property assets as

surplus. Chief Officers will be required to seek Service Committee agreement to the disposal and/or rationalisation strategies. Service Committee support will also be necessary for any rationalisation of property assets where better use of assets, e.g. through commercial sub-letting or more intensive use of assets as opposed to absolute disposal or demolition is proposed. Reports on specific opportunities will be brought to this Committee in subsequent meetings.

24. The disposal, rationalisation and more effective use opportunities across all the Committees will be considered in the round by the Corporate Asset Sub-Committee on the 24th November to ensure effective use and agree proposed disposals and rationalisation. Resource Allocation Sub-Committee on the 10th December will consider the recommendations from the Corporate Asset Sub-Committee. This reflects the responsibility of the Resource Allocation Sub-Committee to consider the impact of opportunities on the allocation of operational property resources for service delivery.
25. Once operational property is released by service committees, then assets will be passed to the Property Investment Board to consider the most advantageous route for disposal if no alternative use of the assets is determined.
26. It is then intended that a series of specific projects will then progress these proposals to completion seeking appropriate resources to facilitate rationalisation and/or disposals, and obtaining approval through current project processes.

Conclusion

27. Good progress has been made on the Operational Property Review Project. Emerging opportunities relevant to the work of this Committee will be reported to subsequent meetings of the Committee.
28. By reviewing the existing asset portfolio, any financial efficiency from rationalisation and more effective use of property can then be used to improve the quality and upkeep of the operational property portfolio in the future, and as a result support the continuation of the best possible service for the public.

Background Papers

Operational Property Review – Update report - 26th March 2015 (Public)
Operational Property Review – Update report - RASC 16th July/CASC – 28th July 2015 (Public)

Appendices

Appendix 1: Graph of Unfunded cyclical building maintenance and renewal costs

Caroline Al-Beyerty
Financial Services Director

Peter Young
Corporate Property Group Director

T: 0207 332 1113

E: caroline.albeyerty@cityoflondon.gov.uk



Appendix 1 - Operational Assets

Funding shortfall

- Current provision insufficient
- Choices are being made, creating the bow wave of £40m



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Agenda Item 6

Committee(s)	Dated:
Hampstead Heath, Queens Park and Highgate Wood	23 November 2015
Subject: Revenue & Capital Budgets – 2015/16 & 2016/17	Public with Non-Public Appendix
Report of: The Chamberlain The Director of Open Spaces	For Decision

Summary

This report updates the Committee on its latest approved revenue budget for 2015/16 and seeks your approval for a provisional revenue budget for 2016/17, for subsequent submission to the Finance Committee. The budgets have been prepared within the resources allocated to the Director and the table below summarises.

Summary of Table 1	Latest Approved Budget	Original Budget	Movement
	2015/16 £000	2016/17 £000	£000
Expenditure	8,641	8,749	108
Income	(2,488)	(2,557)	(69)
Support Services	1,495	1,480	(15)
Total Net Expenditure	7,648	7,672	24

Overall the provisional Original budget for 2016/17 totals £7,672M, an increase of £24,000 compared with the latest approved budget for 2015/16. The main reason for this increase is a £472,000 rise in the City Surveyor's Additional Works Programme. This was mostly off-set by a decrease in employee costs and Supplies & Services as a result of £379,000 in service based review savings which can be found in Table 1.

A breakdown is also provided in Appendix 3 of the movement between the 2015/16 Local Risk Original Budget and the 2015/16 Local Risk Latest Approved Budget.

Recommendation

The Committee is requested to:

- Review the provisional 2016/17 revenue budget to ensure that it reflects the Committee's objectives and, if so, approve the budget for submission to the Finance Committee;
- Authorise the Chamberlain, in consultation with the Director of Open Spaces, to revise these budgets to allow for any further implications arising from Corporate Projects, departmental reorganisations and other reviews, and changes to the Additional Works Programme. Any changes over £50,000 would be reported to Committee.
- If specific service based review proposals included with this budget report are rejected by the Committee, or other Committees request that further proposals are pursued, that the substitution of other suitable proposals for a corresponding amount is delegated to the Town Clerk in discussion with the Chairman and Deputy Chairman of the relevant Committee. If the substituted saving is not considered to be straight forward in nature, then the Town Clerk shall also consult the Chairman and Deputy Chairmen of the Policy and Resources Committee prior to approving an alternative proposal(s).

Main Report

Introduction

1. The City of London Corporation owns and manages almost 11,000 acres of historic and natural Open Spaces for public recreation and enjoyment. This includes Hampstead Heath, Queens Park and Highgate Wood which are registered charities and are funded from City's Cash. They are run at no cost to the communities that they serve, as they are funded principally by the City, together with donations, sponsorship, grants, and income from charges.
2. This report sets out the proposed revenue budget for 2016/17. The Revenue Budget management arrangements are to:
 - Provide a clear distinction between local risk, central risk, and recharge budgets.
 - Place responsibility for budgetary control on departmental Chief Officers.
 - Apply a cash limit policy to Chief Officers' budgets.
3. The budget has been analysed by the service expenditure and compared with the latest approved budget for the current year.
4. The report also compares the current year's budget with the forecast outturn.

Business Planning Priorities

5. The key Projects for each Open Space for the next three years were included in the Open Spaces Department Business Plan for 2015-2018 which was approved in April 2015. These include :-
 - Commence restoration at the end of the Hampstead Heath Ponds project at Hampstead Heath.
 - Delivering programmes and projects linked to Service Based Review savings delivery across the division.
 - Café retendering process for cafes at Highgate Wood, Queen's Park and Hampstead Heath to increase income generation.
 - Supporting Heath Hands in developing volunteering opportunities to a wider audience across the division.

Proposed Revenue Budget for 2016/17

6. The proposed detailed Revenue Budget for 2016/17 is shown in Table 1 analysed between:
 - Local Risk Budgets – these are budgets deemed to be largely within the Chief Officer's control.
 - Central Risk Budgets – these are budgets comprising specific items where a Chief Officer manages the underlying service, but where the eventual financial outturn can be strongly influenced by external factors outside of his/her control or are budgets of a corporate nature (e.g. interest on balances and rent incomes from investment properties).
 - Support Services and Capital Charges – these cover budgets for services provided by one activity to another. The control of these costs is exercised at the point where the expenditure or income first arises as local or central risk. Further analysis can be found in Appendix 2.
7. The provisional 2016/17 budgets, under the control of the Director of Open Spaces being presented to your Committee, have been prepared in accordance with guidelines agreed by the Policy & Resources and Finance Committees. These include continuing the implementation of the required budget reductions across both local and central risks, as well as the proper control of transfers of non-staffing budgets to staffing budgets. An allowance was given towards any potential pay and price increases of 1.5% in 2016/17. A saving of £379,000 has been made in 2016/17 further to the re-alignment of the Service Based Review savings. An additional £191,000 has been transferred in 2016/17 to the Directorate for one year to fund the new Learning Programme. The savings will be achieved through energy efficiencies, fleet & equipment reviews, restructuring in preparation for the Learning Programme, increases in income from filming, weddings, and reviews associated with the Sports Programme. The budget has been prepared within the resources allocated to the Director.

TABLE 1 HAMPSTEAD HEATH, QUEENS PARK & HIGHGATE WOOD SUMMARY – ALL FUNDS						
Analysis of Service Expenditure	Local or Central Risk	Actual 2014-15 £'000	Latest Approved Budget 2015-16 £'000	Original Budget 2016-17 £'000	Movement 2015-16 to 2016-17 £'000	Paragraph Reference
EXPENDITURE						
Employees	L	5,587	5,754	5,590	(164)	13
Premises Related Expenses	L	462	421	371	(50)	10
R & M (City Surveyor's Local Risk inc cleaning)	L	1,240	1,520	1,992	472	11
Transport Related Expenses	L	164	161	130	(31)	
Supplies & Services	L	792	718	599	(119)	12
Transfer to Reserves	L	2	0	0	0	
Capital Charges	C	104	67	67	0	
Total Expenditure		8,351	8,641	8,749	108	
INCOME						
Other Grants, Reimbursements and Contributions	L	(214)	0	0	0	
Customer, Client Receipts	L	(1,273)	(1,236)	(1,273)	(37)	
Investment Income	C	(1,185)	(1,212)	(1,244)	(32)	
Transfer from Reserves	L	(5)	0	0	0	
Recharges to Capital Projects	L	(42)	(40)	(40)	0	
Total Income		(2,719)	(2,488)	(2,557)	(69)	
TOTAL EXPENDITURE BEFORE SUPPORT SERVICES		5,632	6,153	6,192	39	
SUPPORT SERVICES						
Central Support		1,218	1,294	1,263	(31)	
Recharges within Fund		245	201	217	16	
Total Support Services		1,463	1,495	1,480	(15)	
TOTAL NET EXPENDITURE		7,095	7,648	7,672	24	

8. Income and favourable variances are presented in brackets. An analysis of this Revenue Expenditure by Service Managed is provided in Appendix 1. Only significant variances (generally those greater than £50,000) have been commented on in the following paragraphs.

9. Overall there is an increase of £24,000 between the 2015/16 latest approved budget and the 2016/17 original budget. This movement is explained in the following paragraphs.
10. The reduction of £50,000 in premises related expenditure; mainly grounds maintenance & energy across Hampstead Heath, Queens Park & Highgate Wood, is to meet the overall resource base impacted by the on-going service based review savings.
11. The increase of £472,000 from the 2015/16 Latest Approved Budget to the 2016/17 Original Budget in the City Surveyor is mainly within the additional works programme at Hampstead Heath and Queens Park. The Additional Works Programme is awarded each year and each programme lasts 3 years. The budgets are also phased over the life of the project and are profiled based on the operational need of the client, the complexity of the design, appropriate timing of the work and the tender process. This results in a constant movement of the budgets, especially between financial years, however these changes are reported to the Corporate Asset Sub Committee on a bi-monthly basis.

TABLE 2 - CITY SURVEYOR LOCAL RISK	Latest Approved Budget 2015/16 £'000	Original Budget 2016/17 £'000
Repairs and Maintenance (including cleaning)		
Additional Works Programme		
Hampstead Heath	950	1,347
Queens Park	57	175
Highgate Wood	64	40
	1,071	1,562
Planned & Reactive Works (Breakdown & Servicing)		
Hampstead Heath	323	303
Queens Park	65	65
Highgate Wood	45	45
	433	413
Cleaning		
Hampstead Heath	16	17
	16	17
Total City Surveyor	1,520	1,992

12. The decrease of £119,000 in Supplies & Services is mainly due to a decrease in equipment, furniture & materials across Hampstead Heath, Queens Park & Highgate Wood. The budgets have been reduced as part of the service based review efficiency savings.

13. Analysis of the movement in manpower and related staff costs are shown in Table 3 below. The reduction in full time equivalents relates to the movement of posts into the new learning programme and the deletion of vacant posts as previously reported to your committee on the 21st September 2015. The consequential reduction in costs has been partially offset by an allowance of 1.5% towards any increase in pay and provision for the increased national insurance contributions from 1st April 2016.

Table 3 - Manpower statement	Latest Approved Budget 2015/16		Original Budget 2016/17	
	Manpower Full-time equivalent	Estimated cost £000	Manpower Full-time equivalent	Estimated cost £000
Hampstead Heath	124.94	4,985	113.06	4,782
Queens Park	11.80	444	11.80	468
Highgate Wood	7.55	325	7.55	340
TOTAL Hampstead Heath, Queens Park, and Highgate Wood	144.29	5,754	132.41	5,590

Potential Further Budget Developments

14. The provisional nature of the 2016/17 revenue budget recognises that further revisions may be required, including in relation to:
- budget reductions to capture savings arising from the on-going PP2P and Service Based Reviews;
 - decisions on funding of the Additional Work Programme by the Resource Allocation Sub Committee.

If specific service based review proposals included with this budget report are rejected by the Committee, or other Committees request that further proposals are pursued, that the substitution of other suitable proposals for a corresponding amount is delegated to the Town Clerk in discussion with the Chairman and Deputy Chairman of the relevant Committee. If the substituted saving is not considered to be straight forward in nature, then the Town Clerk shall also consult the Chairman and Deputy Chairmen of the Policy and Resources Committee prior to approving an alternative proposal(s).

Revenue Budget 2015/16

15. The 2015/16 latest approved budget includes funding for contribution pay, a small adjustment to reflect phasing revisions in relation to the Service Based Review,

and an agreed carry forward of £16,000 for a replacement vehicle for the constabulary. Details of the movement between the 2015/16 Original budget and the 2015/16 Latest Approved Budget can be found in Appendix 3. The forecast outturn for the current year is in line with the latest approved budget of £7.648M.

Draft Capital and Supplementary Revenue Budgets

16. The latest estimated costs for the Committee's draft capital and supplementary revenue projects are summarised in the Table below.

Capital & Supplementary Revenue projects - latest estimated costs						
Service Managed	Project	Exp. Pre 01/04/15 £'000	2015/16 £'000	2016/17 £'000	Later Years £'000	Total £'000
<u>Pre-implementation</u>						
Highgate Wood	Roman Kiln		5			5
<u>Authority to start work granted</u>						
Hampstead Heath	Hampstead Heath ponds	4,295	9,211	7,389		20,895
TOTAL HAMPSTEAD HEATH		4,295	9,216	7,389	0	20,900

17. Pre-implementation costs for the Roman Kiln project comprise staff costs, funded from local risk, to prepare an application for funding to HLF. This application was unsuccessful and further options are now being explored.

18. The main contract works are proceeding on the Hampstead Heath Ponds project, with an estimated completion date of October 2016.

19. The latest Capital and Supplementary Revenue Project budgets will be presented to the Court of Common Council for formal approval in March 2016.

Appendices

- Appendix 1 – Analysis by Services Managed
- Appendix 2 – Analysis of Support Services
- Appendix 3 – Movement of Local Risk Budgets 2015/16 OR to 2015/16 LAB
- Appendix 4 – Service Based Review: Department of Open Spaces Budget Reduction Programme **(Non-Public)**

Derek Cobbing

Chamberlains Department

T: 020 7332 3519

E: derek.cobbing@cityoflondon.gov.uk

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Appendix 1

Analysis by Service Managed	Actual 2014-15 £'000	Latest Approved Budget 2015-16 £'000	Original Budget 2016-17 £'000	Movement 2015-16 to 2016-17 £'000	Paragraph(s) Reference
<u>CITY CASH</u>					
Hampstead Heath	5,884	6,221	6,184	(37)	
Hampstead Heath - STEM & Policy Education	22	60	50	(10)	
Queens Park	648	802	895	93	a)
Highgate Wood	541	565	543	(22)	
TOTAL	7,095	7,648	7,672	24	

a) The increase of £93,000 for Queens Park is mainly due to an increase in the City Surveyors Additional Work Programme.

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Appendix 2

Support Services to/from Hampstead Heath, Queens Park & Highgate Woods Committee	Actual 2014-15 £'000	Latest Approved Budget 2015-16 £'000	Original Budget 2016-17 £'000	Movement 2015-16 to 2016-17 £'000	Paragraph Reference
<u>Support Services</u>					
Central Recharges-					
City Surveyor's Employee Recharge	271	224	225	1	
Insurance	133	128	130	2	
I.S.Recharges - Chamberlain	147	265	262	(3)	
Support Services-					
Chamberlain (inc CLPS recharges)	180	162	157	(5)	
Comptroller and City Solicitor	104	115	109	(6)	
Town Clerk	256	265	245	(20)	
City Surveyor	127	135	135	0	
Total Support Services	1,218	1,294	1,263	(31)	
<u>Recharges Within Fund</u>					
Directorate Recharges	340	296	312	16	
Corporate and Democratic Core	(95)	(95)	(95)	0	
Total Recharges Within Fund	245	201	217	16	
Total Support Services	1,463	1,495	1,480	(15)	

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Appendix 3

Movement of Local Risk Budgets (inc City Surveyor)	Risk	Original Budget 2015-16 £'000	Latest Approved Budget 2015-16 £'000	Movement 2015-16 OR to 2015-16 LAB £'000	Paragraph Reference
EXPENDITURE					
Employees	L	5,986	5,754	(232)	a)
Premises Related Expenses	L	418	421	3	
R & M (City Surveyor's Local Risk inc cleaning)	L	2,062	1,520	(542)	b)
Transport Related Expenses	L	145	161	16	
Supplies & Services	L	709	718	9	
INCOME					
Other Grants, Reimbursements and	L	(252)	0	252	c)
Customer, Client Receipts	L	(1,221)	(1,236)	(15)	
Recharges to Capital Projects	L	(40)	(40)	0	

a) The £232,000 decrease in employee expenditure is mainly due to a combination of deleted posts as reported to Committee on 21st September 2015 and a transfer of posts to the new Learning Programme.

b) The decrease of £542,000 from the original 2015/16 budget to the 2015/16 latest approved budget in the City Surveyor is due to the following:-

An increase of £199,000 in the BRM contract (planned and re-active works) from the Original 2015/16 budget to the 2015/16 Latest Approved budget is a result of the agreed move from a price based on a square metre basis to one that is priced based on the individual assets that are required to be serviced and repaired. The City Surveyor reported this to Corporate Asset Sub Committee as there was an additional cost attached to the change and this was approved and then agreed by

Resource Allocation Sub Committee. The contractor provided a comprehensive list of each asset with a cost on a by property basis, which enabled the City Surveyor's Facilities Management Team to align their budgets accordingly. This has resulted in a significant movement of budgets across the operational estate which could only be reflected in the revised budgets. The increase also reflects additional assets that had previously not been included within the contract with the new BRM contractor.

The Additional Works Programme is awarded each year and each programme lasts 3 years. The budgets are phased over the life of the project and are profiled based on the operational need of the client, the complexity of the design, appropriate timing of the work and the tender process. This results in a constant movement of the budgets, especially between financial years, however these changes are reported to the Corporate Asset Sub Committee on a bi-monthly basis. The Additional Works Programme in this instance has decreased by £741,000.

- c) The 2015/16 Original Budgets included a provision for £252,000 income from an education grant, although the application had not been submitted at that time. It is now unlikely that any grant funding will be obtained in this financial year. Reductions in expenditure particularly employees (see a) and increases in income have been made to off-set this loss of grant funding.

Committee(s)	Dated:
Hampstead Heath, Highgate Wood & Queen's Park Committee	23 November 2015
Subject:	Public
Superintendents update for November 2015	
Report of:	For Information
Superintendent of Hampstead Heath	

Summary

This report provides an update on management and operational activities across Hampstead Heath since September 2015.

Recommendation

Members are asked to:

- Note the contents of this report.

Main Report

Property

1. Works to rebuild the Lido East Boundary wall commenced on the 3 November 2015. The design of the new railings has been discussed with stakeholders, who are supportive of the proposed design.
2. A programme of work to reduce erosion and improve the surface water drainage from the East Heath fairground are scheduled to commence 16 November 2015.
3. The tanking works at the Hill Garden Shelter commenced on 13 October 2015. Works are expected to continue until the end of February 2016.
4. The tiling repairs at the Heath Extension changing rooms were completed in October 2015.
5. Vegetation and moss has been cleared from the Viaduct Bridge parapet in preparation for painting. The Superintendent will provide an update at the meeting.

Planning

6. The Superintendent will provide an update at the meeting on the Water House, Athlone House and 2-3 Heath passage.

Projects and Programmes

7. The Superintendent will provide an update on the following Open Spaces Department Projects and Programmes.

- Learning

Four weeks of professional consultation has now finished, and the Superintendent is reviewing the feedback received from staff, prior to commencing personal consultation.

On Monday 9 November a petition (To fight against the proposed reduction in service of the Peggy Jay centre, one O' Clock club and Adventure Playground, Hampstead Heath) signed by XX people was received by the Superintendent and a further xx signatures received the following day. In parallel 2,213 people have registered their support of the petition through Facebook.

- Sports
- Open Spaces Bill
- Promoting our services
- Fleet & equipment review
- Energy efficiency
- Wayleaves
- Lodges and operational property review
- Car Parks
- Cafes
- Operational Facility Improvements

Events

8. A summary of the 2015 events has been prepared for this Committee meeting.

Constabulary update

9. A total of 2,062 incidents were dealt with by the Constabulary from 1 January 2015 to 31 October 2015. Of the enforcement incidents recorded 159 related to dog control enforcements.
10. A successful prosecution relating to dog control was taken to court in September 2015.
11. Six Constables will be on Duty on New Year's Eve. Constables will patrol Parliament Hill where large crowds usually gather.

Sports

12. The City of London will be introducing an application that will allow tennis users to book online, through a partnership with the Lawn Tennis Association. Consultants have been appointed to engage and consult with tennis users

across the Open Spaces Department. The outcomes from the survey will assist the City of London with the introduction of online booking.

Swimming

13. The de-silting at the Men's Pond commenced on Monday 9 November. Consequently the Mixed Pond is now operating as a Men's Pond. The de-silting works are expected to take four weeks.

Staffing

14. The Projects and Management Support Officer started on 20 October 2015. They will be leading on the review of the Hampstead Heath Management Plan as well as a range of projects and programmes linked to the Open Spaces Department Business Plan.
15. The Communication and Information Officer post is currently vacant and measures have been put in place to cover this position in the short term.
16. As part of the Hampstead Heath Ponds Project we are requiring for an Apprentice to join our Ranger Team. Interviews will be held on 4 December 2015.

Golders Hill Park

17. The west facing herbaceous border within the formal garden has been replanted using perennials lifted from the flower garden.
18. A phased approach has been adopted in relation to the landscaping works to the disabled car park in Golders Hill Park. A short closure of the car park will be necessary whilst the tree felling is completed.
19. Works to install a holding tank at the Zoo Loos were completed on 12 November 2015.
20. Staff from Golders Hill Park collected a further trailer load of stumps from Epping Forest on 14 October. These will be used to complete phase three of the stumpery.

Parliament Hill

21. The first phase of the landscape restoration works at Kite Hill commenced on 15 October 2015. Additional fencing will be erected prior to New Year's Eve to protect the restoration works.
22. The Superintendent met with the Heath & Hampstead Society, Heath Sub Committee on the 21 October 2015 to discuss the management of the tree canopy impacting on the Parliament Hill Strategic View. An action plan was also agreed for updating the signage at this location.

Hampstead Heath Extension

23. The path at the very north eastern corner of the Heath Extension, where the path beside the Great Wall reaches Wildwood Road has been resurfaced by the Conservation Team to alleviate flooding.

Art Installation – ‘Empty Lot’

24. Soil from Hampstead Heath and Highgate Wood has been used in the newly opened art installation ‘Empty Lot’ by Abraham Cruzvillegas. The installation is situated in the Tate Modern Turbine Hall and will be on display until 3 April 2016.

Highgate Wood

25. A report summarising the operational activities in Highgate Wood since April 2015 has been included in the November Committee meeting papers.

Queen’s Park

26. A report summarising the operational activities in Queen’s Park since April 2015 has been included in the November Committee meeting papers.
27. A proposal on the introduction of Zippo’s Circus to Queen’s Park has been considered by the Queen’s Park Joint Consultative Group. Members are asked to consider and support the proposal.

Bob Warnock

Superintendent

Open Spaces Department

T: 020 7332 3322

E: bob.warnock@cityoflondon.gov.uk

Committee(s)	Dated:
Hampstead Heath Consultative Committee Hampstead Heath, Highgate Wood and Queen's Park Committee	9 November 2015 23 November 2015
Subject:	Public
Hedgehogs on Hampstead Heath – trial monitoring	
Report of:	For Information
Superintendent of Hampstead Heath	

Summary

This report details a trial hedgehog monitoring scheme, which took place in Golders Hill Park during September 2015.

Golders Hill Park appears to be an important area for hedgehogs and the methods used in the trial were successful in confirming their presence.

The methods used in the trial will be repeatable by suitably trained volunteers.

Recommendation

Members are asked to:

- Note the contents of this report.

Main Report

Background

1. An Essential Action in Hampstead Heath's Management Plan Part I is to 'Manage the Heath to protect and enhance populations of plants and animals protected by law, identified as being Priority Species in national and local Biodiversity Action Plans, or identified in subsequent management planning as being worthy of protection.' The hedgehog is listed as a Priority Species in the 2007 United Kingdom Biodiversity Action Plan.

The west-European hedgehog (*Erinaceus europaeus*) is unmistakable as Britain's only spiny mammal. It is native and locally common across Britain, only being absent from some Scottish Islands, wetland areas and pine forests.

2. An Environment Agency (2007) and BBC Wildlife magazine poll (2013) revealed the hedgehog as the most popular wild animal in Britain.
3. Trends from two long-running mammal surveys show that hedgehog numbers are in national decline in both rural and urban areas. A quarter of the hedgehog population is believed to have been lost between 2001 and 2011. A recent 2014 'Living with Mammals' update by the People's Trust for Endangered Species (PTES) showed that this declining trend in hedgehog numbers is continuing.

4. It is believed that the rate of this decline is unsustainable.
5. It is important to know where hedgehogs are, so that they can be considered in any management scheme and positive actions taken to protect this enigmatic mammal.
6. This report details a trial monitoring scheme begun in September 2015 and reviews the known status of hedgehogs across Hampstead Heath.

Current Position

7. Prior to this survey, only occasional records of hedgehogs had been made across Hampstead Heath. These records and anecdotal evidence over the last 20 years indicate that a sustaining population may be present on the Heath and surrounds.
8. In 2014, hedgehog records were made from the Heath Extension, Tumulus Field, and Bird Sanctuary areas as well as at Golders Hill Park. This perhaps indicates that hedgehogs are widespread across Hampstead Heath. However, as no systematic recording has been taking place, it is very difficult to know whether these are isolated records or whether hedgehogs will continue to survive on Hampstead Heath.
9. In 2015 two records were received from members of the public of very young hedgehogs discovered during daylight hours, which is unusual and perhaps indicates a nest abandonment or adult loss. However, as the records were only separated by a few days, it is possible that they were of the same individual. These records do, however, indicate breeding success. Hedgehogs can breed anytime between May and September, with a litter of between two to six hoglets.
10. An initial trial was undertaken by the Heath Ecology Team, with the aim of assessing the presence of hedgehogs and gaining an understanding of the techniques used in hedgehog monitoring. A further aim was to begin to understand which areas or features of the Heath are being used by hedgehogs.
11. The trial took place over two nights in September 2015. Three different monitoring methods were used – mammal footprint traps, spotlighting and wildlife camera traps.
12. Footprint tunnels are a non- invasive and statistically robust method for detecting the presence of mammals in an area and were initially developed at Nottingham Trent University. They consist of simple plastic triangular tunnels (Figure 1) with an internal tracking plate of ink strips and A4 paper to record footprints. Mammals are attracted by bait placed in the centre. The mammal enters the tunnel and leaves behind a set of footprints, which can then be identified.



Figure 1: Mammal footprint trap in situ.

13. Eight mammal footprint traps were set up around Golders Hill Park on 9 September and collected again in the early morning of 10 September.
14. Hedgehog footprints were detected in five of the tunnels and small rodent footprints found in a sixth (Figure 2). Two of the traps in the longer grass areas of the 'Dell' and 'Orchard' were without prints.

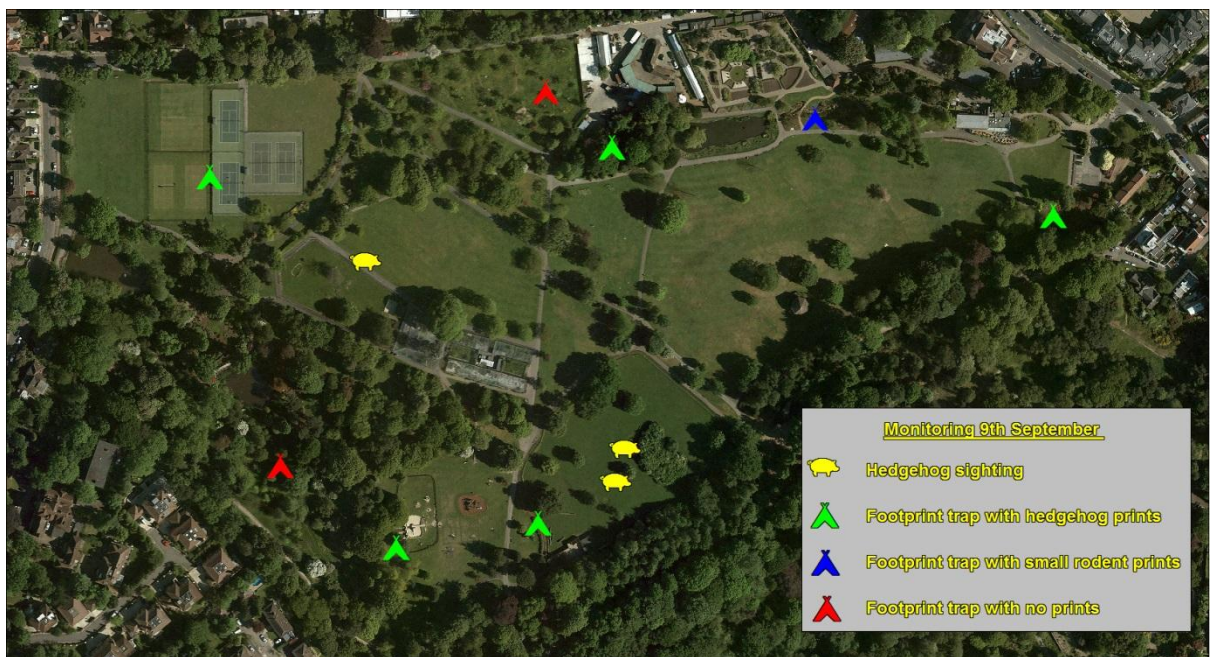


Figure 2: Hedgehog monitoring at Golders Hill Park 9th/10th September 2015

15. The traps reveal that hedgehogs are indeed present in the Park and visit various areas. Although it's not possible to assess populations from footprint traps, the size and numbers of footprints in a couple of the tunnels indicate that more than one individual was visiting the traps (Figure 3).



Figure 3: Hedgehog footprints in mammal tunnel trap.

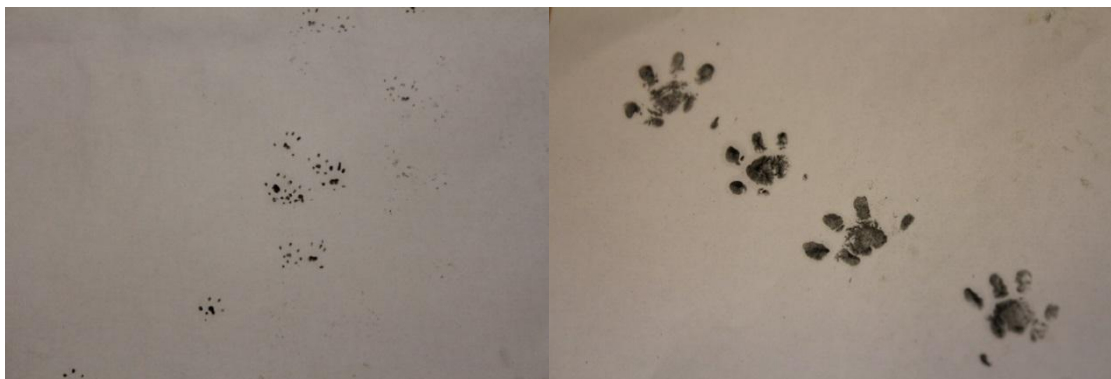


Figure 4: Close view of small rodent footprints (left) and the hand-like footprints of a hedgehog (right).

16. This initial footprint trapping was supplemented by spotlighting, which involves the use of a torch for finding individuals after dark. On the initial survey night (9 September), spotlighting was carried out between 9-11pm and resulted in three hedgehog sightings, with at least two separate individuals.
17. Wildlife cameras were also placed to record the activity around a couple of the footprint traps. An individual hedgehog was recorded inside a trap, with a second nearby outside. The cameras also picked up a number of fox visits, as well as a late night human interloper which highlights potential camera security issues despite being located in a locked park.



Figure 5: Still image captured from a video of a fox, taken using a wildlife camera.

18. Spotlighting was repeated on 29 September between 8pm-10pm, with the aim of identifying individual hedgehogs. When located, hedgehogs were weighed, sexed where possible, and tagged with a piece of Blu Tac to ensure repeat counts weren't made, after which the hedgehogs were observed to ensure they continued their normal behaviour.



Figure 6: Adult hedgehog spotted during hedgehog spotlighting.

19. Sexing, whilst visually straightforward, becomes slightly more complicated due to the hedgehog's natural propensity to curl up. With what can only be described as gentle jigging, it is usually possible to overcome this problem. Male hedgehogs

have a penis close to where a navel would be expected to be, while females (figure 7) have two openings close together near the base of the tail.



Figure 7: Female hedgehog

20. Nine individual hedgehogs were identified via a combination of sexing, weighing and tagging. Hedgehogs have large ranges and will travel up to 3km in a night, visiting different areas at different times. These sightings probably only represent a small proportion of the total number using the Park for foraging. Figure 8 maps ten sightings, though it is unclear whether one of these represented a different individual.

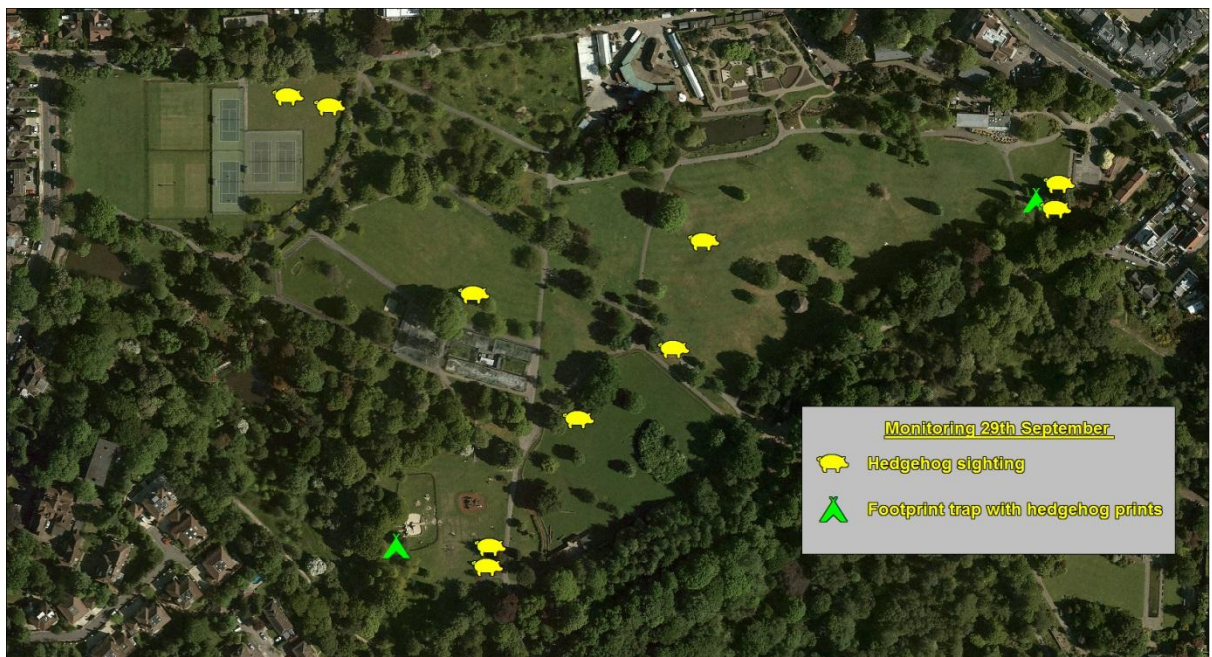


Figure 8: Map of hedgehog monitoring results from Golders Hill Park on 29 September 2015

21. All the individuals were seen foraging on short, regularly mown grass, apart from an individual seen observed in the slightly longer grass of the deer enclosure. Hedgehogs are insectivores, with beetles, caterpillars and earthworms making up a significant proportion of their diet.
22. Of these nine individuals, the weights ranged from 440g (which was a late-born young hedgehog) to a female weighing 1kg. The young hedgehog was at the lower weight range (450g is considered the minimum weight for winter survival) but still had some weeks to build up fat reserves. The remaining recorded hedgehogs were all 735g or above, a healthy weight for hibernation. An adult hedgehog generally weighs between 600g and 1.5kg, although occasionally up to 2kg. Weight varies according to the season, with peak weight being achieved in the autumn before hibernation.
23. It is not possible to age hedgehogs from obvious physical features but wild hedgehogs may live five to six years. Until recently the maximum reported age was 10 years old (a captive female hedgehog in 2005 was found to be 15 years old). In reality, however, the average is likely to be much lower, with many hedgehogs not surviving their first winter.
24. Whilst it is currently impossible to gauge the population status across Hampstead Heath, Golders Hill Park appears to have a large number of individuals that use the area for foraging. The Park thus appears to be an important area for hedgehogs and from anecdotal evidence, the same may be true for the Parliament Hill area.
25. These records will allow the City of London Corporation to begin to build up a database of any core hedgehog areas on the Heath. This may then be important in guiding habitat management works, and how these mammals may best be protected in the future.
26. The Royal Parks and Zoological Society of London began a major monitoring and research programme in Regents Park in 2014, which has been repeated in 2015. A report detailing recommendations and findings from this research will be published in spring 2016, which will help guide any future monitoring on Hampstead Heath.
27. The main initial focus of any scheme set up on Hampstead Heath will be to establish where hedgehogs may be present or indeed absent, and try to identify habitats or areas which may be important, particularly for foraging.
28. The future of any hedgehog monitoring scheme on Hampstead Heath is likely to be dependent on volunteer involvement. Any scheme will further aim to train and inspire local people to take an interest in hedgehog preservation, as well as encouraging a greater interest in urban wildlife conservation. Any future scheme will also be applicable to Queen's Park and Highgate Wood.
29. The Heath Ecology Team has learnt important information from this monitoring trial, not just from the number of hedgehogs seen but also in the practical application of hedgehog monitoring methods. Some of the hedgehogs weighed in at the upper limit of our equipment.

Proposals

30. It is proposed that a new programme of monitoring hedgehogs across Hampstead Heath is initiated, with volunteers being trained to carry out the majority of this monitoring.

Corporate & Strategic Implications

31. The work supports the City Together Strategy theme ... “protects, promotes and enhances our environment”.

32. It also links to the Open Spaces Department Plan through the Strategic Aim to “adopt sustainable working practices, promote the variety of life (biodiversity) and protect the Open Spaces for the enjoyment of future generations”, and the Improvement Objective to “ensure that measures to promote sustainability and biodiversity are embedded in the Department’s work”.

33. This monitoring also helps fulfil an Essential Action in the Part 1 Management Plan, namely:

NL8 Manage the Heath to protect and enhance populations of plants and animals protected by law, identified as being Priority Species in national and local Biodiversity Action Plans, or identified in subsequent management planning as being worthy of protection.

Implications

34. The City has a legal duty under the Hampstead Heath Act 1871 to maintain the natural aspect of the Heath.

35. There are no financial or risk implications for this report. Any recommended actions carried out will be undertaken using the Superintendent’s Local Risk Budget.

Conclusion

36. Hampstead Heath is currently believed to have a population of hedgehogs which have been present for at least the past 20 years. It is unknown how large the population is but hedgehogs may be widespread. Golders Hill Park appears to have a large number of individuals that actively forage across the site.

37. Management practices that may enhance the breeding and feeding opportunities of this mammal should continue.

38. Monitoring of this species should continue from this trial and it is anticipated that volunteers will be engaged in 2016 to carry out some of this monitoring.

Adrian Brooker

Ecologist, Open Spaces Department

T: 020 7332 3304

E: adrian.brooker@cityoflondon.gov.uk

Committees	Dated:
Hampstead Heath Consultative Committee Hampstead Heath, Highgate Wood & Queen's Park Committee	9 November 2015 23 November 2015
Subject: Hampstead Heath Ponds Project – Update Report	Public
Report of: Superintendent of Hampstead Heath	For Information

Summary

The Ponds Project has been under way since mid-April and continues to progress well. There has been a delay to work at the Model Boating Pond, caused by an issue with the temporary sheet-pile dam, but this will not extend the overall programme. The 18-month construction programme is scheduled to be completed in October 2016. The current programme is set out in Appendix 2.

Recommendations:

It is recommended that members:

- Note this report.

Main Report

Background

1. As previously reported, the Ponds Project was initiated following a series of hydrological studies which revealed that, in the event of a severe storm, there was a risk the reservoirs on Hampstead Heath could overtop, potentially leading to erosion and dam failure, putting lives, property and infrastructure at risk. A wide range of options was evaluated, and one selected and approved in June 2014 for each chain of Ponds, on the basis that it met the necessary legal, operation and design criteria. Planning consent was granted in January 2015 by the London Borough of Camden's Development Control Committee, subject to Conditions and a Section 106 agreement. Preparation works took place in February and March 2015, with the main works starting on 13 April.

Planning Conditions and Section 106

2. City Officers are continuing to liaise with colleagues in Atkins and the London Borough of Camden to discharge the Planning Conditions associated with the approval, in line with the work programme. There are nineteen Conditions in total. Of these, seven require no further approval but need to be complied with, eight have been approved and one part-approved (further details to be submitted). The final three Conditions relate to the Kenwood Ladies' Pond changing rooms and will require more information to be submitted prior to the works commencing.

3. The Community Working Group established as part of the Conditions continues to meet monthly and to monitor the project (more on this below). The London Borough of Camden also asked that three apprentices be employed. Appointments for two of these positions have been made and we are working towards filling the third post now.

Construction work

4. Most of the large-scale work to date has been concentrated at the Model Boating Pond. This Pond was deliberately programmed at the beginning of the construction period, as the works in this location were recognised as carrying the most risk of time-slip, due to the extensive temporary works required and the dewatering of a large section of the pond.
5. Issues have arisen with these temporary works, which involve building a temporary sheet-pile dam across the width of the pond. These issues include one of the sheet metal piles declutching, which created a gap in the dam. This was fixed by replacing one of the piles and the southern section of the pond was then drained. However, a regular inspection of the temporary dam soon afterwards found that a section in the middle had moved. Water was consequently pumped back into the southern section to equalise the water pressure and so avoid any further movement. Subsequent testing showed that the silt depth in the middle of the pond was greater than previous surveys had indicated. As a result, the sheet metal piles in the middle section of the temporary dam did not have enough resistance from solid ground to stay in place. To solve this, the middle section has now been propped by longer steel piles on the downstream side. (See Appendix 1 – Picture 1). The southern end of the pond has been drained once more and silt is being excavated to allow construction on the new permanent dam structure (Pictures 2 and 3).
6. These delays have added approximately 12 weeks to the programme at the Model Boating Pond, which is now likely to finish in September 2016. This should not impact on the overall programme, which is still scheduled to finish in October 2016. Who is liable for the risk of the increased costs of the delay and additional works is currently being considered, using the procedures contained in the contract. Appendix 2 has a summary of the programme.
7. Works at the Viaduct Pond have now been completed. (Picture 4). The existing dam has been raised by 200mm, a new overflow buried pipe installed and a new grass-lined spillway created. The Viaduct Pond is still to be de-silted as part of the project, which will take place this winter, using a suction technique.
8. Work has also finished at the Vale of Health Pond. (Picture 5). A grass-lined spillway was built, the dam raised by the installation of a kerb, and the path resurfaced with a hoggin material.
9. The works to the culvert between Hampstead No. 2 and Hampstead No. 1 Ponds are now under way. The outfall in the northern end of Hampstead No. 1 is nearly complete. The route of the culvert will then be excavated before starting to build the inlet structure for Hampstead No. 2 Pond, with works here anticipated to last approximately eight months in total. There will be a requirement to carry out crown reductions on the two London Plane trees either side of the culvert, due to the construction of the buried culvert and the proximity of their roots to it. Also

associated with the construction work is the diversion of a gas main, which will require some very careful trenching work through the rooting zones of the Plane trees. The works will be closely monitored by the Hampstead Heath Tree Management Team (Pictures 6 and 7). Hampstead No. 2 Pond will also be de-silted with the silt being used as part of the cut-fill balance for the borrow pits in Pryor's Field where the clay is being excavated for the structure at Catchpit.

10. In early October, work started at Stock Pond. A large grass-lined spillway is to be built in this location, as well as installing a new overflow pipe and raising the dam crest by half a metre. Work should be finished here by January 2016, (Picture 8).
11. Work at the Ladies' Pond also commenced in October, with the creation of an access route around the Bird Sanctuary and to the back gate, (Picture 9). Spillway works are to take place first, although the Pond will remain open for swimming while the spillway is constructed. The new building is a prefabricated structure and will be built off-site, then transported to the Heath. This is a more sustainable option and results in a shorter build time and less environmental impact. The work to replace the slab and install the building will take place from February to early May 2016.

Community Working Group

15. The Community Working Group (CWG), which was set up in agreement with London Borough of Camden and includes ward councillors among its membership, has continued to meet monthly, with additional guided walks planned to coincide with work taking place. Members of the Hampstead Heath Consultative Committee, the Community Working Group and the Ponds Project Stakeholder Group are invited to attend these walks, and further walks have been arranged for the general public.

Communications during construction phase

17. Weekly emails with updates on the project are currently being sent to over 800 subscribers, while the Ponds Project blog receives over 1000 visits per month at <https://hampsteadheathpondsproject.wordpress.com>. Information signs are placed at each Pond and the contractor regularly has positive interaction with the public over the Project.
18. A time-lapse camera was installed on the eastern bank of the Model Boating Pond. The live feed with a photo updated every four minutes can be viewed here: <https://timelapse.regenology.co.uk/api/embedded/m3m/>

Education

19. The Ponds Project Education Programme's principal focus is to engage with secondary schools, although engagement with primary schools, tertiary educational institutions and possibly non-school-related youth groups is also an objective. To date, twelve secondary schools and nine primary schools have been engaged with. Twenty-eight secondary sessions have been delivered for 684 students, and thirteen primary sessions have been delivered for 335 students. In terms of the total number of sessions delivered, the target has been

met exactly, although this has been achieved by delivering more primary and fewer secondary sessions than originally intended. The Ponds Project Education Programme progress report is attached as Appendix 3.

20. The focus in future will be on increasing the number of secondary school bookings, to which end new sessions are being developed to increase the scope of our offer. The Education Officer is also looking at ways she can engage with additional schools, while maintaining and building on relationships with schools already worked with through this programme. This will include running teacher-focused events to showcase the offer, while gaining feedback from the participants.

Conclusion

21. The delays at the Model Boating Pond, caused by the temporary works, have been unfortunate but recognising the risks involved in this type of work meant that this element was started early, so that no overall delay is expected. The majority of feedback received from the public is that the Project is generally being well-handled. The Partnering Team is pleased with progress to date and continues to meet on a regular basis. Complaints continue to be low in number and are reported to the Community Working Group on a monthly basis. The Project remains within budget and within the original programme.

Appendices

- Appendix 1 - Photographs of the construction work
- Appendix 2 – Summary of the Programme
- Appendix 3 – Ponds Project Education Programme progress report

Background papers

- CARES Flood Risk Study report
- Haycock Hydrology Improvements Detailed Evaluation Process (HiDEP): Hydrology and Structure Hydraulics and Recommendations Report
- Aecom Peer Review
- Design Review Method Statement
- Design Flood Assessment
- Constrained Options Report
- Shortlist Options Report
- Interim Quantitative Risk Assessment and accompanying Position Paper
- Preferred Options Report
- Strategic Landscape Architect Review
- Ponds Project Public Consultation Report
- Application for planning permission submitted to the London Borough of Camden for engineering works to the Hampstead and Highgate chains of ponds
- Judgment of the Honourable Mrs Justice Lang in R (Heath and Hampstead Society) v Mayor (et al) of the City of London

Background papers are available at www.cityoflondon.gov.uk/pondsproject

Selected previous committee reports

- Bid Report, July 2009
- Evaluation Report, May 2011
- Project update and appointment of the design team, July 2013
- Preferred Options and Non-Statutory Consultation, November 2013
- Contract Tender Report, January 2014
- Public Consultation Results, January 2014
- Option Selection Report (gateway 4c), June 2014
- Pre-Authority to Start Work Issue Report, November 2014
- Gateway 5 – Authority to Start Work Report, January 2015

Previous committee reports are available at: www.cityoflondon.gov.uk/committees

Jennifer Wood

Ponds Project Liaison Officer

T: 020 7332 3847

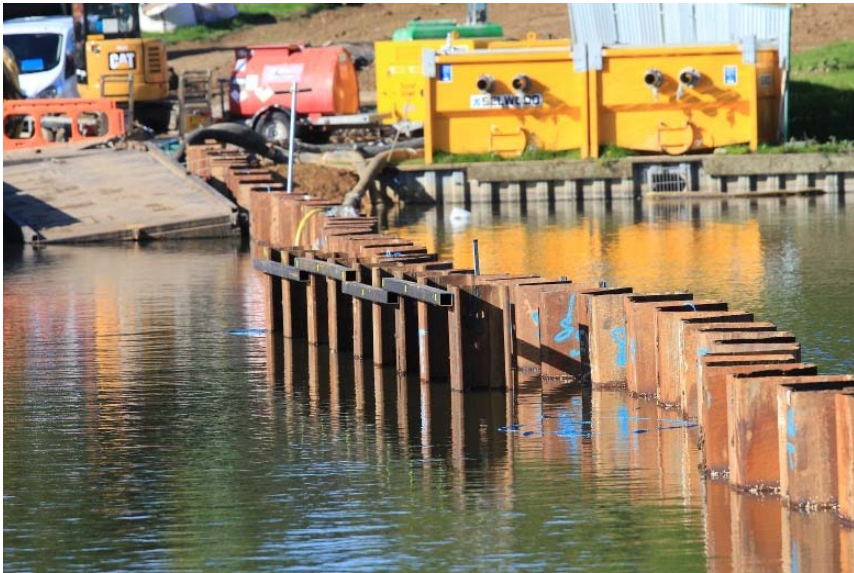
E: Jennifer.wood@cityoflondon.gov.uk

Philip Everett

Project Director

E: Philip.Everett@cityoflondon.gov.uk

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Picture 1 - Temporary dam at Model Boating Pond with additional piles stabilising the centre.



Picture 2 - De-silting Model Boating Pond using excavators



Picture 3 - Silt deposited to dry out in work compound next to Model Boating Pond.



Picture 4 - Completed works at Viaduct Pond



Picture 5 - Completed works at Vale of Health



Picture 6 - Works underway building the culvert between Hampstead No. 2 and 1.



Picture 7 - Works underway building the culvert between Hampstead No. 2 and 1.



Picture 8 - An oak retaining wall is installed to raise the dam at Stock Pond.



Picture 9 - Work compound and temporary access route at the back gate of Ladies Pond.

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Hampstead Heath Ponds Project

Education Project Report: Activity in August and September 2015

Progress in previous month:

	Ahead of schedule
	On Schedule
	Slight Delay
	Behind Schedule

Area and target	Progress this month	Progress to date
Project Coordination	<p>During August schools were on holiday, therefore much of that time was spend updating sessions, and writing new sessions. We are now advertising two additional sessions, Mini Dams and Archaeology and the Ponds Project, which take place in schools and on the Heath respectively. An article about the Archaeology and the Ponds Project session was released by the Ham and High on their website toward the end of September, and in print on 1 October. It included an interview with Education Project Officer Susannah Glover.</p> <p>There has also been a slight adjustment to target figures for number of students visiting based upon our figures so far . These new targets are based on there being an average of 25 students per group as opposed to 30. The target number of sessions remain unchanged.</p>	
Primary Programme 850 pupils engaged through 34 sessions	We have not had any primary sessions during August or September. We are still well ahead of our target for primary sessions.	<p>Total number of primary sessions: 13</p> <p>Total Number of children: 335</p> 
Secondary Programme 5175 pupils engaged through 167 sessions 3 schools with in depth involvement Engage with 420 pupils by British Science Week (BSW) activities	<p>During August, working with Ponds Project Communication Officer Jennifer Wood, we ran a family walk called the Ponds and the Past. We looked at the history of Hampstead Heath and explored the role played by archaeologists in the Ponds Project. We had five people on this walk, two of which were of secondary school age, and one of whom was doing a school project on the Ponds Project.</p> <p>We had one education session during September. This was for Capel Manor College level 3 countryside management students. I have included them under secondary school sessions, as their course is roughly equivalent to key stage 5 (A level). We ran a bespoke session looking at the characteristics of the ponds and how the Ponds Project will effect these. well, they seemed generally interested, and we were able to test out some activities that we intend to use in future Water Watch sessions. We hope to work with Capel Manor again in the future.</p> <p>We are still behind target with our secondary school sessions, and are looking for new way to try and engage with local schools.</p>	<p>Total Number of Secondary sessions: 29</p> <p>Number of students: 688</p> 
Evaluation 70% of sessions evaluated 70% teachers believe learning objectives met 60% Teachers believe most students progressed their understanding 60% students increase their understanding of the impact of humans on the environment. 50% students increase their understanding of the Scientific, Geographical and/or social context of environmental issues 50% students increase intention to take positive action for the Heath or the environment	We continue to increase the proportion of sessions evaluated by both teachers and secondary students. Feedback from Capel Manor College was excellent, though their knowledge and understanding of environmental issues and the impact of human on the environment was already excellent, and therefore was not greatly increased by the session.	<p>% of sessions evaluated by teacher: 60%</p>  <p>% of sessions evaluated by secondary students: 55%</p>  <p>% teachers believing LO Met well: 98%</p>  <p>% Teachers believing most students made progress: 98%</p>  <p>% 2° Students with increase understanding of impact of humans on the environment: 70%</p>  <p>% 2° Students with increase understanding of environmental issues: 60%</p>  <p>% 2° Students with increased intention to take positive action: 39%</p> 
Educational Resources 250 HHPP education webpage hits 50 resource downloads	During August and September we have had a total of 62 webpage views, 42 of these being unique view. During September we made some changes to the webpage. As the content increased we decided to add two subpages, Secondary Education and Primary Education.	<p>Number of page views: 541</p> <p>Number of unique page views: 445</p> 
Partnerships Develop three high profile partnerships for the project.	<h2>Page 65</h2>	

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Committee(s)	Dated:
Hampstead Heath Consultative Committee	9 November 2015
Queen's Park Joint Consultative Group	18 November 2015
Highgate Wood Joint Consultative Committee	18 November 2015
Hampstead Heath, Highgate Wood and Queen's Park Committee	23 November 2015
Subject:	Public
Update on Oak Processionary Moth (OPM) at the North London Open Spaces Division	
Report of:	For Information
Superintendent of Hampstead Heath	

Summary

This report provides an update on the Oak Processionary Moth (OPM) *Thaumetopoea processionea* population and its management at the North London Open Spaces Division, following the discovery of caterpillars and nests at Queen's Park and Hampstead Heath in June 2015.

Recommendation

Members are asked to:

- Note the contents of this report.



Figures 1 & 2. Forestry commission images of moth and caterpillars

Background

1. OPM is a native of southern Europe, where predators and environmental factors usually keep its numbers in check and minimise its impact. However, aided by the movement of plants, its range has been expanding northwards over the past 20 years, and it has become established as far north as the Netherlands, Belgium and northern Germany. The caterpillars arrived in the UK in 2006 in West London, close to Kew Gardens, as egg plaques on twigs of imported tree nursery stock from the Netherlands.



Figure 3. FC image of egg plaques



Figure 4. Author's image of browsing

2. The caterpillars feed on the foliage of oak trees from April through to early August, and have been known to cause significant defoliation and subsequent tree health issues where there are large populations and nests.

Health concerns

3. Of most concern are the human health problems the caterpillars can potentially cause, placing it on the London Risk Register under Section 24. The caterpillars in their later stages of development carry barbed (urticating) hairs that can cause severe skin irritation and breathing difficulties. There is an additional risk to dogs, which are highly sensitive to the microscopic hairs.
4. Human contact with the hairs (setae) of OPM can be associated with a range of symptoms of varying severity, from urticarial rash and dermatitis to anaphylaxis. Following the investigation of an outbreak of dermatitis in a group of residents living in South West London, concerns were raised over the potential health risks to the population, with particular anxiety about the potential of the caterpillar setae to trigger anaphylaxis-like reactions.
5. Occupational exposure is a concern regularly reported across the Arboricultural industry, where repeated exposure has been identified as a risk factor for sensitisation to OPM caterpillars, with those who are sensitised experiencing an increasingly severe response. A previous history of exposure does not appear to be necessary for a reaction to occur.
6. Prevention and treatment advice can be found in appendices in the Public Health England document '*Health effects of exposure to setae of oak processionary moth larvae - Systematic review 2015*' (see appendices). This report places the risk from the pest between low and medium and refers to control in the UK and mainland Europe as 'encouraging'. This overall analysis of the situation is not necessarily shared by those professionals involved in the control programme or by a number of the duty holders who are struggling to keep on top of the relentless spread of the pest in the London area.



Figures 5 & 6. Gristwood & Toms images of rash symptoms on contractors exposed to OPM setae

London-wide management

- Attempts to eradicate this pest have been through the use of Plant Health Notices issued by the Forestry Commission, which obligate landowners or duty holders to take action to control the caterpillars. Despite best efforts, treatment of the pest has turned to containment. Eradication measures are difficult, because the pesticides used are highly toxic to other insect species and the collateral damage is high. Kew Gardens for example has managed to limit the impact of OPM by the use of a non-biological chemical insecticide, but this treatment is not selective. Widespread use eradicates any other species susceptible to the chemical, many of which are beneficial to the natural system, with some species being endangered. This control option is simply not viable for many sites with significant nature conservation status.

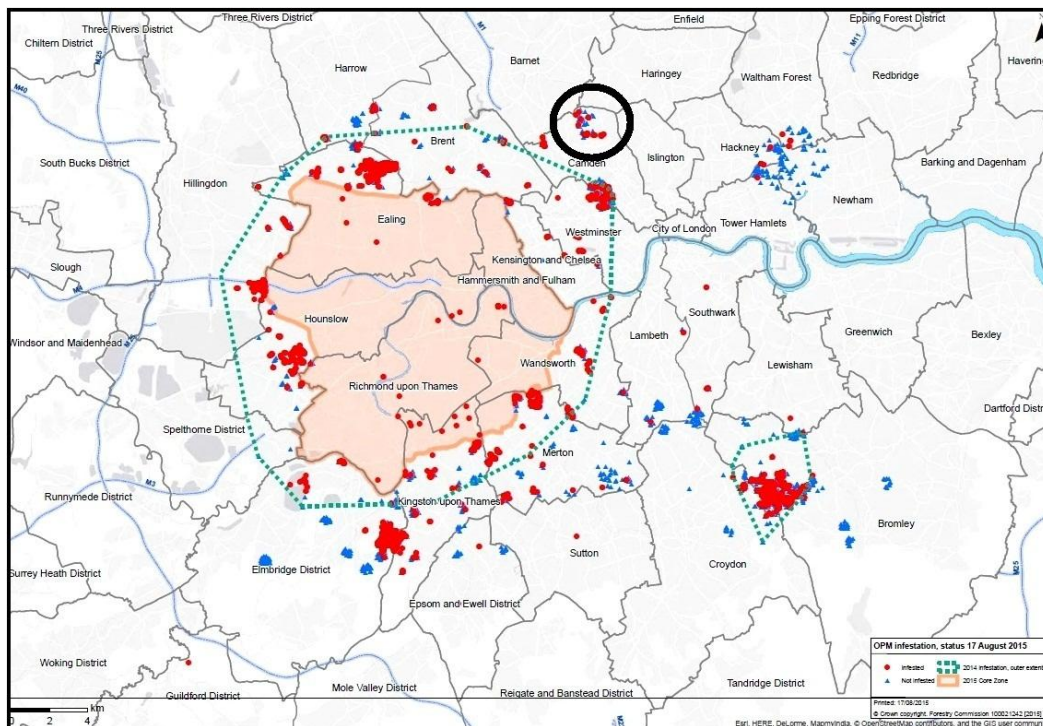


Figure 7. Current London spread (2015) FC map

Tree safety and the Law with regard to OPM

- There are legal requirements for duty holders responsible for trees that affect our staff and the public.

9. **Health and Safety at Work Act 1974**: this is the most critical responsibility that we undertake, including Section 3 of the Act which is concerned with the safety of the public. Along with the duty owed to all our staff, we also have a duty of care to members of the public, to ensure their safety *'so far as is reasonably practicable'* while they are on our land. The execution of that duty of care should be *proportionate to the risk identified*, and the HSE recognises that there will be a financial aspect to this.
10. **Occupiers Liability Acts 1957 and 1984**: these impose a duty of care on the tree owner to take *'reasonable care to avoid acts or omissions which cause a reasonably foreseeable risk of injury to persons or property'*. Tree owners should adopt the approach of a reasonable and prudent landowner, as failure to do so could lead to potential claims of negligence or nuisance. The tree owner must also understand that the duty of care is owed to persons entering their land, both invited and uninvited.
11. **Management of Health and Safety at Work Regulations 1990**: regulation 3 imposes a responsibility to carry out risk assessments, to assess the risk to non-employees. These regulations require duty holders to carry out risk assessments on their trees, and operate an inspection system that focuses available resources on tree stock in high-use, high-target areas.
12. **Plant Health Act 1967 and the Plant Health (Forestry) Order 2005**: the 1967 Act forms the Foundation Legislation for imposing controls and biosecurity measures in the UK, and the 2005 Order deals specifically with the EEC Council Directive 2000/29/EC on Plant Health.

OPM management at Hampstead Heath, Highgate Woods, and Queen's Park.

Training

13. A number of key staff have had off-site training since 2010 at Syon Park and Richmond Park, looking at caterpillars, nests and browsing, and have also attended various seminars and London Tree Officer Association workshops.



Figures 8 & 9. Author's own images of training

Pheromone trapping & inspection

14. The NLOS Tree Team first implemented pheromone trapping in 2007 at Hampstead Heath and Queen's Park, to catch male moths for the Forestry Commission's London-wide OPM flight study. This continued for the following two summers until 2009. One male was reported in 2009.
15. Three traps were placed across the Division: one at Queen's Park, one at Golders Hill Park, and the third on the Extension. Periodic visual inspections for caterpillars and foliage browsing were undertaken at the three sites each year during the OPM season (April to August)
16. Due to a change in the study programme parameters, the Team did not continue the trapping at NLOS after 2009, starting again in the summer of 2014. That year, seventeen males were captured from three of the four traps (Golders Hill Park, Spaniards Road and the Hampstead Way/Extension), which had been installed that August. Because of the confirmation of nests at Queen's Park and Hampstead Heath this year (2015), the four traps have been concentrated at Highgate Woods. There have been no records of male moths in these traps so far this year.



Figures 10 & 11. Author's own images of pheromone trapping

Confirmation of first OPM at NLOS

17. During inspection in June 2015, the Tree Team discovered caterpillars in one oak and a suspected nest in an adjacent tree in Queen's Park, not far from the Café. Fences were erected to exclude the public from these trees and information signs were installed. At this point, we informed the Forestry Commission, who sent an Inspector to the site to confirm. The inspector then carried out a further 100m-radius thorough inspection around these trees. No further nests were discovered.
18. Over the next few days, a report by a member of the public who was running across the Heath suggested that they had rash-like symptoms, which may have been associated with OPM caterpillars. A map of the runner's route was created and the Tree Team was dispatched to inspect the trees along the route. A nest was discovered on one of the first trees inspected, which led to the FC inspectors being brought onto the Heath to confirm. After confirmation, a further 100m-radius inspection was carried out, with further nests being discovered.
19. Over the next month, a total of fifteen nests in thirteen trees on the Heath were discovered by a combination of FC inspectors and the Tree Team, as shown in Figure 12. A further two trees with a nest each were discovered within the neighbouring English Heritage Kenwood property.

20. During this period Hampstead Heath and Queen's Park received separate Statutory Plant Health Notices to remove all nests across the sites, and to carry out spraying operations in Spring 2016.



Figure 12. Map of chronological order of discovered nests on the Heath in yellow (orange marks nest located within the Kenwood Estate).

Specialist Nest removal

21. Due to the significant health implications caused by the setae (urticating hairs) found on the caterpillars and in the nests, the decision was made not to expose the Tree Team to this hazard. Contractors were used who have specialist Personal Protective Equipment (PPE), including full respiratory helmets and disposable climbing kit.



Figures 13 & 14. Images of specialist PPE

22. The identified nests are removed and put into sealed double-skin plastic bags, which are placed into a container and then taken off-site for incineration. Figures 15 and 16 show nests containing the hairs at different stages of pupation, taken from trees no more than 50 metres apart.



Figures 15 & 16. Author's own images of removed nests

Ongoing management

23. The thirteen identified trees will be revisited this winter (out of leaf) by the FC inspectors, to see if there are any additional nests that may have been missed. These target trees and a surrounding 50-metre radius will be sprayed by contractors with the biological pesticide *Bacillus thuringiensis* (BT). This will help control next year's early-stage caterpillars when they emerge from their egg plaques.



Figure 17. OPM spraying at Kew gardens

24. The Tree Team will continue inspections of areas deemed to be at risk, based on the previous year's inspection areas, the nest location map, the jogger's route map, FC inspectors' discoveries, plus public and staff reports. The Team will continue with the removal of discovered nests, and with staff presentations in the field showing nests, caterpillars and browsing.

Other Pest and Disease threats

25. There has been a marked escalation in the rate of occurrence of novel threats from pests and diseases in the UK, mainly through importation.

26. As well as the control of OPM, the Tree Team is involved with the ongoing inspection and management of current and future pests, as well as with disease threats that are affecting the trees across the Division. These include:

- I. Monitoring for Chalara Ash dieback – *Hymenoscyphus fraxineus*.
- II. Detecting and removing branches on London Planes with Massaria disease – *Splanchnonema platani*.
- III. Monitoring for Acute Oak Decline.
- IV. Working with the LTOA inspecting sites across North London, looking for symptoms of Canker stain of plane – *Ceratocystis platani*.

Corporate & Strategic Implications

27. Tree management contributes to producing a Clean, Pleasant and Attractive City (Objective CPAC4) and to Conserve and Protect Biodiversity (Goal 15) in the Community Strategy. It will also help fulfil the Department's Strategic Goals and Objectives: No. 2. To adopt sustainable and sensitive working practices, promote biodiversity and protect the Open Spaces for the enjoyment of future generations, and No. 5. To ensure that the profile of the Open Spaces is further recognised through working in partnership with others to promote our sites and through influencing policies at a local, regional and national level.

Costs of managing OPM at NLOS 2015

Inspection and admin time

- Tree Team inspection at Queen's Park and Hampstead Heath
- Liaison time with the FC inspectors and installing barriers around nest trees (FC will advise their Inspectors' time and rates)
- Managing the nest-removing contractors (thirteen trees/fifteen nests)
- Placing and surveying pheromone traps over the flight period
- Administration costs @ 10%

The individual hours total = 250:

- 75 hours for Arborist
- 75 hours for Tree Team Leader
- 60 hours for Trees Management Officer
- 40 hours for Tree Manager
+ administration time

The time spent on OPM at Queen's Park = 40 hours

Time spent on OPM at Hampstead Heath = 210 hours

Cost of inspection and admin time = £8,080.00

Nest removals

4 site visits by Gristwood & Toms

x 1 at QP = £200

x 3 at HH (£400 half days) = £1,200.00

Cost of nest removal = £1,400.00

Total spend during 2015 is £9,480.00

Conclusions

28. It is quite clear that attempts to eradicate this pest across the London area have not been successful. This is due to a number of factors, including the moth's highly evolved survival strategy. Although we have been closely monitoring our Oak populations since the initial outbreak in 2006, the arrival of the egg-laying females has occurred earlier than we expected. Focussing resources on the current known populations will manage the individual trees that are affected but we have to face the certainty that Hampstead Heath, Queen's Park and potentially Highgate Woods will continue to have new nests as an ongoing management issue. There are several study programmes looking at various chemical and non-chemical controls, including natural predation by nematodes, bacteria, and predatory insects, but it could be a long time before a balanced mortality level in tune with the local ecosystem can be achieved.

29. Until that point, there is a need to assess the local resources required to continue managing this developing situation. This may include supplementing the Tree Team with independent Inspectors, looking at training and utilising local

volunteers, and a continuing dialogue with the Forestry Commission and neighbouring Local Authorities and site managers (including Kenwood)

31. Unfortunately the experience of other sites suggests that the caterpillar is virtually impossible to eradicate; it is a case of management and careful monitoring. They are here, they are not going away. City of London staff and the public will need to learn to live with them during the emergence, feeding, pupation and flight season of March to August.



Figure 18. Trees containing nests, fenced off in an open access public area (Parliament Hill Bandstand).

Appendices

Links & References

- **Forestry Commission** <http://www.forestry.gov.uk/opm>
- **London Tree Officer Association**
[http://www.ltoa.org.uk/docs/Forestry Commission-A4.pdf](http://www.ltoa.org.uk/docs/Forestry_Commission-A4.pdf)
- **Public Health England**
https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/432003/Oak_Processionary_Moth_FINAL_2_.pdf
- **Tree diseases in London - Ian Keen Associates**
<https://www.cityoflondon.gov.uk/business/economic-research-and-information/research-publications/Documents/research-2013/Tree-diseases-in-London-WebVersion.pdf>

David Humphries

Open Spaces

T: 07775703017

E: david.humphries@cityoflondon.gov.uk

Committees	Dated:
Hampstead Heath Consultative Committee – For Discussion	9 November 2015
Hampstead Heath, Highgate Wood and Queen’s Park Committee – For Decision	23 November 2015
Subject:	Public
Review of Annual Work Programme 2015	
Report of:	For Decision
Superintendent of Hampstead Heath	

Summary

This report reviews the management operations and activities carried out on Hampstead Heath over the past 12 months as part of the 2015 Annual Work Programme, and considers the new 2016 Annual Work Programme appended to this report.

Recommendation(s)

It is recommended that:

- Members note the work undertaken during 2015 to enhance the natural aspect and designed landscapes within the Heath.
- The views of the Hampstead Heath Consultative Committee be conveyed to the Hampstead Heath, Highgate Wood and Queen’s Park Committee at their November meeting.
- The Hampstead Heath, Highgate Wood and Queen’s Park Committee agree the proposed 2016 Annual Work Programme.

Main Report

Background

1. Hampstead Heath is a complex mosaic of different habitats, comprising extensive areas of grassland, secondary woodland, hedgerows, water bodies, streams, a raised bog, heathland and formal areas. It is also extremely popular and well used by the public. All these factors contribute to the complexity of managing the site.
2. Policy 6 of the Interim Management Policy Plan for the Heath states that the City will draw up an Annual Work Programme (AWP) for the Heath, in consultation with local groups and interested parties. This Programme will reflect the primary objective set out in the Mission Statement and will broadly cover planned conservation operations, including vegetation, pond and wetland management, tree work, footpath maintenance and fencing works.
3. For completeness, the major tasks required within the formal areas of the Heath have also been included within the AWP.

Review of the 2015 Annual Work Programme

Tree Management

4. 2015 was a challenging year for the Tree Team, with the discovery in June of Oak Processionary Moth (OPM) at both Queen's Park and Hampstead Heath, followed by an intense period of surveying to try to find all the affected trees and resident moth larvae before they pupated. The Team also had to attend to core tree inspection work and numerous other duties, including work relating to the Ponds Project.

Biosecurity and tree disease issues

5. With the discovery of OPM in June, first at Queen's Park then ten days later at Hampstead Heath, there was a flurry of activity to locate all the caterpillar nests before they had a chance to spread further. The infestation at Queen's Park proved to be very localised, with just two trees affected. With the help of the Forestry Commission, the other oaks in the Park were surveyed and arrangements made to remove the nests, using a specialist contractor.
6. The situation at Hampstead Heath was considerably more complicated, with clusters of trees affected near the Mixed Pond and Parliament Hill, plus several other isolated trees. By mid-July fifteen nests had been identified and two additional nests found within the Kenwood Estate. Forestry Commission surveyors were on site for nearly a month over the June and July period, supported by the Tree Team who also found a number of nests themselves, including a cluster around the Parliament Hill bandstand and tennis courts. All trees affected were cordoned off, due to the risk of contact for both people and dogs. It is suspected that the moths may have come from infested trees in Regent's Park.
7. The Tree Team Supervisor coordinated the removal of the nests, using the contractor that had dealt with the Queen's Park outbreak, and all the nests were removed by mid-July. The outbreaks at Queen's Park and Hampstead Heath have been a very useful learning experience for everyone concerned; it is hoped that the spraying operations next spring will contain the spread, although it is still early days and the results will not be known until next summer. Both Queen's Park and Hampstead Heath were issued with Statutory Plant Health Notices, with specific instructions on control measures and biosecurity precautions. All oak arisings are effectively quarantined at both sites until further notice, to reduce the risk of the pest spreading to other neighbouring Open Spaces and gardens.



Figure 1: Cordoned-off oak trees affected by OPM at Parliament Hill

Core work and tree inspections

8. A number of emergency tree works had to be carried out during the year, including several incidents of summer limb drop followed by incidents of branch and root plate failures triggered by the heavy rain and squally weather in mid- to late-July. Massaria continues to occupy a significant amount of the Tree Team's time and this year was no exception, with works continuing to remove infected branches at South End Green and Queen's Park. It is hoped the weather during the latter part of October will not be as stormy as in previous years. The Team has worked on 112 trees to date over the 2015 period and has been involved in various other tree management operations, including tree root investigation work and decay testing.
9. Tree inspections are progressing well and despite the disruption caused by the discovery of OPM, the Team has been able to catch up with the schedule. All inspections have been completed at Golder's Hill Park and we are ahead of last year's situation, having inspected over 1,800 trees since the start of the year.
10. The Tree Team inevitably became involved in works relating to tree protection and access pruning at the start of the Ponds Project. The main task involved crown lifting along the access road to the Highgate Chain of Ponds, as well as works at other locations to reduce the risk of tree strikes.

Nature Conservation Work

11. The early stages of the Ponds Project also saw the Conservation Team deflected off its core work to assist with timber extraction and also helping with the preparation of the BAM Nuttall offices at Kenwood Yard. The Team made up for lost time with an excellent grass-cutting season, making full use of the dry

warm weather that extended into the middle of July. A majority of the other programmed works were also completed, including hedge laying and habitat restoration work at various locations. The restoration of the Whitestone Garden has been a major success this year, with clearance work and replanting all carried out with the help of Heath Hands volunteers.

Ponds Project related works

12. With the Ponds Project tree removal work starting in February this year, the Conservation Team helped remove the larger sections of timber at the Stock Pond and also at Hampstead No 2 Pond, where two large London Planes were felled to allow the construction of the new covered culvert. With ground conditions very wet after rain and snow, the intervention of the Conservation Team significantly reduced ground damage and vehicle movements.
13. The Conservation Team Supervisor arranged for a mobile saw mill to come to Kenwood Yard and process a number of the larger lengths of timber that had been brought up from the Stock Pond. This timber will be used to construct informal bridges in the Fleet Valley, as well as cladding for some of the more prominent concrete structures to be built during the Ponds Project. In total, around three tonnes of oak timber was processed and is currently being stored in the recently built barn extension in Kenwood Yard.



Figure 2: Milling timber from the Ponds Project

Hedgerows and wild flower meadows programme

14. The Team managed to lay a number of sections of hedgerow before the bird-nesting season started, including at a very prominent location opposite the Lido. This work was particularly appreciated by a number of residents in the flats in Lissenden Gardens, as it increased light levels to the gardens and to the

ground- and first-floor flats. This work has added an additional rural touch to the revised landscape layout at the entrance to the Lido with its new wooden fencing and gates. Further work is planned over the winter and early spring to extend the hedge-laying as far as the main entrance. There will be a focus on hedge works on the Heath Extension this autumn, based on the programme of work specified in the Hedgerow Report produced in 2013.



Figure 3: Newly laid hedge outside the Lido

15. There was a concerted effort this year to repair some of the ground damage caused by the National Cross Country event in February. This is always a difficult task, as nothing can be done with machinery until the ground conditions have dried out, which will often be in mid- to late-March or even early April. We had some success in repairing the ground damage, but had to resort to fencing some areas off to allow them to recover.
16. In March and April, works also took place to reseed the two annual wildflower meadows, and a tractor-driven soil inverter (or 'blecavator') was hired in to complete the preparation work while the weather conditions were favourable. Three perennial wildflower meadows were also prepared and sown. By late June/early July, the annual meadows looked spectacular, particularly the area on Duke's Fields near Parliament Hill.



Figure 4: Wild flower meadow creation

Grassland management

17. The Conservation Team had an excellent grass-cutting season with warm dry weather throughout June and into July. Starting the cutting earlier this year allowed the Team to take maximum advantage of the good conditions and the quality of the baled grass was an improvement on previous years. The area cut was just under 10 hectares this year, which was less than last year (13 hectares). The Team was not able to cut the lower section of the Tumulus Field, due to the Ponds Project compound, but the overall collection of 26 tonnes of grass in 80 bales was a very good result under the circumstances.
18. The Team has been grass cutting at Kenwood Estate again this summer, which has generated some useful additional income and strengthened the relationship between the Kenwood Estate and Hampstead Heath. We hope this arrangement can be sustained in future years.

Invasives and woodland secondary management

19. There has been a focus this year on controlling invasives, particularly Japanese Knotweed using a specialist injection kit that optimises the herbicide and removes the need for conventional spraying. Japanese Knotweed continues to be a major problem in London and beyond, with Local Authorities and private land owners alike spending thousands of pounds on its control and disposal. Fortunately the spread of the plant on the Heath is very limited, which is entirely due to the Team's diligence in controlling the little that still persists on the site.

20. The Team has carried out a number of cyclical management works at various locations, removing invasive tree species such as Sycamore and Turkey Oak and coppicing carefully selected areas along the Fleet Valley. This will encourage regeneration and species diversity in these relatively secluded riparian areas which, with careful management, will develop into valuable habitat. There has also been a focus on opening up rides or pathway edges around the Viaduct and Sandy Heath. The work on the Sandy Heath ride has been rewarded with sightings of the Purple Emperor butterfly, which hadn't been seen on the Heath for some years.

Rural Infrastructure maintenance

21. The Conservation Team periodically receives requests to repair some of the wooden bridges across the Heath. This spring works were carried out on the wooden bridge (figure 5) between the cricket field and the rugby pitch on the Heath Extension, which was in poor repair. The Team has also laid a hoggin surface on the informal path at the north-eastern corner of the Heath Extension, as this area becomes waterlogged for long periods during the winter months.



Figure 5: Refurbished timber bridge on the Heath Extension

Working with Heath Hands and Whitestone Garden restoration.

22. There have been a number of additional activities complementing the core AWP, notably the successful restoration of the Whitestone Garden, which began in early spring with an extensive clearance of overgrown shrubs and tree management. There have been a number of well-attended and very productive Heath Hands sessions in the Garden, restoring sections of the pathway and preparing areas for replanting. The overall impact has been remarkable,

opening up the overgrown areas to light and making the garden more visible from the road, but at the same time not compromising its sheltered aspect. Work is now underway to create a water supply for the Garden, so that plants can be kept well-watered and thus hasten their establishment.



Figure 6: New areas for planting out in Whitestone Garden

23. Heath Hands have played a key role in working with the Conservation team on a number of long-term habitat conservation projects, including the heather site above the Vale of Health, and also the gorse compartments on Sandy Heath and the Flagstaff. They have also created new scrapes in sunny locations for invertebrates, such as solitary mining bees and wasps. The volunteers are also mentioned in the section below on Ecological work.

Ecological Work

24. Extensive and detailed input was made to design issues for the restoration of Ponds Project areas. These included amendments to seed mixes and areas to be turfed. Changes were also made to proposed sites for tree planting. While the original proposals included new trees along the eastern edge of the Ladies' Pond meadow, the proposed alternative is to plant eight oak saplings along the line of old field boundaries below the Tumulus. Proposals have also been drawn up to replace ornamental planting at the Ladies' Pond with native wild flowers. The Ecology Team continues to work alongside the Ponds Project contractors to ensure that wildlife and wildlife habitats are protected and, wherever possible, improved. The erection of bat boxes, assistance with fish rescue, as well as reviewing and advising on habitat enhancement schemes, are all ongoing.

25. New areas of perennial wild flowers were established at the Old Hockey Pitch and on the Extension, and annual wild flowers were re-sown at Duke's Field, all funded by the City Bridge Trust (CBT). Wild flower plugs were planted at the entrance to the Heath and Parliament Hill and in Golders Hill Park, also funded by the CBT. Monitoring of the Sparrows wildflower meadow showed that the sward remains stable, with the cover of thistle reduced due to dry weather.
26. The Ecology Team trialled a hedgehog monitoring scheme in Golders Hill Park. The aim was to begin to assess hedgehog populations on the Heath, prompted by hedgehog populations being in national decline. It is anticipated that volunteers will carry out further monitoring during 2016. The surveying involves putting out cardboard shelters, containing sheets of paper with a vegetable ink strip that the hedgehogs walk over as they enter the shelter, leaving their paw prints which allows easy identification. Golders Hill Park has a healthy small population of these rarely seen animals, which came as a surprise.



Figure 7: Hedgehog shelter with paw prints

27. Volunteer Teams have once again been involved in reptile monitoring on Hampstead Heath. The scheme is now just finishing its fifth season, with more than 25 volunteers involved and over 500 snake records made. From these, it appears the population of grass snakes has increased on the Heath.
28. Two 'open sessions' were held in the Bird Sanctuary in June for members of the public to see the abundance of spring flowers and find out how the area is managed. The two short sessions attracted over 200 visitors and comments received were overwhelmingly positive. This was a rare opportunity for the public to have access to one of the most diverse and conservation-rich compartments on Hampstead Heath. It also provided both the Ecologists the chance to showcase some of the normally invisible habitat management work that goes on behind the scenes.



Figure 8: Bird Sanctuary and meadow area

29. A Management Plan was drawn up for the Hampstead Fleet Stream and a report produced on vegetation monitoring over the past eleven years.
30. During the past year, excessive bramble incursion into grassland was reduced by repeatedly cutting it. This has been very successful and it is not generally proposed to make any further substantial reductions.

Formal Areas

31. The Gardening and Sports and Recreation Keeping Teams have had a challenging and creative year in completing approved projects in the 2015 AWP, together with routine general maintenance of the formal areas at Parliament Hill Fields, Golders Hill Park, Heath Extension Sports Areas, the Hill Garden & Pergola, and Keats House.

Golders Hill Park & the Hill Garden

32. This year has seen successful management of the sustainable planting scheme in the Wall Garden. The Park Manager and Head Gardener have liaised with representatives of Westminster City Council and shared good practice.
33. Landscaping of the Eagle Owl enclosure has been completed, as advised by the Zoo Ethics Group.
34. Shrub borders have been replanted following the wall rebuild in the Hill Garden, and the Stumpery further developed and maintained.
35. A Green Wall has been created outside the Butterfly House and Bee Hives successfully introduced in the Deer Pen.

Parliament Hill Fields

36. The planters in front of the café (figure 9) have been replaced using oak timbers and planted with native species that include Cowslip, *Primula veris*, Field Poppy, *Papaver rhoeas*, Hedge Cranesbill, *Geranium pyrenaicum*, Wild Basil, Field heartsease, *Clinopodium vulgare* and *Viola arvensis*.



Figure 9: New oak planters in front of the Parliament Hill Café with new planting scheme

37. Shrub borders have been replanted at the Hive (formerly the football changing rooms) at the Savernake Road entrance (figure 10).



Figure 10: New oak planters in front of the Parliament Hill Café with new planting scheme

38. A wooden cladding design for the concrete bins has been developed, which marks the start of a new project to improve the appearance of the numerous concrete ring bins across the site.

Sports Facilities and Filming Events

39. The Sports and Recreation Keeping Team managed all the winter and summer sports grass pitches to a high standard, including the introduction of a third rugby pitch on the Heath Extension.
40. Up to fifteen separate school sports sessions per week were accommodated from April through to July, including school sports days, Camden Schools Sports Association events, and the Night of the 10,000 metres.
41. More than 100 separate film location shoots were overseen and managed to ensure the Heath's landscape was protected at all times. This included a location shoot for the feature film 'The Danish Girl'.

Corporate & Strategic Implications

42. The preparation and implementation of an AWP in accordance with Policy 6 of the Interim Management Plan contributes to the strategic theme of *A Clean, Pleasant and Attractive City*. Its natural aspect is a significant factor in the popularity of the Heath for general recreation and sport, which also helps contribute towards *A Healthy City*.
43. The actions for the new AWP are set out under the main character areas of the Heath. This follows the format of the proposed Part III section of the Management Plan, with detailed prescriptions of the work. What is ultimately required for each of these character areas is a clear vision on the long-term aspirations for them, together with those policies that are relevant to these areas, which will be taken from the Part I overriding strategic direction and Part II policies for each Topic Area.

Implications

44. The costs of meeting this ambitious programme are funded through the Superintendent's local risk budget. Wherever possible, opportunities will be sought for external funding to support these essential works, while the Management Team will continue to promote and develop opportunities for volunteers.

Conclusion

The Heath is a complex site and it is impossible to set out in full all the work required to manage it a year ahead. Unanticipated circumstances (for example, storms) may require a change of priorities. However, the Programme establishes our intentions for the year, subject to the Committee's comments.

Appendices

- Appendix 1 - Annual Work Programme 2016.

Jonathan Meares

Highgate Wood & Conservation and Trees Manager

Open Spaces

T: 0750 0786 067

E: Jonathan.Meares@cityoflondon.gov.uk

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Appendix 1

Hampstead Heath Annual Work Plan January to December 2016

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Introduction

The Annual Work Plan January-December 2016 includes conservation and arboricultural work and work related to the formal areas of Hampstead Heath. It outlines the management works that will take place over the coming 12 months. Like all working documents it must be recognised that weather, seasonal changes and other factors can have an impact on the programme and lead to unavoidable changes. Sunday working which causes noise will be avoided where possible, but may from time to time be necessary. For example, in wet summers it may be necessary to take advantage of dry weekends to cut grass.

General maintenance

In addition to habitat management, this Plan also includes other works within the more formalised parts of the Heath. It has not been possible to include all the general maintenance and development tasks that take place, but elements of these can be summarised as:

- Amenity grassland areas are provided and maintained for recreation.
- Areas of formal gardens are maintained throughout the Heath, but principally at the Hill Garden, Golders Hill Park and formal recreational areas below Parliament Hill to Gospel Oak entrance and from Highgate Road to Nassington Road.
- Daily litter picking and Trilo collection from bins is carried out on a daily basis. Dedicated fishing tackle bins at each fishing pond are emptied separately by the Heath Rangers Team.
- Maintenance of sporting and recreational facilities for athletics, football, fishing, tennis and many more activities.
- Supervised swimming facilities at the Lido and at the three natural bathing ponds.
- Play facilities including maintenance of playgrounds, the Peggy Jay Centre and the Adventure Playground.
- Daily cleaning and inspection of public toilets.
- Liaison with the City's Sustainability Working Group to implement the City's sustainability policy wherever possible.
- Path maintenance Heath-wide as and when required: power harrow, add agreed aggregates and roll; and fill in potholes.
- Cleaning and maintenance of benches.
- Maintenance of fences.

Conservation work

Principles for ecological management

Much conservation work on the Heath aims to maintain the *status quo*. Without this work, valuable habitat would be lost from large areas of the Heath. Our current guiding ecological principles for the management of species and habitats are to follow the Hampstead Heath Management Plan and UK guidance or best practice, including:

- To maintain current grassland areas, particularly the scarcer patches of 'acid grassland' on the Heath's upper areas. This involves keeping back encroaching bramble but dealing sensitively with the margins of adjacent woodland and hedges, which can be particularly valuable ecologically. Such work will be completed from autumn to early spring, to avoid disturbing breeding birds, or from late autumn where there may be grass snakes present. Low bramble may be cut again outside this season.
- Where choices are possible, to aim for a mosaic of vegetation of different aspects and height. Such mosaics are essential for many invertebrates, amphibians and reptiles and this principle applies to both woodland and grassland habitats.
- To try to eradicate or prevent the spread of invasive species, e.g. Japanese knotweed and Himalayan balsam, which would be detrimental to the Heath's wildlife value if allowed to increase their populations. Native species can also be invasive, especially creeping thistle and common hogweed, and areas of these will also be controlled.
- The public enjoyment of nature in a safe environment is of paramount importance.

New work for 2016

The bulk of the Conservation Annual Work Programme is a continuation of the existing programme of tasks to maintain the wild areas of the Heath. Several new items have been added for 2016, and these are shown in **bold** in the attached table. They include :

- There will be considerable input to the Ponds Project. The Conservation Team will undertake some of the landscape work, including planting shrubs, small trees and wild flower plugs, and construction of 15 log piles and one reptile and amphibian hibernaculum. Heath Hands volunteers will be involved in this work. Six oak saplings, taken from the Heath, will be planted along the lines of old hedgerows on Tumulus Field, and three on the edge of Ladies Pond Meadow not far from Stock Pond. The ecologists will check and sign off the natural landscaping such as laying wild flower turf and aquatic planting. Some of this work may be undertaken before the 2016 New Year.
- Garden plants will be replaced with wild flowers in the southern meadow in the Ladies Pond enclosure.

- The canopy of the path from the Lido towards the café has spread and is impeding access along the path, damaging vehicles. It will be laid and, near the path, coppiced, leaving a number of saplings to grow on. Due to needing to undertake the work urgently, it may have been undertaken before the date of the Consultative Committee meeting.
- The western end of Hedge 1 contains remnants of the original hedge at its centre, particularly many field maple trees and several old hazel stools. The latter are heavily shaded and are declining. Young cherry trees in front of them on the southern side of the hedge will be coppiced, bramble retained but topped, and the hazels will be laid to rejuvenate them.
- Young trees on the north edge of the woodland belt between the two small meadows on the Extension will be coppiced. This was once a hedge, but is now over ten metres wide, and trees continue to establish and grow on each side. This not only makes incursion into the grassland, but also reduces brambly edge habitat which is so vital for biodiversity. Coppicing young trees and shrubs will restore a better habitat linking the conservation grassland and the trees and reduce continued reduction of grassland.
- Other hedges to be managed are that along the horse ride immediately north of the Extension Bothy and the hedge along the eastern boundary of the Cricket Field at Parliament Hill.
- It is important to leave uncut refuges when mowing land grass. However, it is difficult to leave small refuges within larger areas being cut, as grass turning and lifting machinery has to be raised over the long uncut grass. To overcome this, it is intended to reduce the size of individual areas to be cut and rely on uncut areas round them for refuges.
- There is a large and spreading patch of Himalayan Bramble on Preacher's Hill alongside Willow Road which is arching into the road and impeding parking and access. It cannot be cut while cars are parked alongside it. Non-chemical control would require repeated cutting, probably over a couple of years, and a parking suspension would be required each time. A cut will be undertaken in autumn 2015, and it is proposed to herbicide the regrowth the following spring.
- Elsewhere over the past year excessive bramble incursion into grassland has been repeatedly cut to reduce it. This has been very successful and it is not proposed to make further substantial reductions, although recently cut areas will continue to be managed as needed until grassland is restored.
- Work on the Hampstead Fleet Stream detailed in the Compartment Management Work Plan is included in the annual work plan.
- A method of surveying hedgehogs has been trialled in Golders Hill Park. This will be extended using volunteers.
- A raft will be installed on Highgate no 1 pond to try and attract terns to nest.
- Re-landscaping of Swain's Lane and Millfield Lane toilets entrances

Any comments or queries should be made, in the first instance, to the Conservation Manager, 020 8347 0389.

Notes on the tables

Numbers in the first column relate to approximate locations of proposed work as illustrated on the accompanying map. Relevant Natural Landscape Chapter policies from the Hampstead Heath Management Plan 2007-2017 are given in the second column, or where appropriate references to the Part I Plan itself. Areas of the Heath where the work is to be undertaken are listed in the third column.

General items

Map ref.	Policy nos.	Location	Description of work
	50	Hedgerows Heath-wide	Remove non-native tree seedlings
	27	Hedgerows Heath-wide	Carry out any necessary management to promote trees which could grow into veterans.
	Access	Pavement edge general	Lift all trees & shrubs to 2m & cut back to pavement edge as necessary
	36, 46	All water areas	Manage routine incidents, & assist Wildlife Rescue experts in dealing with distressed water fowl. Assist Constabulary in preventing & investigating dog attacks.
	36, 37, 47	All or several ponds	Use a boat to check for and remove line & tackle & other debris during the fishing season.
	36	All or several ponds	Organise & oversee regular work parties of members of the Hampstead Heath Angling Society to conduct more thorough clean-ups of the ponds & other fishing-related conservation work.
	36	All or several ponds	Work with the Hampstead Heath Angling Society to ensure fishing regulations are understood & adhered to & assist Constabulary in checking permits & rod licenses
	36	All or several ponds	Try to improve marginal vegetation
	36	All or several ponds	Check & clean pond inlets & outlets
	Access, 36	All or several ponds	Monitor ponds for general problems and algae scums, and ensure warning notices are promptly put up & taken down
	36, 47	All or several ponds	Monitor water oxygen and phosphorus levels
	36, 50	All or several ponds	Alleviate problems such as duckweed blooms and oxygen crashes when required
	36	All or several ponds	Liaise with Hampstead Heath Angling Society
	Safety issue	Several ponds, including Highgate no 1, Hampstead no 1, Vale of Health, Viaduct	Carry out tree and scrub clearance required by Supervising Engineer to reduce flood risk
	50	Heath-wide	Control Himalayan balsam, Japanese knotweed, giant hogweed, California brome, sycamore and, where necessary, creeping thistle, bramble, ragwort and bracken
	29, 30	Hedges Heath-wide	Top selected hedges as required to maintain hedgerow character
	50	Selected locations Heath-wide	Control selected areas of creeping thistle by cutting it just before it flowers
	50	Selected locations Heath-wide	Maintain extent of bramble at roughly current extent following reduction in 2014/5

	47	Selected locations Heath-wide	Monitor selected features, including certain invasive species, extent of bramble, Small Tumulus Field grassland, Tormentil slopes, Sparrows site, experimental cutting area, amphibians and reptiles.
	3	Heath-wide	Planning, facilitating and overseeing the work of Heath Hands

Vale of Health, East Heath, Preacher's Hill, Parliament Hill, Kenwood

1	H6	<u>Upper Vale of Health</u>	Cut bramble etc. round Pound to maintain views to it
1	1	<u>Upper Vale of Health</u>	Cut Cotoneaster opposite The Gables to maintain at about 1m70cm
1	4	<u>Upper Vale of Health</u>	Mow majority of fertile grassland (including along paths) annually in September, removing arisings
1	14, 15, 47	<u>Upper Vale of Health</u>	Maintain part of scraped area above acid grassland open as area for invertebrates, and plant gorse in remaining section. Maintain in future years.
1	4	<u>Upper Vale of Health</u>	Maintain uncut strip of grass by wood opposite The Gables by cutting once p.a. at the end of the season
1	13	<u>Upper Vale of Health</u>	Weed heather 2 to 3 times yearly as required and cut round existing patches to prevent encroachment
1	4	<u>Upper Vale of Health</u>	Maintain rough vegetation at top of slope near Whitestone Pond by cutting annually after cow parsley has flowered
1	50	<u>Upper Vale of Health</u>	Control Japanese knotweed
1	50	<u>Upper Vale of Health</u>	Cut areas of hogweed in rough grassland 2-3 times p.a. to prevent spreading
1	16	<u>Upper Vale of Health</u>	Ensure trees & shrubs in bramble areas do not become more numerous
1	46	<u>Upper Vale of Health</u>	Skirt bramble carefully by hand on Atypus slopes, & remove tree & shrub seedlings. Cut back overhanging branches if they have extended from previous year.
1	13	<u>Upper Vale of Health</u>	Coppice gorse on 12 year rotation, cutting 1/6th every even-numbered year. When zones are coppiced, remove trees and saplings but retain a few song-posts, e.g. hawthorn, elder. Cut bramble & remove.
1	50	<u>Upper Vale of Health</u>	Control invasive species, e.g. sycamore, southern woodland, adjoining Vale of Health Approach Road
1	Access, H6	<u>Upper Vale of Health</u>	Install memorial bench at viewpoint over Vale on access path onto the Heath from Whitestone Lane
1	Safety issue	Vale Approach Road	Maintain sightlines at junction of East Heath Road
1	7	Vale of Health N of Approach Road	Cut triangle of grassland above Approach Road
2	Safety	Vale of Health Valley	Flail toe of dam every other month as required by Dam Engineer
2	6	Vale of Health Valley	Keep central area open, but retaining elder bushes at south-west edge. Retain nettle/comfrey area on south-west side. Mow south-eastern side as required to control bramble with aim of recreating grassland.
3	50	Fleet Stream-Middle Bird Sanctuary	Remove and prevent regrowth of sycamores throughout to encourage ground flora.

3	43	Fleet Stream-Middle Bird Sanctuary/Bird Bridge	Coppice or remove selected young trees from stream edge. Lift alders and cut back scrub and bramble from stream edge and royal fern. Place/maintain log weir in front of Bird Bridge
4	50	Fleet Stream-Viaduct pond	Remove non-native <i>Aucuba japonica</i> from marsh edge and cut back fallen tree to the edge of the marsh.
4	43	Fleet Stream-Upper Viaduct	Re-coppice trees and cut back bramble from stream edge and wider 4m area. Place new log weir and remove vegetation from upper pool if occupying more than 50% of pool. Remove selected willows from marsh area adjacent to the pond and coppice remainder.
4	50	Fleet Stream-Viaduct pond area	Remove <i>Hedera colchica</i> from ground where possible. Cut ivy towards base where growing into tree canopies.
4	43	Fleet Stream Lime avenue culvert	Maintain open culvert/pipe under Lime Avenue through removal of accumulated sediment. Assess in 2016.
4	1	Viaduct Pond	On south-west side of Viaduct pond, cut back hedge below bench to create view of pond. Clear any tree seedlings and scrub in grassland near hedge but leave band of shrubs at south-west corner.
4	39	Viaduct Pond	Coppice alders along western bank every three years
4	16, 50	Viaduct Pond	Remove or coppice young sycamores in enclosures to west of pond
4	39, 50	Viaduct Pond	Remove sycamore and false acacia and recoppice tree regrowth between Bird Bridge and the Viaduct to maintain open area.
4	39	Viaduct Pond	Coppice willow and silver birch and raise alder crowns along east bank, especially where impeding growth of emergent vegetation
4	50	Viaduct Pond	Control Japanese knotweed in enclosed area.
4	50	Viaduct Pond	Pull Himalayan balsam from marsh area
4	13	Viaduct Pond	Remove bramble and saplings from gorse area east of Viaduct. Coppice any degrading gorse, and consider planting more
4	13	Viaduct Pond	Weed planted heather on exposed east bank
4	1	Viaduct Pond	Create natural Kingfisher/invertebrate bank along sandy bank to south of bridge. Dig vertical bank and revet where necessary for stability
4	43	Viaduct Pond	Create 2 log and brash piles. Exact location to be decided.
5	4	Springett's Wood	Mow grass/scrub 2-3 times avoiding bluebell leaves.
5	Access	Springett's Wood	Clear & mow paths
5	Access	Springett's Wood	Clean & oil bench
5	16	Springett's Wood	Keep bramble in damp area near pond in check by cutting back, & remove sapling & seedling trees & shrubs & scrub; create scrape
5	50	Springett's Wood	Remove & dispose of <i>Crassula helmsii</i> if present in pond
5	36	Springett's Wood	Maintain pond; reduce marginal vegetation by end of path to allow view of pond.
5	16	Springett's Wood	Check tree guards & tree ties, & clear scrub around young trees
5	29, 50	Top side of Old Hockey Field	Cut brambles round and beside bench to Chris Dryhurst.
6	50	Old Hockey Field wild flower area	Pull thistles before cutting
6	7	Old Hockey Field wild flower area	Cut wildflower area
6	Access	The Elms/Radio Mast	Cut back bramble/scrub encroaching on access road
7	19	Vale of Health Pond	Restore glade near pond inlets and possibly install small informal footbridge
7	50	Vale of Health Pond	Trim back bramble near bench above fishing pegs

7	50	Vale of Health Pond	Coppice saplings and lift trees competing with gorse on the south bank. Remove sycamore saplings from pond edge to south. Remove <i>Robinia</i> suckers growing along east bank.
7	22	Vale of Health Pond	Create log and brash pile. Exact location to be decided
7	16	Woodland south of Vale of Health Approach Road	Remove ivy from 20% of trees each year
8	13, 14	<u>Tormentil Slopes</u>	Cut bramble patch and rosebay willowherb repeatedly
8	13, 14	<u>Tormentil Slopes</u>	Cut areas of coarse grass repeatedly
8	14	<u>Tormentil Slopes</u>	Keep bramble in check
9	16, 19, 20	Path between Viaduct Pond and Vale toilets	Open up and improve habitat by coppicing both sides, leaving major trees except removing one <i>Robinia</i> . Remove one more <i>Robinia</i> annually but retain the best specimens
9	4	'Secret glade' W of path between Viaduct pond & Hollow Beech	Continue reducing bramble & rosebay willowherb.
10	Access, 7	<u>Pryor's Field</u>	Mow fertile grassland in southern part of field
10	46	<u>Pryor's Field</u>	Check area where common spotted orchid grows to ensure it is not being outcompeted; manage appropriately if so.
10	50	<u>Pryor's Field</u>	Clear sycamore saplings and laurel from woodland strip along north edge
10	50	<u>Pryor's Field</u>	Pull any Himalayan balsam in damp patch. Pull Himalayan balsam in central bramble patch only if whitethroat not breeding.
10	Access	<u>Pryor's Field</u>	Make sure main paths are clear of bramble and in good order, and ditch line running along the south of the field has been regularly cleared of leaf litter and debris.
10	20	<u>Pryor's Field</u>	Cut 1/3rd of the scalloped eastern edge of Pryor's Field between the path and shrubs (excluding the area dominated by blackthorn) on a rotational basis
10	13	<u>Pryor's Field</u>	Remove seedling/sapling trees in grassland and gorse along northern edge, and maintain gorse by clearing bramble. Replenish gorse as necessary.
10	6	<u>Pryor's Field</u>	Reduce the extent of bramble in south-west of Field, near car park, cutting by hand as ant hills are present.
10	50	<u>Pryor's Field</u>	Remove sycamore saplings from large willow area on the southern edge near the fairground site
10	50	<u>Pryor's Field</u>	Remove sapling Tree of Heaven near Catalpa tree
10	50	<u>Pryor's Field</u>	Cut or remove any purple Michaelmas daisy or white Michaelmas daisy not growing in main patches
10	50	<u>Pryor's Field</u>	Cut areas dominated by hogweed or remove flowers before seeding and take off site in all areas except that specified on map in management plan
10	50	<u>Pryor's Field</u>	Cut round Michaelmas daisy and bramble patches to retain current extent
10	6, 50	<u>Pryor's Field</u>	Control bramble and thistle as specified in management plan
10	6	East Heath Road	Control spread of bramble, trees etc. onto road and grassland
10	6	East Heath Road	Regularly prune willows to maintain form and maintain safe driver visibility at car park entrance
11	6	Willow Road	Keep bramble back to current frontier, with elm suckers removed
11	29, 30	Preacher's Hill	Lay and extend short hedge on boundary of Children's Playground
11	29, 30	Preacher's Hill	Lay hedge between Children's Playground and Downshire Hill and Willow Road
11	50	Preacher's Hill	Cut area of California brome repeatedly to stop it flowering, leaving patch of Russian comfrey

11	6	Preacher's Hill	Cut rough grassland & incipient scrub alongside Christchurch Road monthly, May-September
11	6	Preacher's Hill	Cut cow parsley/ rough grassland and incipient scrub alongside Willow Road in June/ early July (after cow parsley has flowered)
11	1, 46	Preacher's Hill	Remove dead trunk in SE corner, coppice elm regrowth, plant black poplar
11	16, 50	Preacher's Hill	Remove sycamores & sapling ashes to benefit plane and oak, clump near East Heath Road
11	1	Preacher's Hill	Cut back small area of holly to improve view
11	1	Preacher's Hill	Plant suitable trees, e.g. crab apple, alongside Christchurch Road
11	16	Preacher's Hill	Reduce ivy on woodland trees
11	50	Preacher's Hill	Herbicide invasive bramble on edge of Willow Road near junction with Christchurch Hill, which is causing a nuisance with car parking
12	1	Lime Avenue	Cut back epicormic growth at base of limes along avenue length
13	43	Catchpit	Create 4 log and brash piles. Exact location to be determined.
13	43	Mixed Pond	Create 2 log and brash piles. Exact location to be decided. Check on fungi location.
14	6	Mixed Pond meadow	Cut grassland regularly, to keep back bramble encroachment
14	H6	Mixed Pond meadow	Prune oaks to retain view of Christchurch steeple
15	9	Tumulus Field Pond	Remove all <i>Elodea</i> , and reduce other marginal vegetation to maintain area of open water
16	32	Tumulus Field	Plant 6 oak saplings along the lines of former hedge lines
17	25	Small Tumulus Field	Prepare a compartment management work plan
17	50, Access	Small Tumulus Field	Cut central triangle, where ragwort has become dominant
17	4, 16	Small Tumulus Field	Cut top half of rough area in upper, south, corner of field
18	29, 30	<u>Hedge 2, western end</u>	Coppice several young cherry trees and scrub on south side, leaving bramble, and lay hazel stools in centre which originate from original hedge
19	16	<u>Copse above Parliament Hill café</u>	Coppice 5-10m width hawthorn & ash saplings on south side of path to create denser habitat and open up path
20	4, 6, 7	Sparrows site	Undertake wholesale pulling of thistle at the end of July, then cut shortly afterwards
20	9	Sparrows Site	Soften shape of meadow, making outline more sinuous by sowing further adjacent small areas
21	30	Hedge from Lido northwards	Coppice western edge, lay/coppice remainder, to reduce obstruction of path, leaving plenty of stock to grow into standards, especially by school
22	6	Parliament Hill, near Dump	Mow close to fallen tree to prevent brambles growing up
23	16	Parliament Hill shrub islands	Lay second-to bottom shrub island on western path and cut back sloe encroaching into grassland by 2m.
24	50	Nassington Road Entrance	Control patch of Japanese knotweed north of entrance
25	30	Hedge along eastern boundary of Cricket Field, Parliament Hill	This newly-established hedge will soon get leggy and should be layed to create a good long-term structure.
26	E1	Heath Life Education Centre	Manage wildlife garden and its hedge for ecology & education.
27	E1	Secret Garden	Manage for ecology and education

27	9	Grassland west of Secret Garden entrance/Duke's Field	Re-sow a strip of cornflower annuals along edge away from path.
28	Access	Highgate no 1 and Men's ponds	Maintain windows onto ponds at trig points
28	H6, 1, 39	<u>Highgate no 1 pond</u>	Maintain 2 open viewing windows and prevent shading of marginals by coppicing willows on 3 year rotation. Windows should be re-coppiced if required to maintain view. High priority
28	1	<u>Highgate no 1 pond</u>	Install a raft for nesting terns
28	43	<u>Highgate no.1</u>	Create 2 log and brush piles. Exact location to be determined.
28	40	Boating pond	Repair and maintain fence surrounding reedbeds
28	42, 45	Boating pond	Maintain floating reedbeds/islands and aerators
29	7	<u>South Meadow</u>	Mow all grassy glades except large areas north of stream to allow access & maintain grassland. Retain strip of long grass round edges.
29	7	<u>South Meadow</u>	North of stream, cut 1/3 grassland (see management plan), leaving refuges
29	50	<u>South Meadow</u>	Remove oak seedlings from grassland
29	50	<u>South Meadow</u>	Pull or cut small balsam in Kenwood SSSI strip before it flowers
29	50	<u>South Meadow</u>	Remove laurel & sycamore saplings & seedlings
29	Access	<u>South Meadow</u>	Strim bramble from paths if required to maintain access
29	Access	<u>South Meadow</u>	Maintain area in front of Chubb shelter
29	16, 26	<u>South Meadow</u>	Winch out back holly in woodland selectively to improve visibility in woodland & reduce canopy competition where holly is tall.
29	19	<u>South Meadow</u>	Review need for further thinning & glade creation
29	6, 19	<u>South Meadow</u>	Remove encroaching willow saplings north-west of Herman Barr bench in northern grassland, and coppice nearby willow tree (adjacent to area previously cut) to restore grassland
29	Access	Chubb shelter	Clear any scrub obscuring shelter as necessary
30	1	Saxon ditch near Hampstead Gate	Remove brambles and brushwood; maintain dead hedges aimed at reducing footfall on this historic feature
31	47	Stream culvert crossing by bird feeders	Cut round where cuckoo flower grows
32	19	<u>Orchard</u>	Continue to coppice area of hazel/ash on a 7 year rotation. Plant additional hazel to fill gaps. Section 5 2016
32	Access	<u>Orchard</u>	Cut hedges, cut back nettles and other vegetation from path.
32	16	<u>Orchard</u>	Clear around recently planted hazels
32	16	<u>Orchard</u>	Remove one large sycamore
32	16	<u>Orchard</u>	Raise crowns of selected beeches where shading coppice areas
32	16	<u>Orchard</u>	Plant 2-4 pear and 2-4 apple trees into open sections. Section 5 2015 London and Middlesex varieties
33	47, 50	Cohen's Field ponds	Monitor for invasive species and remove as necessary
33	46, 50, visual access	Cohen's Field ponds	Stop shrubs & climbers growing higher than fence
33	36	Cohen's Field ponds	Autumn or late winter cut to pond edges to maintain a grassy fringe.
34	H6	Upper (western) Cohen's Field	Plant black poplars along eastern boundary of field where screening of Athlone House is required and on edge of Model Farm Compartment Top Meadow
34	Access	Upper (western) Cohen's Field	Maintain ditch to upper new pond to retain nearby crossing point
34	6	Upper (western) Cohen's Field	Continue to control expanding patch blackthorn, centre of Field towards northern edge

34	50	Upper (western) Cohen's Field	Control Japanese knotweed re-growth above Goodison fountain hedge line
35	6	Lower (east) Cohen's Field	Grub out sapling trees from western fringe, transplant larger recently planted saplings.
36	46, 50	<u>Model Farm Compartment: farm section</u>	Eradicate knotweed and balsam. Also cut back fringe vegetation and saplings to maintain some open ground.
36	7,46	<u>Model Farm Compartment: farm section</u>	Yearly cut to 50% of area.
36	History	<u>Model Farm Compartment: farm section</u>	Remove vegetation growing on walls
36	7, 46	<u>Model Farm compartment: top meadow</u>	Continue to manage as open grassland by cutting late.
36	4, 6, 46	<u>Model Farm compartment: top meadow</u>	July cut to perimeter of meadow and to selected coarse areas of grass/scrub to reduce vigour. Care should be taken of grass snakes.
36	7, 46	<u>Model Farm Compartment: Middle section</u>	Maintain as rough meadow through autumn cut
36	20	<u>Model Farm compartment- top meadow</u>	Coppice sapling + scrub thicket along northern boundary of top meadow to prevent it from developing into woodland.
36	4, 46	<u>Model Farm compartment: farm section</u>	Assess safety of 2 sycamores in north-west of farm area
37	7	Pipeline Triangle	Early summer cut to Triangle to reduce coarse grass vigour & encourage later-flowering knapweed & bedstraw
38	1 & others	Athlone House Gardens	Management according to detailed management plan
39	19	Cohen's Wood	Thin oaks selectively and use timber for projects around the Heath
39	36	Stream line from Cohen's Wood to Ladies pond	Re-coppice streamline area. Maintain dams & aquatic vegetation to improve water quality along catchments. Further clearance & dam creation may be necessary.
40	1, 36 & others	Ecofield	On-going maintenance including planting, pruning, weeding & mowing
40	29	Ecofield	Cut Leylandii hedge
40	1	Ecofield	Develop management plan for area
40	9	Ecofield	Develop wildflower area
41	47, 50	Ladies Pond meadow	Monitor and possibly remove thistle & ragwort round damp area
41	29	Ladies Pond Meadow	Plant 3 oak saplings on eastern boundary, northern section
41	29	Ladies Pond Meadow	Thin oak trees, removing poorer specimens, from adjacent to Ladies Pond, southern section, to provide more light to pond and promote better specimens.
41	4	Ladies Pond Meadow	Reduce erosion caused by paths by cutting alternative desire lines adjacent to existing path in summer
42	47	Stock Pond meadow	Cut patches of invading rush in cold weather to reduce vigour, leaving main patch beside path
42	6	Stock Pond meadow	Remove saplings growing near rushes and oval sedge
43	50	Ladies Pond	Remove non-native planting in meadow and replace with wild flowers
43	Access	Ladies Pond	Plant yew and holly inside fence to screen pond from view from Ladies Pond Meadow

43	1	Ladies Pond enclosure	Carry out wildflower meadow improvements, cyclical coppicing and pollarding
43	Access, 39	Ladies pond enclosure	NW edge of pond: remove woody debris from water & coppice 15m section of bankside to encourage emergent vegetation & reduce debris encroachment into the swimming area
43	6	Ladies pond enclosure	Cut northern wet meadow area to prevent scrub encroachment.
45	36	Stock Pond	Continue to selectively thin & lift bankside trees to increase light levels & reduce leaf litter: remove dead elms
45	46	Stock Pond	Clear round wild service tree saplings
45	36, 39, 50	Stock Pond	<i>Re-open canopy above northern marsh area. Remove seedling alders and dogwood</i>
45	36	Stock Pond	Cut back scrub encroaching onto northern marsh area. Cut back to dead hedge.
45	43	Stock Pond	Create 2 log and brash piles. Exact location to be decided
46	50	<u>Bird Sanctuary</u>	Control Himalayan balsam & giant hogweed
46	47	<u>Bird Sanctuary</u>	Weekly clean & fill bird feeder
46	Access	<u>Bird Sanctuary</u>	Trim small hedge in front of bird feeder to maintain visibility
46	39	<u>Bird Sanctuary</u>	Coppice 10% of willows & alder along eastern edge.
46	39	<u>Bird Sanctuary</u>	Regular coppice or removal of recent regrowth from large birch tree southwards on one-year rotation, to provide more light to water
46	36	<u>Bird Sanctuary</u>	Continue to expand wet meadow E of pond through selective coppicing of trees and scrub encroachment
46	H6	<u>Bird Sanctuary</u>	Coppice alder & dogwood S end of pond to maintain a minimum of 2 view points
46	19	<u>Bird Sanctuary</u>	Coppice hazel area E of pond on 7 year rotation. Remove competing elm scrub.
46	36	<u>Bird Sanctuary</u>	Create large pool/channel N side of pond to increase wetness & habitat for reedbed
46	39	<u>Bird Sanctuary</u>	Remove selected trees and shrubs near reedbed
46	36	<u>Bird Sanctuary</u>	Reedbed cutting section 1
46	36	<u>Bird Sanctuary</u>	Reedbed cutting section 4
46	36	<u>Bird Sanctuary</u>	Western wet meadow. Late cut to area to maintain as wet meadow and prevent encroachment onto reedbed. Leave small refuges.
46	36	<u>Bird Sanctuary</u>	Western wet meadow. Re-coppice willows every 2 years to maintain low growth
46	36	<u>Bird Sanctuary</u>	Dig more pools in western wet meadow to prevent drying out
46	36	<u>Bird Sanctuary</u>	Continue to increase reedbed through selective felling of birch & willow along NW edge of pond
46	6	<u>Bird Sanctuary</u>	Cut eastern dry area to prevent scrub encroachment.
46	36	<u>Bird Sanctuary</u>	Cut eastern wet meadow late winter
46	6	<u>Bird Sanctuary</u>	Cut north western rough meadow to prevent succession. Keep some rosebay willowherb and maintain a bramble fringe. Autumn cut followed by late spring and mid summer cut.
46	6	<u>Bird Sanctuary</u>	Cut rough meadow to the north of the reedbed late winter/early spring.
46	6	<u>Bird Sanctuary</u>	Late cut and early summer cut to grass area surrounding bird feeders to maintain as grassland
46	H6	<u>Bird Sanctuary</u>	Consider opening up viewing window again from corner nearest Millfield toilets
46	Access	<u>Bird Sanctuary</u>	Open up 1-2 new sightlines from western section towards reeds.
46	1	<u>Bird Sanctuary</u>	Prepare a management work plan
46	43	Bird Sanctuary	Create 2 log and brash piles. Exact location to be decided
46	43	Bird Sanctuary	Create amphibian and reptile hibernaculum. Exact location to be decided.
47	50	Southern slopes of Parliament Hill	Continue experimental regime of cutting selected areas of thistle monthly in season

Heath Extension

48	Access	Heath Extension, path edges	Rough cut throughout growing season
48	20	Heath Extension meadows	Development of scalloped edges between mown and long grass
50	4, 34	Near centre of north wall, Extension	Remove cherry suckers
51	4,34	North end of boundary between rugby and former rugby fields, Extension	Thin/coppice alder and hazel
52	29, 30	Hedge north of toilets, Extension	Top eastern section
53	29, 30	Hedge north of bothy, Extension	Lay or top
54	29, 30	Hedge east of cricket field, Extension	Coppice sloe and lay shrubs, northern end, west side
55	4, 33	Tree belt between two small meadows, Extension	Coppice young trees along northern edge to improve habitat & curtail further expansion into meadow
56	47	Extension, north-west corner of junior cricket field	Monitor ant populations
56	6	Extension, north-west corner of junior cricket field	Hand grub tree seedlings and saplings in uncut area & allow habitat to improve for meadow ants. Cut around hills
56	6	Extension, north-west corner of junior cricket field	Cut thistle areas thistles to east and west in July to stop spread into area of ant hills
57	6, 7	Ikin's Corner meadow	Clear scrub and bramble to conserve broad-leaved helleborine, then maintain.
57	6, 8	Ikin's Corner meadow	Cut grassland every 2 years
58	7	New hockey pitch	Top 50% thistle along hedgerow on west of grassland
58	7	New hockey pitch	Maintain scalloped edge to bramble & close-mown grass
59	7	Meadow west of children's play area	Top 80% thistle along east hedge
60	6	Meadow Lower & Upper Wield Field (formerly Meadow 308)	Reduce peripheral bramble. Target encroachment along north edge & remove seedling tree encroachment into meadow.
60	Access	Meadow Lower & Upper Wield Field (formerly Meadow 308)	Maintain horse ride and reinstate signposting
62	50	Meadow at North Point (far NE corner of Extension)	Hand pull or cut 80% thistle
62	7	Meadow at North Point (far NE corner of Extension)	Late annual cut leaving refuges

62	20	Meadow at North Point (far NE corner of Extension)	Develop scalloped edge between mown & uncut grass
62	7, 47	Meadow at North Point (far NE corner of Extension)	Cut & monitor three trial grassland management strips, cutting e.g. April/May; July; July then late
62	29	Meadow at North Point (far NE corner of Extension)	Cut hawthorn hedge
62	1	Short hedge west of ponds	Try to layer old crab apple tree
63	4	Eastern edge of Extension	Maintain cut grass strip at base of privet hedges at rear of private gardens
63	20	Hedge between cricket & football pitches	Retain 4m bramble/grassland fringe to hedge, leaving some wide sections clear to give occasional access to stream
64	6	Grassland in NE corner of football pitch field	Grub sapling trees from grass area in upper corner near hedgerow
67	46	Cricket field	Maintain native black poplar saplings at lower north corner of field
68	H6	Near damp patch	Maintain viewing windows on both sides to give more view of stream
69	16, 18	Old wood banks to east of Extension ponds	Remove holly if supressing hazel stools along wood bank edge.
70	4, 7	<u>Extension Ponds</u>	Maintain damp meadow by autumn/winter cut & clear from W edge of ponds 2-7. See management plan for location.
70	19	<u>Extension ponds</u>	Remove selected hollies from corners of Ponds 1, 2 and 3.
70	H6	<u>Extension Ponds</u>	Prune recently layed hedge along No.2 pond. Re-lay 2022.
70	19	<u>Extension Ponds</u>	Remove one willow tree and lift another, Pond 1, to increase light levels
70	6, 16	<u>Extension Ponds</u>	Cut/coppice scrub & grub bramble for N, S & E edges of ponds 5&6 to maintain low scrub & wildflower area & prevent encroachment into pond. See management plan for location
70	16	<u>Extension Ponds</u>	Selectively coppice shrub islands/groups on 10 yr. cycle to maintain thick vegetation. Coppice 1 island/yr. See management plan for location.
70	29, 30	<u>Extension Ponds</u>	Lay or thicken short hedge section running from pond 1 east towards Wildwood road.
70	36	<u>Extension Ponds</u>	Maintain open water by removing 50%-75% emergent vegetation from ponds 2-6 approx. every 10 years. Spread arisings along ground to west of ponds 4-6. Maintain minimum 50% open water. Pond 3 2013, pond 4 2015, Pond 6 2018, ponds 2 & 5 2020.
70	50	<u>Extension Ponds</u>	Remove New Zealand Pigmyweed, <i>Crassula helmsii</i> , from pond 2+5 and any other ponds where it is present.
70	47	<u>Extension Ponds</u>	Monitor dragonflies
70	41	<u>Extension Ponds</u>	Remove silt from ponds 1 & 7 by dredging sediment. Engineers department
70	Access	<u>Extension Ponds</u>	Maintain views to ponds in small sections of east and west sides through summer coppicing of vegetation.
70	46	Path edge near to Extension No.1 pond	Ensure marsh woundwort population west of Pond 1 is conserved. Coppice willow shading plants and move short section of narrow path to west by cutting through nettle patch.
71	29, 30	<u>Extension, near north-east corner</u>	Lay west half of hedge and gap up

72	30	<u>Extension, hedge on east side of horse ride at latitude of Children's Playground</u>	Lay hedge
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West Heath

73	2, 7	Flagstaff	Regular cut, but with midsummer window to allow flowering of wildflowers
73	H6	Flagstaff	Maintain view from benches towards Harrow
73	13, 14	<u>Flagstaff gorse patch</u>	Coppice a section of gorse on 12 year rotation and remove seedlings sycamore, oak and birch in compartment. Section 3 in 2015. Section 4 in 2016. This section will require clearing and planting initially. Follow-up bramble removal in spring/summer if needed
73	14	<u>Flagstaff gorse patch</u>	Gorse expansion in section 4. Remove tree and scrub cover from area. Grub out any bramble. Rake and remove as much top soil as possible. Plant up with potted gorse.
73	13, 14	<u>Flagstaff gorse patch</u>	Plant any open areas with gorse
73	13, 14	<u>Flagstaff gorse patch</u>	Follow up management of recently coppiced/expanded area of gorse. Revisit section to remove any returning scrub or bramble growth. Replant any failed gorse. Section 3 in 2016
74	13	Heath lands, next to Jack Straws car park	Late annual cut, leaving refuges
75	7, 9	Meadow below Pergola	Re-sow wildflower meadow
75	13, 14	<u>Heather stand on slope by Hill garden middle gate (old section of Pergola)</u>	Weed existing heather. Increase area of heather/acid grassland by cutting back scrub and bramble from the fringes particularly the lower slopes.
75	14	<u>Heather stand on slope by Hill garden middle gate (old section of Pergola)</u>	High cut to lower heather section to maintain as low heath and prevent scrub encroachment
75	13, 50	Heather stand on slope by Hill garden middle gate (old section of Pergola)	Control bracken
77	46, 50	Area opposite Hill Garden main gate, adjacent to North End Way	Remove bramble & bracken encroaching on lily-of-the-valley & grassland
77	13	<u>Inverforth Close/Hill Garden heather site</u>	Weed and maintain heather
77	14	<u>Inverforth Close/Hill Garden heather site</u>	Increase area of heathland/acid grassland through selective tree and scrub removal from eastern edge
77	14, 15	<u>Inverforth Close/Hill Garden heather site</u>	Cut perimeter of area 2-3 times to prevent bramble and scrub encroachment.
78	13	Drying Ground	Coppice or lift gorse growing over heather surrounding gorse patch. Weed & maintain heather on slopes
78	15	Drying Ground	Maintain open aspect under pines by bramble & scrub removal

78	14	<u>Drying Ground</u>	Continue to Increase area of Heathland/acid grassland through selective tree and scrub removal southern slopes towards hollow. Rake or scrape off heavy areas of leaf mulch.
78	6, 14, 15	<u>Drying Ground</u>	Cut open area down to hollow to prevent scrub regrowth and establish grassland
79	7	Grass Square opposite Bull & Bush public house	Late cut to grass, removing cuttings. Cut away from road edge.
79	50	Grass Square opposite Bull & Bush public house	Control knotweed
80	29	Cuttings Path	Maintain hedge and prevent encroachment
80	7	Cuttings Path	Maintain grass bank with late annual cut
80	16, 19	Cuttings Path	Maintain sightlines and open aspect along length of path

81	50	Heather adjacent to main path leading through West Heath 50m in from Dump	Control bracken on slope adjacent to area
81	13, 14, 15	Heather adjacent to main path leading through West Heath 50m in from Dump	Weed heather 2 to 3 times yearly.
81	4, 6	Heather adj. main path leading through West Heath 50m in from Dump	Regular cuts of newly opened grass areas to prevent scrub encroachment
82	39, 40	Leg of Mutton Pond	Cut back holly & coppice/pollard selective trees from pond banks, on 4-year rotation to allow light to penetrate marginal areas. Prevent regrowth in areas of good emergent vegetation. 1 side a year
82	39	Leg of Mutton Pond	Removal of tree and scrub cover shading out marginal vegetation, particularly on north side
82	39	Leg of Mutton Pond	Remove willow and birch scrub growing in reedbed. Cut back/grub out bramble encroachment from edges
82	36	Leg of Mutton Pond	Cut reeds every 8 years
82	50	Woodland rear of garden fences (area south-west of Leg of Mutton Pond)	Monitor & control Japanese knotweed
84	16	Main body of West Heath woodland	Develop & increase deadwood habitat piles. Place timber in bramble in shade.
84	16	Main body of West Heath woodland	Maintain open glades through removal of sycamores
85	Access	West Heath roadside	Keep road edge & bollards visible by close-mowing through season
85a	7	West Heath meadow	Late cut to lower part of meadow, leaving refuges
86	36, 44, 46	West Heath valley mire (West Heath bog)	Remove encroaching bramble from around dwarf willow & seepage points

86	46	West Heath valley mire (West Heath bog)	Cut Juncus & Glyceria before frosts to allow improved growth of sphagnum species
86	46	West Heath valley mire (West Heath bog)	Try to expand sphagnum through pool re-creation & translocation
86	46	West Heath valley mire (West Heath bog)	Maintain low herbage through regular cutting. Monitor for development of sphagnum.
86	14	West Heath valley mire (West Heath bog)	Cut of area between West Heath meadow & bog through removal of scrub & selective lifting & thinning of trees. This will increase area of acid-loving flora such as tormentil.

Whitestone Pond and Judges Hollow

87	36	Whitestone Pond	Maintain pond to specification outlined by City Surveyors. Cut reeds overhanging path in early spring
88	Access	Lower corner West Heath road/ Branch Hill junction	Maintain sightlines for traffic on lower bend.
88	Access	Lower corner West Heath road/ Branch Hill junction	Cut back road edge from Branch Hill junction down to West Heath meadow if necessary road closure can be obtained.
88	7, 50	Flat area at top of Judges Hollow, close to flagstaff	Early cut; top thistle within grassland area
89	50	Judges Hollow	Flail low bramble patches invading grassland
89	7, 13	Judges Hollow small wooded area & steep slope	Late annual cut to half slope
89	50	Judges Hollow small wooded area & steep slope	An isolated & expanding area of thistle & nettle on edges of bank needs regular cut to prevent expansion into acid grassland
89	50	Judges Hollow lower section & gentle slope	Cut or pull patches of nettle among fine grasses
89	50	Judges Hollow lower section & gentle slope	Selective cut during May & July to reduce aggressive coarse grasses.
89	50	Judges Hollow lower section & gentle slope	Remove bramble & seedling trees encroaching on all open areas
99	50	Judges Hollow area of mature gorse	Remove large turkey oak and any seedling sycamores
90	7	Judges Hollow lime & chestnut avenue	Late cut of grass next to houses.
90	Access	Judges Hollow lime & chestnut avenue	Prune epicormic shoots on limes

Sandy Road

91	Access	Path from Spaniards Green to Ikin's Corner	Cut back bramble encroachment
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92	20	Sandy Road	Continue cutting 2 coupes/year along ride in 5-year rotation. Sections 1b +3a in 2015. 2a + 5b in 2016. See map.
92	50	Sandy Road	Remove Turkey oak from section 5b and Norway maple from section 2a.
92	20	Sandy Road	Cut scalloped 2-3m strip along path edge during July
93	H1	Cooling Track	Monitor & remove tree seedlings along ditch as necessary
93	7	Cooling Track	Glade opposite Extension top locking bar: late cut at end of season
93	43	Cooling Track	Clear ditch culvert as necessary
94	50	Old Sand Pit, behind Heath House	Remove seedling sycamores
94	Access	Old Sand Pit, behind Heath House	Shape low epicormic growth from lime trees by bench
95	7, 50	Woodland next path & horse chestnut avenue, south of end of North End	Late cut to the Lily of the Valley area to remove bramble & ivy encroachment
96	39	Sandy Heath ponds	Selectively coppice or remove tree/gorse and scrub cover from the edge of pond No.4 to prevent shading and establishment of large trees.
96	4, 14	All Sandy Heath ponds	Remove bramble developing in damp shaded areas & acid grassland
96	36	All Sandy Heath ponds	Remove selected emergent vegetation + sediment to prevent succession & maintain area of open water. Pond 1 in 2015 or 2016 with mini-digger/contractor
96	14	All Sandy Heath ponds	Regular cut of grass adjacent pond 4 to establish & maintain acid grassland
96	36	Main Sandy pond	Boom and net duckweed from pond No.2 surface when covering greater than 25% of pond surface
96	39	Main Sandy pond	Remove trees from centre of large Iris bed in pond No.2.
97	14	Sandy Heath grassland	Remove turkey oaks from selected areas to increase the extent of acid grassland.
98	13, 14	Pitt's Garden	Weed & maintain heather plantings. Remove pine tree seedlings & saplings. Remove willow saplings.
98	16	Pitt's Garden	Remove three pine tree to provide room for the rest to mature
98	13	Pitt's Garden	Keep bramble controlled in areas of gorse
98	Access	Pitt's Garden	Remove wooden fence surrounding the arch
98	14, 15	Pitt's Garden	High cut of northern heather section to maintain as low heath and prevent scrub encroachment
98	14, 15	Pitt's Garden	Cut around heather sections to prevent scrub encroachment
98	H1	Pitt's Garden	Keep listed wall adjacent to North End clear of vegetation.
98	H1, 50	Pitt's Garden	Remove some bramble & buddleia & coppice gorse along top of crib wall bank
98	4	Pitt's Garden	Maintain margins as grassland & prevent scrub encroachment on path by fence adjoining North End Way
98	14	Pitt's Garden	Increase area of potential heathland through removal of selected shrubs and trees from northern section.
99	6	Paddock	Grub tree seedlings & bramble as necessary
99	50	Paddock	Reduce thistles
99	7	Paddock	Early spring cut to 80% of meadow, leaving refuges, & repeat cut in summer, to encourage scabious
99	46	Paddock	Plant scabious plugs around Paddock to encourage spread
100	50	Large (Summer) Meadow	Control majority of Canadian golden rod, Russian comfrey & Michaelmas daisy as required
100	50	Large (Summer) Meadow	Remove non-native tree seedling in peripheral areas of meadow

100	7	Large (Summer) Meadow	Early spring cut (around March) to allow invertebrates to overwinter in dead stems
100	6	Large (Summer) Meadow	Cut back bramble edge on south side by 3m
100	6	Large (Summer) Meadow	Continue to remove saplings coming up through gorse
101	13, 14, 15	<u>Sandy Gorse patch</u>	Coppice/expand gorse on a 12 year rotation. Section 4 in 2016. Initial expansion required in 2016 Grub out seedling trees and remove bramble. Plant up any bare/dead patches with potted gorse
101	13, 14, 15	<u>Sandy Gorse patch</u>	Gorse expansion in section 4. Remove tree and scrub cover from area. Grub out any bramble. Rake and remove as much top soil as possible. Plant up with potted gorse.
101	13	<u>Sandy Gorse patch</u>	Follow up management of recently coppiced area of gorse. Section 3- Revisit section to remove any returning scrub or bramble growth. Replant any failed gorse.
101	13	<u>Sandy Gorse patch</u>	Coppice 1-2m strip of gorse from either side of main east-west track.
101	13, 14, 50	<u>Sandy Gorse patch</u>	Control bracken
102	16, 23	Woodland adjacent Spaniard's Road	Remove cycle jumps
103	H6	North End Green: corner North End & North End Avenue	Cut bramble beneath trees to open view of Green from North End Avenue.
103	Access	North End Green: corner North End & North End Avenue	Put in new boundary posts adjacent to old ones, leaving the bases of the former rotten posts in the ground for stag beetle larvae and prevent disturbance of newts
104	1	Woodland edge north end Bridle Cottage entrance	Maintain open aspect along Bridle Cottage wall
105	4	Hill above Wylde's Farm	Maintain 5m grass verge by cutting twice p.a.
105	H6	Hill above Wylde's Farm	Remove small holly regrowth & saplings
105	H6	Hill above Wylde's Farm	Cut low bramble on bank in summer
106	Access	Wylde's Farm access road	Remove any garden rubbish
106	Access	Wylde's farm access road	Strim round bollards throughout season
106	Access	Wylde's farm access road	Selectively thin trees growing into road
107	16	Woodland near Wylde's Farm	Manage area with pines to encourage these by removing senescent larches and nearby Turkey oaks and planting new Scots pines.

Golders Hill Park

108	47	Golders Hill Park and elsewhere	Trial and initiate hedgehog survey using volunteers. Other locations to be also considered
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Map showing locations of work items



Arboricultural Works

Veteran trees

Policy nos.	Location	Description of proposed works
NL13	Selected locations Heath-wide	<p>Management to tranche of next 10 nominated trees from the Veteran Tree Survey.</p> <p>Proposed works to include:</p> <ul style="list-style-type: none"> • Haloing adjacent tree canopies • Felling selective encroaching trees • Retrenchment pruning • Cable bracing • Dead hedging • Mulching • Moving paths/targets

Wild service

Policy nos.	Location	Description of proposed works
NL4	Selected locations Heath-wide	<p>Continue to record new found specimens.</p> <p>Works to nominated trees</p> <p>Proposed works to include:</p> <ul style="list-style-type: none"> • Haloing adjacent tree canopies • Felling selective encroaching trees • Retrenchment pruning • Dead hedging • Mulching • Moving paths/targets • Planting 4 year old saplings in identified locations • Collecting seed for next tranche of propagation

Poplar project

Policy nos.	Location	Description of proposed works
NL1	Selected locations Heath-wide	<p>Survey of entire Poplar population Identification & prioritisation of works required</p> <p>To include:</p> <ul style="list-style-type: none"> • Reduction of lapsed pollards • Removal of ivy to aid annual inspection • Removal of significant dead wood and hazard beams

Un-programmed and routine tasks

Policy nos.	Location	Description of proposed works
NL14	Selected locations North London Open spaces - wide	<p>Emergency works, to include making safe windblown and recently identified (Arbortrack) unstable and/or decayed trees</p> <p>Felling dead elm regeneration</p> <p>Retrieval of kites and other foreign objects</p> <p>Crown lifting for public/transport access</p> <p>Remedial tree works, to include reduction, felling, pollarding, coppicing & airspading</p> <p>These works produced from Arbortrack Tree Risk Sequencing Inspections.</p> <p>Pest and disease monitoring:</p> <ul style="list-style-type: none"> • Inspect for disease and pests within tree populations, including; • Massaria • Oak Processionary Moth (pheromone trapping and nest location. Managing nest removal) • Chalara fraxinea – (Ash die back) • & AOD (Acute Oak Decline)

Additional Works

Policy nos.	Location	Description of proposed works
	Burnham Beeches	Veteran beech pollard restoration
	Haringey & Camden	Working Party – assisting neighbouring Local authorities to carry out woodland conservation & veteran tree management
	Selected locations North London Open spaces – wide	Flood Management: assisting and advising on arboricultural operations on dam structures on Highgate and Hampstead chains

Formal Areas

Parliament Hill Fields

Routine Cyclical Maintenance 2016

Policy nos.	Area	Description
S1, S2, S7	1 Cricket Square and Outfield	Maintain cricket table and outfield which will include mowing, preparation and re-instatement of individual wickets, rolling, fertilising and irrigation. Priority will be given to non-chemical control methods. Inspect and maintain cricket practice nets.
S1, S2, S7	1 Cricket Square and Outfield	End of season renovation of cricket table to include deep scarification, solid tine aeration, top-dressing with surrey loam, over seeding with dwarf perennial rye grass, disease and weed control. Priority will be given to non-chemical control methods.
NL4, NL6	Woodland planting in cricket enclosure	Pruning management of blackthorn, hawthorn, rosa, buckthorn plantings along East and Southern boundary of cricket enclosure.
S1, S2, S7	Bowling Green / Croquet	Liaise with licensee of the bowling green and offer advice and support throughout the year. Arrange for irrigation and machinery servicing.
S1, S2, S7	Formal grass sports areas: 2 football pitches 4 rugby training grids 6 schools training grids 1 soft ball area 5 rounder areas 4 mini football training grids	Maintain grass sports pitches and training grids which will include marking out, setting out goal posts, mowing; preparation and re-instatement of individual areas and fertilising. Routine checking of goal post will be completed by daily inspections. Priority will be given to non-chemical control methods. Maintain and foster close working relationships with neighbouring schools and encouraging usage of facilities.
S1, S2, S7, S8	Formal grass sports areas: 2 football pitches 1 rugby training grid 6 schools training grids 1 soft ball area 5 rounder areas 4 mini football training grids	Renovation of grass pitches and grids to include aeration to overcome surface compaction, top-dressing and over-seeding centre circle and goal mouth areas. Repairing and checking goal posts, nets and sockets. Priority will be given to non-chemical control methods.
S1, S2, S7, S8	Class A Certified Athletics Track Organisation and management of School Sports Day	Daily inspection of track (including hammer cage / pole vault, long jump and javelin run-ups / high jump fan / shot putt landing area / throwing areas etc. to check for debris and wear and tear. Check sand depth and quality and replace as necessary. Keep abreast with current UKA regulation changes. Routine checking of hurdles / landing mats / hammer wires / throwing equipment / pole fault and high jump stands and bars / judges stand / starting blocks / flags / relay batons. Replacement and repair as necessary. Setting out of track for meetings and training events (including schools). Ensuring the changing facilities including toilets are in a clean and tidy state on a daily basis. Maintain grass centre area and routinely replace divots.

Policy nos.	Area	Description
S1, S2, S7	Petanque Area	Daily checking of Petanque area to include debris removal, raking and replacement of topdressing material as necessary. Continual monitoring of weed and moss growth. Priority will be given to non-chemical control methods.
S1, S2, S7	10 Hard Tennis Courts	Maintain courts to include daily inspections for debris, vegetation, wear and tear. Daily checking of nets and fencing. Management of bookings from 1 April to 31 September and also weekend bookings from 01 October to 31 March. Monitor open access during the winter season. Priority will be given to non-chemical control methods for the control of moss and algae.
P1	Informal Recreation Areas Dukes Field Stone of Free Speech Bandstand Grass Surrounds Children's Enclosure.	Grass cutting of individual grass recreational areas a minimum once every seven days. Daily collection of litter, debris and dog faeces. During Spring & Summers term times place temporary bins on Dukes Filed & Stone for Free Speech. Re-instate as necessary.
NL3	Natural Grassland Areas in Parliament Hill	Management of existing natural grass areas (front of Lido) to encourage flora and fauna and extend the natural aspects of the Heath into this municipal area.
NL3	Natural Grassland Areas in Parliament Hill	Cut and collection of designated areas on a three yearly cycle. All cut grass to be baled and removed.
D1	Recently planted Specimen Trees – Dukes Field / Stone of Free Speech	Maintain specimen trees to include irrigation, pruning for vigour, form, safety, weed and disease control, checking of tree stakes. Priority will be given to non-chemical control methods.
B4	Male / Female / Disable Public Toilets	Ensure daily cleaning of toilets and regular checks. Replenish toilet rolls and soap on an hourly basis during peak times. Arrange for one deep clean in March/April.
D1	Mixed Borders in Bowling Green	Maintain borders to include mulching, routine, formative and regenerative pruning. Non-chemical weed and disease control via hoeing and removal or pruning out dead plants or branches. Hand irrigation if necessary. Priority will be given to non-chemical control methods.
NL6	Hedge Rows at Highgate Road, Tennis Courts and Bowling Green	Cut native hedges (outside of bird nesting season) to an appropriate height to encourage vigour, density and maintain views.
P3 B8	Memorial Benches / Litter bins / Tennis Hut Shelter / Tennis Huts	Repair, re-stain or re-paint benches. Remove graffiti and bird droppings as required.
B8	Footpaths, Signage, Fences	Footpaths, signage, fences will be checked on a daily basis and repairs carried out as and when required. Grass edging will be carried out during the growing season and wooden edging boards repaired as necessary.
P1	Routine patrolling of Parliament Hill Area	Visual presence will be maintained by Keeping staff during opening hours. Staff will interface with the public and hand out information answer queries and monitor bye-laws as necessary. Assist the Hampstead Heath Constabulary with emergency situation, for example lost children, lost dogs and vulnerable people.
	Christmas Tree	Sighting and later, dismantling of Christmas Tree by main Highgate Road entrance.
A8	Heath Hands Volunteers	Provide a programme for Heath Hand volunteers for the horticulture projects and works undertaken at the Parliament Hill area.

Policy nos.	Area	Description
P8	Filming	Manage events to ensure that there is no long-term damage to the landscape and minimise disruption to local communities.

Parliament Hill Project - 2016

B14	Swains Lane Entrance	<ul style="list-style-type: none"> Landscaping works at Swains Lane entrance to be agreed by separate Consultative / Management Committee Report
NL6	External Lido Wall Planting	<ul style="list-style-type: none"> Plant native hedging once new sections of wall have been built. (Carried forward from 2015 AWP).
NL6	Highgate Road & Bowling Green & Tennis Courts 5-10 Hedging	<ul style="list-style-type: none"> Continue to gap up with mixed hedge planting.
B14	Bull Path – Meadow Planting	<ul style="list-style-type: none"> Planting native plants in the grass area – Ox-eye, meadow cranesbill, cowslip, small scabious
B14	Waste Bin Cladding	<ul style="list-style-type: none"> Wooden cladding of all the bins
	Fossil Fuel Day	<ul style="list-style-type: none"> Manage the operation of Parliament Hill two days per year where no fossil fuel is to be used (excluding heating, contractors, café and emergency services).

Golders Hill Park, Hill Garden and the Pergola (includes sports areas on the Heath Extension and Keats House)

Routine Cyclical Maintenance 2016

Policy nos.	Area	Description
S1, S2, S7	Heath Extension 2 Cricket Squares & Outfield	Maintain cricket table and outfield which will include mowing; preparation and re-instatement of individual wickets, rolling, fertilising and irrigation. Priority will be given to non-chemical control methods. Inspect and maintain 2 cricket practice nets.
S1, S2, S7	Heath Extension 2 Cricket Squares and Outfield	End of season renovation of cricket table to include deep scarification, solid tine aeration, top-dressing with surrey loam, over seeding with dwarf perennial rye grass, disease and weed control. Priority will be given to non-chemical control methods. Erect post and chain fence during off season.

Policy nos.	Area	Description
S1, S2, S7	Heath Extension Grass Sports Areas: 3 football pitches / 3 rugby pitches / Hockey Pitch / 1 school running track 2 Cricket nets	Maintain grass sports areas which will include marking and setting out goal posts, mowing; preparation and re-instatement of individual areas and fertilising. Priority will be given to non-chemical control methods. Maintain and foster close working relationships with sports and leisure administration officer, and encourage usage of the facilities with sports clubs and neighbouring schools. One rugby pitch has been temporary re-located during National Grid works for another season
S1, S2, S7	Heath Extension Sports: 3 football pitches 3 rugby pitches 1 Hockey Pitch 1 school running track	Renovation of grass pitches to include aeration to overcome surface compaction, top-dressing and over-seeding centre circle and goal mouth areas. Repairing and checking goal posts, nets and sockets.
S1, S2, S7	Heath Extension 6 Changing Rooms 2 Officials Rooms	Provide clean, well-maintained facilities to schools and sports clubs all year round. Facilities to be routinely cleaned.
S1, S2, S7	Heath Extension Informal Recreational Grass	Grass cutting of informal recreational areas a minimum once every seven days. Daily collection of litter, debris and dog faeces.
B4	Public Toilets - Golders Hill Park and the Heath Extension	Ensure daily cleaning of toilets and regular checks. Replenish toilet rolls and soap on an hourly basis during peak times. Arrange for one deep clean in March/April.
A1	Golders Hill Park / Heath Extension / Pergola Routine patrolling and Wedding Ceremonies	Visual presence will be maintained by Keeping staff during opening hours. Staff will interface with the public and hand out information answer queries and monitor bye-laws as necessary. Assist the Business Manager with wedding Ceremonies Assist the Hampstead Heath Constabulary with emergency situation, for example lost children, lost dogs and vulnerable people.
S1, S2, S7	Golders Hill Park 2 Grass Tennis Courts 2 Croquet Squares 1 Putting Green 2 Table tennis tables	Maintain grass tennis courts and croquet squares to include twice weekly mowing, monthly verti-cutting, aeration, fertilising, disease, weed, moss control. Priority will be given to non-chemical control methods. Irrigation, divot repairs and marking out and rotation of individual courts.
S1, S2, S7	Golders Hill Park 2 Grass Tennis Courts 2 Croquet Square 1 Putting Green 2 Table tennis tables	End of season renovation of grass tennis courts, putting green and croquet lawns to include scarification, aeration, topdressing, over seeding with bent & fescues mix. Disease, weed and moss control. Priority will be given to non-chemical control methods, for example, daily dew removal to discourage disease outbreaks and dispersal of worm casts.
S1, S2, S7	Golders Hill Park 4 Hard Tennis Courts	Maintain four hard tennis courts to include daily inspections for debris, vegetation, wear and tear. Daily checking of nets and fencing. Taking of tennis booking from 1 April to 31 September and also weekend bookings from 01 October to 31 March. Monitor open access during the winter season. Priority will be given to non-chemical control methods for control of moss and algae.

Policy nos.	Area	Description
NL3	Golders Hill Park Natural Grassland Areas / Orchard Meadow / Dell Area / Swan Pond	Management of natural grass areas to encourage flora and fauna. Pathways cut through on a weekly basis and areas are "framed".
NL3	Golders Hill Park Natural Grassland Areas Orchard Meadow / Dell Area	Late September annual cut and collection - all grass cuttings to be re-cycled. Followed by two general maintenance cuts before end of November.
D1, NL10	Sustainable Planting in Walled Garden	Maintain sustainable plantings to include lifting and dividing, irrigation, staking, pest, weed and disease control - priority will be given to non-chemical control methods. Maintain and update interpretation boards and other media
D1	Golders Hill Park / Hill Garden, Pergola / Kitchen Garden / Keats House: Specimen Tree Management	Maintain specimen trees to include irrigation, pruning for vigour, form, safety, pest, weed and disease control, checking of tree stakes. Priority will be given to non-chemical control methods.
D1	Golders Hill Park / Hill Garden, Pergola, Kitchen Garden / Keats House Shrub Bed Management	Maintain shrub beds to include mulching, routine formative and regenerative pruning. Non-chemical weed and disease control via hoeing and removal or pruning out dead plants or branches. Hand irrigation if necessary. Priority will be given to non-chemical control methods.
NL6	Golders Hill Park / Hill Garden, Pergola, Kitchen Garden / Keats House Hedge Management	Cut hedges to an appropriate height to encourage vigour, density and maintain views. Hedges include Privet, Hornbeam, Yew, Buxus, Holly, Copper Beech, and Lonicera. Priority will always be given to the bird nesting season.
D1	Golders Hill Park Hanging Baskets by Café / Planting Tubs / Spot planting in borders	Install hanging baskets and other seasonal planting areas maintenance to include weed & disease control, dead-heading, fertilising and daily irrigation. Priority will be given to non-chemical control methods.
E1,E3 P1	Golders Hill Park / Heath Extension Children's Play Areas	Children's play areas will be formally checked by qualified keeper on a weekly basis. Daily visual inspections will be carried out by keeping staff. Annual external playground inspections will be carried out by ROSPA.
E1,3 P1, 10	Golders Hill Park Zoo	Recommendations from the London Borough of Barnet's licensing authority will be adhered to. Links will be pro-actively maintained through BIAZA (British and Irish Association of Zoos and Aquariums) and via the Zoo ethics committee which meets twice per year.

Policy nos.	Area	Description
E1, E3 P1, P10, NL10	Golders Hill Park Zoo	<p>Maintain all livestock and enclosures within the zoo to the animal welfare and husbandry standards as required by the Zoo licensing Act.</p> <p>Monitor and maintain all enclosures and housing infrastructure within the zoo, to ensure safety and continued suitability. Liaise regularly with the zoo veterinarian to ensure the health of all the livestock within the zoo.</p> <p>Ensure grass levels and general foliage within the animal enclosures is kept at a presentable level throughout the year. Areas left uncut to encourage natural animal behaviour e.g. foraging</p> <p>Promote the zoo to members of the public through advertised feeds, talks, donkey walks and animal adoption scheme. Maintain interpretation boards and other media.</p> <p>Continue to work towards the approved collection plan for the zoo. This includes the sourcing of new animals for the zoo as well as research into new enclosures and livestock.</p>
E1,E3 P1, NL10	Golders Hill Park Butterfly House	<p>Full access to the Butterfly House will be available to the public during opening hours.</p> <p>The facility will be maintained in accordance with good husbandry practice.</p> <p>Maintain interpretation boards and other media</p>
B8	Golders Hill Park / Heath Extension / Pergola Memorial Benches / Gazebo / Litter bins	<p>Repair and re-stain benches and remove graffiti and bird droppings as and when required.</p> <p>Annual clean and re-painting of gazebo.</p>
P3	Golders Hill Park / Heath Extension / Hill Garden, Pergola, Kitchen Garden Litter	All areas to be litter picked daily. Litter bins to be emptied daily.
B8	Golders Hill Park / Heath Extension / Hill Garden, Pergola, Kitchen Garden / Keats House Footpaths, Signage, Fences	<p>Footpaths, signage, fences will be checked on a daily basis and repairs carried out as and when required.</p> <p>Wooden edging boards repaired as necessary.</p> <p>Wooden edging to be replaced with steel metal edging over a 20 year period.</p>
	Golders Hill Park Christmas Tree	Erection and, later, dismantling of Christmas tree by main North End Road entrance.
A8	Golders Hill Park / Hill Garden, Pergola, Kitchen Garden / Keats House / Heath Hands Volunteers	Provide a programme for Heath Hand volunteers for the horticulture projects and works undertaken at the various locations across the Heath.
HY1 NL5	Golders Hill Park / Heath Extension Ditch Management	<p>Maintain ditches and water courses. Grid clearance to be carried out during inclement weather.</p> <p>All ditches to be maintained as specified in Corporation of London hydrology policy.</p>
A1 D3	Children's Entertainment / Bandstand Concerts / Open House / Open Squares	Overseeing of children's education / interpretation / Open House & Square events, bandstand concerts etc.
HY1, NL5	Golders Hill Park Ponds and Streams	<p>Quarterly maintenance of pond pumps and filters.</p> <p>Daily inspection of overflows and safety equipment.</p> <p>Management of vegetation on pond edges.</p>

Policy nos.	Area	Description
P8	Filming	Manage filming events on the Heath to ensure that there is no long-term damage to the landscape and minimise disruption to local communities.

Golders Hill Park Project - 2016

B14	Disable Car Park Landscape project	<ul style="list-style-type: none"> Implement landscaping works as agreed by Consultative / Management Committee.
E1,3 P1, 10	Golders Hill Park Zoo	<ul style="list-style-type: none"> Continue to explore transformational management of the zoo in accordance with Zoo Licensing Act 1981 – a detailed committee report will follow.
NL5, NL9, NL10	Stumpery Phase 3 & 4	<ul style="list-style-type: none"> Plan and implement for phase 3 & 4 extension. Monitor newly planting schemes.
NL5, NL9, NL10	Outside Education Educational Area	<ul style="list-style-type: none"> Creation of a small section of Green Wall Introduction of bee hives.
D1	Keats House	<ul style="list-style-type: none"> Additional planting to Keats House – subject to monies being available.
D1	Hill Garden	<ul style="list-style-type: none"> Final phase re-planting works to the Hill Garden Winter border. First phase re-planting works to the Hill Garden North boundary border, following removal of six self-set Quercus ilex.
	Fossil Fuel Day	<ul style="list-style-type: none"> Manage the operation of Golders Hill Park two days per year where no fossil fuel is to be used (excluding heating, contractors, café and emergency services).
D1, NL6	Yew Hedge	<ul style="list-style-type: none"> Replace dying hedge in Walled Garden with native hedging.
	Waste Dump Area	<ul style="list-style-type: none"> Review layout of the space to improve security and efficiency of site.

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Committee(s)	Dated:
Hampstead Heath Consultative Committee - For Information	9 November 2015
Hampstead Heath, Highgate Wood and Queen's Park Committee - For Decision	23 November 2015
Subject: Landscape improvement works at the Swain's Lane entrance into Parliament Hill Fields, Hampstead Heath.	Public
Report of: Superintendent of Hampstead Heath	For Decision

Summary

This report informs Members on the proposed landscape improvement works at the Swain's Lane entrance into Parliament Hill Fields, Hampstead Heath. The intended works will be undertaken by the in-house teams from across the North London Open Spaces and external funding will be sought to finance elements of the work. The scheme will bring the rural feel of the Heath to the entrance.

Recommendation(s)

- That the Members of the Hampstead Heath Consultative Committee note the proposals to improve the hard and soft landscaping works at the Swain's Lane entrance into Parliament Hill Fields.
- That the views of the Hampstead Heath Consultative Committee be conveyed to the Hampstead Heath, Highgate Wood and Queen's Park Committee at their meeting on 23 November 2015.
- That the Members of the Hampstead Heath, Highgate Wood and Queen's Park Committee support the proposals.

Main Report

Background

1. The City of London Corporation has a duty under the Hampstead Heath Act 1871 to maintain the natural aspect of the Heath. An aspirational goal in the Hampstead Heath Management Plan for Parliament Hill Fields (B14) is to:

“Improve the natural appearance of this area and enhance it as the major gateway to the Heath. This will include the entrances from Highgate Road, Gordon House Road, Savernake Road and Nassington Road”.

2. During the past seven years the following works have been implemented in the Parliament Hill Fields area to bring a rural feel to the southern entrance gateways onto the Heath :
 - Installation of wrought iron country estate railings at Savernake Road entrance.
 - Replacement of municipal metal fencing at Gordon House Road entrance with rustic timber estate fencing.
 - Hard and soft landscaping works at the Bull Path entrance.

Current Position

Swain's Lane Entrance

3. Swain's Lane is a busy entrance which is well used by residents, school children and people arriving at the Heath by bus. The entrance is next to a café and is directly in line with a zebra crossing.
4. Local residents have been complaining about the "*neglected and now unsightly appearance rats in the undergrowth ... the area being used on occasions as a latrine by some members of the public*".
5. Once inside the entrance the visual effect is gloomy due to dense shrubbery (that used to screen the demolished toilet block), the heavy tree canopy and the shrubbery running up to Meadow Lodge. There are also large areas of worn and compacted grass desire lines.



Map 1: Location of Swain's Lane Entrance

6. Appendix 1 show photographs of the existing municipal features and their condition and Appendix 2 is a plan of the existing layout of the Swain's Lane entrance.

Proposals

7. The proposal is to create a key welcoming point onto the rural Heath, as at present there is no genuine sense of arrival or a welcome for visitors. Advice was sought from a Landscape Architect and key staff on how best to design the entrance. Initial verbal comments were sought from members of the Hampstead Heath Consultative Committee during their walk on 4 July 2015 and members of the Hampstead Heath, Highgate Wood and Queen's Park Committee on their walk on 11 September 2015.
8. The following hard and soft landscape improvement works are proposed, which will form part of the 2015/16 Annual Work Programme:
 - Remove metal railings and replace with riven wood post and rail (figure 1, Appendix 1)
 - Remove galvanised rails and replace with two wooded removal posts (figure 2, Appendix 1)
 - Crown lifting and removal of overgrown and mature shrub planting. This will visually open the entrance and create views onto the Heath (figure 3, Appendix 1)
 - Plant native planting around gas infrastructure (figure 4, Appendix 1)
 - Removal of metal railings and gapping up hedge with native species (figure 5, Appendix 1)
 - Replacement of two concrete bollards with wooden bollards (figure 6, Appendix 1)
 - De-compaction and renovation of worn grass desire lines (figure 7, Appendix 1)
 - Cut back shrubbery and replant Berberis and Forsythia hedging with native plantings near Meadow Lodge (figure 8, Appendix 1).
 - Planting of new trees (oak, lime, plane) and removal of laburnum.
9. It is intended that the works will be carried out by the Division's in-house multi-skilled staff, including the Arboricultural, Gardening, Keeping and Technical Maintenance Teams.

Request for New Toilet Facilities

10. The Superintendent was approached by a Local Residents Association with a request to build new toilet facilities at the Swain's Lane entrance. The Superintendent's Local Risk Budget will be reducing over the next two years due

to the Service Based Review, and a series of projects have been identified to increase income and make operational efficiencies.

11. The Superintendent explained that the City was not in a position to be building additional facilities; rather, the requirement is to reduce the costs of the operational property associated with Hampstead Heath.
12. There are currently public toilet facilities near the Staff Yard, Athletics Track and children's play area in the Parliament Hill Fields Area.

Corporate & Strategic Implications

13. The works support the City of London Corporate Plan 2015-19 – KPP5 *“increasing the impact of the City's cultural and heritage offer on the life of London and the nation”*.
14. The design supports the Aspirational Goal B14 in the Hampstead Heath Management Plan Part 1 – Towards a Plan for the Heath 2007-2017.

Implications

15. It is estimated that the costs of the soft and hard landscaping will be £2,400.00, which will be met from the Superintendent's Local Risk Budget. Discussions will take place with local residents' groups to help sponsor the soft landscaping or contributing an element of the project.
16. There are no legal or property implications.

Conclusions

17. The works will improve the entrance to this important gateway into Parliament Hill Fields and will simplify and create a more coherent rural natural landscape, as defined by the Hampstead Heath Management Plan.

Appendices

- Appendix 1 - Photographs of the area - September 2015.
- Appendix 2 - Plan of existing layout.
- Appendix 3 - Plan of proposed hard and soft landscaping works.

Bob Warnock

Superintendent of Hampstead Heath, Open Spaces Department

T: 020 7332 3322

E: Bob.warnock@cityoflondon.gov.uk

Declan Gallagher

Operational Services Manager, Open Spaces Department

T: 020 7332 3771

E: Declan.gallagher@cityoflondon.gov.uk

Appendix 1

Figure 1 – Remove metal railing and replace with wood post and rail.
(Note 1, appendix 3 - proposed layout).



Figure 2 – Remove galvanised rails and replace with wooden posts.
(Note 3, appendix 3 - proposed layout).



Figure 3 - Crown lifting and removal of overgrown shrubbery.
(Note 4, appendix 3 - proposed layout).



Figure 4 – Plant native shrub plantings to hide gas infrastructure
(Note 5, appendix 3 - proposed layout).



Figure 5 – Removal of metal railings and gapping up hedgerow with native species
(Notes 6 and 7, appendix 3 - proposed layout).



Figure 6 – Replacement of two concrete bollards with wooden bollards
(Note 9, appendix 3 - proposed layout).

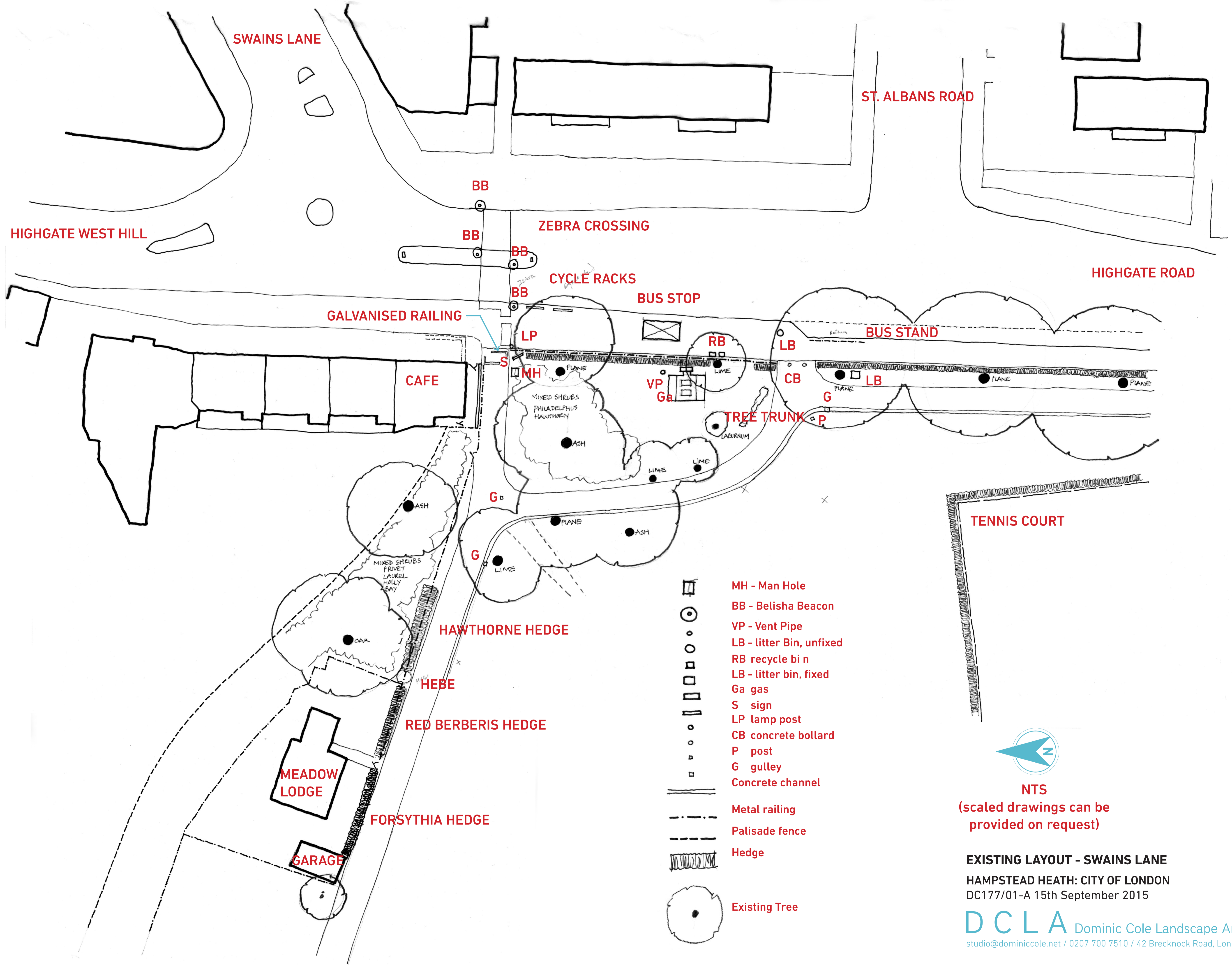


Figure 7 - De-compaction and renovation of worn grass desire lines.
(Note 14, appendix 3 - proposed layout).



Figure 8 - Cut back shrubbery and replant Berberis and Forsythia hedging
(Note 15, appendix 3 - proposed layout).





- MH - Man Hole
- BB - Belisha Beacon
- VP - Vent Pipe
- LB - litter Bin, unfixed
- RB - recycle bin
- LB - litter bin, fixed
- Ga - gas
- S - sign
- LP - lamp post
- CB - concrete bollard
- P - post
- G - gully
- Concrete channel
- Metal railing
- Palisade fence
- Hedge
- Existing Tree

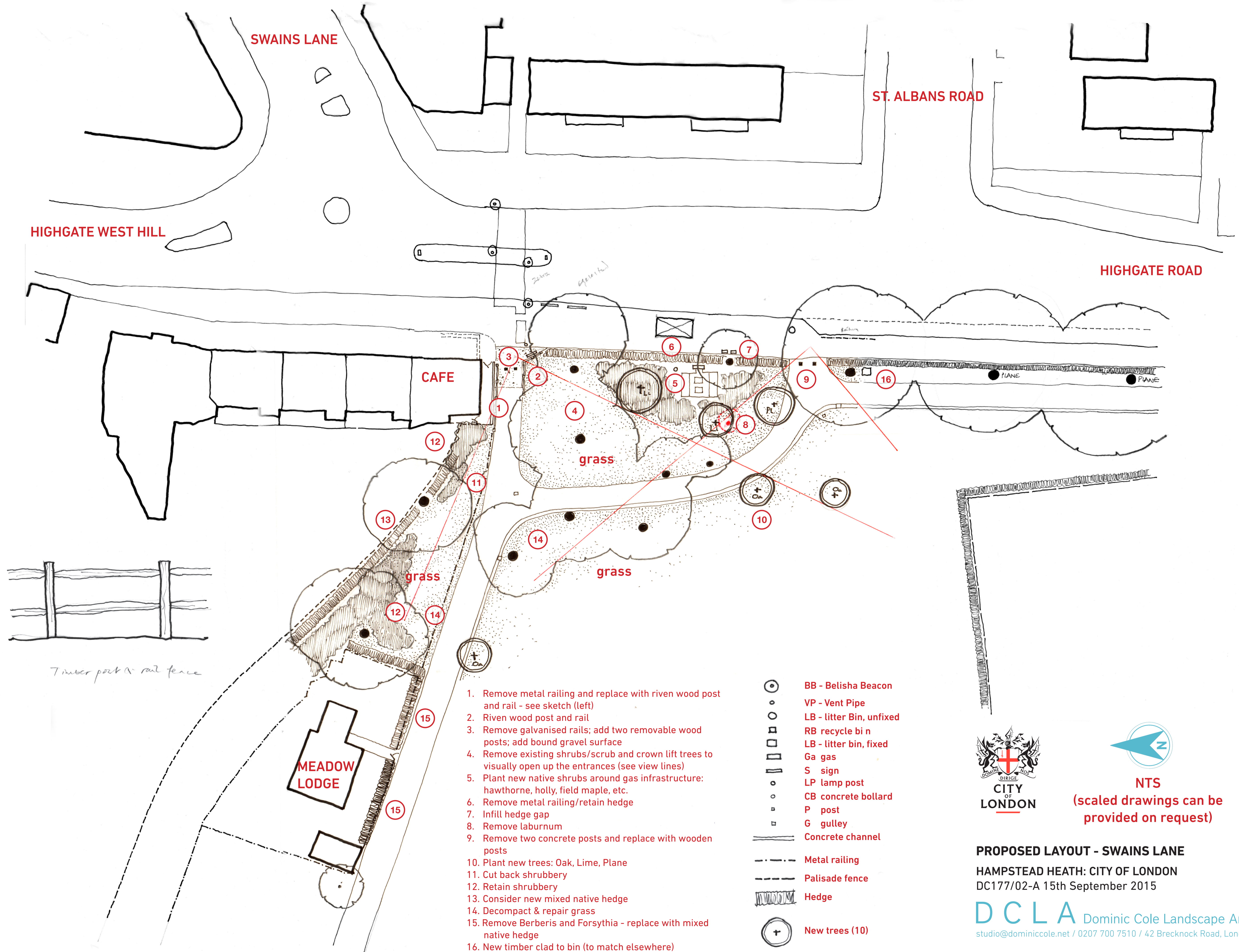


NTS

(scaled drawings can be provided on request)

EXISTING LAYOUT - SWAINS LANE
 HAMPSTEAD HEATH: CITY OF LONDON
 DC177/01-A 15th September 2015

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1. Remove metal railing and replace with riven wood post and rail - see sketch (left)
2. Riven wood post and rail
3. Remove galvanised rails; add two removable wood posts; add bound gravel surface
4. Remove existing shrubs/scrub and crown lift trees to visually open up the entrances (see view lines)
5. Plant new native shrubs around gas infrastructure: hawthorne, holly, field maple, etc.
6. Remove metal railing/retain hedge
7. Infill hedge gap
8. Remove laburnum
9. Remove two concrete posts and replace with wooden posts
10. Plant new trees: Oak, Lime, Plane
11. Cut back shrubbery
12. Retain shrubbery
13. Consider new mixed native hedge
14. Decompact & repair grass
15. Remove Berberis and Forsythia - replace with mixed native hedge
16. New timber clad to bin (to match elsewhere)

- BB - Belisha Beacon
- VP - Vent Pipe
- LB - litter Bin, unfixed
- RB recycle bin
- LB - litter bin, fixed
- Ga gas
- S sign
- LP lamp post
- CB concrete bollard
- P post
- G gully
- Concrete channel
- Metal railing
- Palisade fence
- Hedge
- New trees (10)



NTS
(scaled drawings can be provided on request)

PROPOSED LAYOUT - SWAINS LANE
HAMPSTEAD HEATH: CITY OF LONDON
DC177/02-A 15th September 2015

DCLA Dominic Cole Landscape Architects
studio@dominiccole.net / 0207 700 7510 / 42 Brecknock Road, London, N7 0DD

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Committee(s)	Dated:
Hampstead Heath Consultative Committee - For Information	9 November 2015
Hampstead Heath, Highgate Wood and Queen's Park Committee - For Decision	23 November 2015
Subject: Landscape improvement works at the Millfield Lane entrance onto Hampstead Heath.	Public
Report of: Superintendent of Hampstead Heath	For Decision

Summary

This report informs Members on the proposed landscape improvement works at the Millfield Lane entrance. The intended works will be undertaken by in-house teams from across North London Open Spaces. The scheme will enhance this important gateway entrance onto the eastern side of Hampstead Heath.

Recommendation(s)

- That the Members of the Hampstead Heath Consultative Committee note the proposals to improve the hard and soft landscaping works at the Millfield Lane entrance onto Hampstead Heath.
- That the views of the Hampstead Heath Consultative Committee be conveyed to the Hampstead Heath, Highgate Wood and Queen's Park Committee at their meeting on 23 November 2015.
- That the Members of the Hampstead Heath, Highgate Wood and Queen's Park Committee support the proposals.

Main Report

Background

1. During the past seven years there has been a programme to de-clutter and remove the municipal appearance of this entrance to the Heath, and at the same time to manage the issues of de-compaction and desire lines.

Current Position

Millfield Lane Entrance

2. This entrance is well used by members of the public, swimmers walking to the Kenwood Ladies' Pond and people going to and from Kenwood.

3. Due to the toilet building being so unattractive, vegetation has been encouraged to grow, but this has been in an uncontrollable manner. This in turn has provided shelter for antisocial behaviour, and has led to the whole corner being fenced off.
4. There are unsightly desire lines, the remnants of old Christmas tree chippings and blocked views onto the Heath around this entrance.
5. There is also a grass area that is permanently waterlogged due to either a collapsed drain and/or an unsatisfactory design of a soak away which is connected to the water fountain.



Map 1: Location of Millfield Lane Entrance

6. Appendix 1 show photographs of the existing landscape and its condition and a plan of the existing layout at the Millfield Lane entrance is available at Appendix 2.

Proposals

7. The intention is to retain the existing toilet block with a long term aspirational goal to add timber cladding to the building. Views to the Model Boating Pond will be opened up, and renovation and management of desire lines will be undertaken.
8. Advice has been sought from a Landscape Architect and key staff on how best to develop the design. Initial verbal comments were shared with members of the Hampstead Heath, Highgate Wood and Queen's Park Committee on their walk on 11 September 2015. Views will be sought from members of the Hampstead Heath Consultative Committee on their walk on 7 November 2015.
9. The following hard and soft landscape improvement works are proposed and will form part of the 2015/16 Annual Work Programme:
 - Replace metal pole gate with timber pole gate (figure 1, Appendix 1).

- Crown lift yew and laurel around toilet building to allow views under canopy and light to ground level. Works to include reducing crown spread and deadwood (figure 2, Appendix 1).
- Remove all other coppiced laurel / hawthorn etc. and replace with grass and hedge around the toilet building. Grass to be maintained as 'rough grassland' (figure 3, Appendix 1).
- Plant native mixture of hawthorn, holly, dogwood, blackthorn - maintain as thicket max 1.2m high (figure 4, Appendix 1). Also new hedge maximum 1.2 high around toilet block (note 4, Appendix 3).
- Remove all chestnut pale fencing and replace (where shown) with timber post and rail to match existing along Millfield Lane (figure 5, Appendix 1).
- Crown lifting / thinning the laurel to create views into the Heath from Millfield Lane. Also remove metal pole gate and replace with wooden posts (figure 6, Appendix 1).
- Create an earth mound alongside the path to a maximum height of 1m, with a steeper profile on path side and shallow profile facing into the Heath with an aim to discourage desire lines. The mound will be maintained as rough grassland (figure 7, Appendix 1).
- Desire lines to be properly loosened and re-seeded. (Surface harrowing is insufficient to remove compaction – it needs deeper cultivation to improve drainage and air flow.) (figure 8a & 8b, Appendix 1).
- Reduce spread of willow clump to allow clear views towards the Boating Pond (figure 9, Appendix 1).
- An aspirational goal is to add timber cladding to toilet block building (figure 10, Appendix 1).
- Repair and renovate wet grass area.

Corporate & Strategic Implications

10. The works support the City of London Corporate Plan 2015-19 – KPP5 *“increasing the impact of the City’s cultural and heritage offer on the life of London and the nation”*.
11. The design supports the Open Spaces Business Plan 2015/ 2017 to 2017/18 *“To preserve and protect our world class green spaces for the benefit of our local communities and the environment”* and aspirational goal B14 in the Hampstead Heath Management Plan Part 1 – Towards a Plan for the Heath 2007-2017 *“Improve the natural appearance and enhance the major gateways to the Heath”*.

Implications

12. The works will be carried out by the Division's multi-skilled staff, including the Arboricultural, Gardening, Keeping and Technical Maintenance Teams.
13. It is estimated that the costs of the soft and hard landscaping materials will be £4,200.00 which will be met from the Superintendent's Local Risk Budget.
14. There are no legal or property implications.

Conclusion

15. The works will improve the entrance at this important eastern gateway onto Hampstead Heath.

Appendices

- Appendix 1 - Photographs of the Millfield Lane entrance - September 2015.
- Appendix 2 - Plan of existing layout - Millfield Lane entrance.
- Appendix 3 - Plan of proposed landscaping works - Millfield Lane.

Contacts

Declan Gallagher

Operational Services Manager, Open Spaces Department

T: 020 7332 3771

E: Declan.gallagher@cityoflondon.gov.uk

Appendix 1



Figure 1 – Replace metal pole gate with timber gate
(Note 1, appendix 3 - proposed layout)



Figure 2 – Crown lift to allow views under canopy and light to ground level
(Note 2, appendix 3 - proposed layout)



Figure 3 - Remove coppiced plants, replace with grass/hedge around the toilet block
(Note 4, appendix 3 - proposed layout)



Figure 4 – Plant native plants - maintain as thicket max 1.2m high
(Note 5, appendix 3 - proposed layout)



Figure 5 – Remove chestnut pale fencing and replace with timber post & rail
(Note 6, appendix 3 - proposed layout)



Figure 6 - Crown lifting to create views and replace metal gate with wooden posts
(Notes 7 & 8, appendix 3 - proposed layout)



Figure 7 - Create an earth mound to discourage desire lines
(Note 11, appendix 3 - proposed layout)

A



B



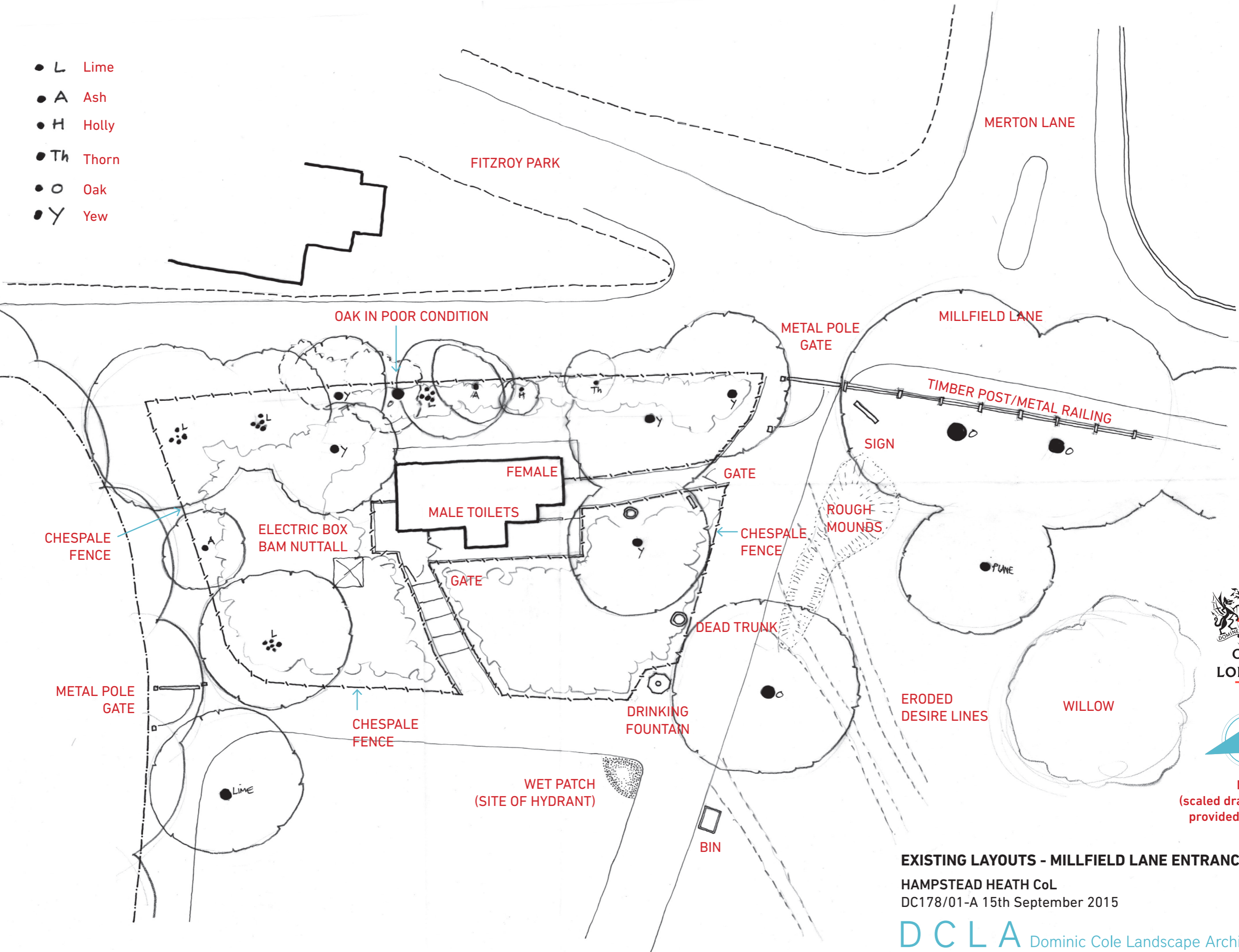
Figure 8a & 8b - Renovate desire lines
(Note 12, appendix 3 - proposed layout)



Figure 9 Reduce spread of willow clump to create views towards Pond
(Note 13, appendix 3 - proposed layout).

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- L Lime
- A Ash
- H Holly
- Th Thorn
- O Oak
- Y Yew



NTS
(scaled drawings can be provided on request)

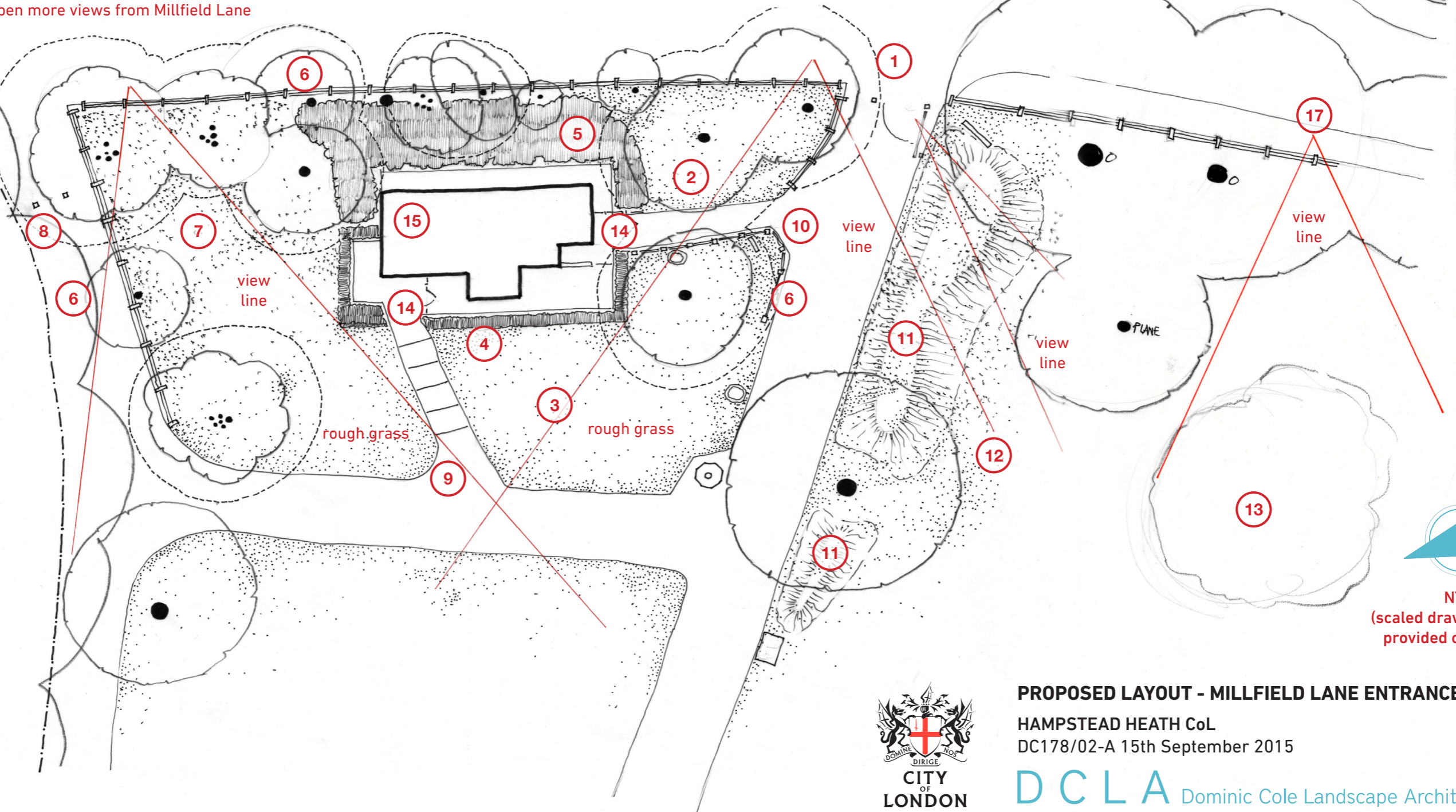
EXISTING LAYOUTS - MILLFIELD LANE ENTRANCE

HAMPSTEAD HEATH CoL
DC178/01-A 15th September 2015

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1. Replace metal pole gate with timber pole gate
2. Yew and Laurel all around toilets – crown lift to allow views under canopy and light to ground level. Reduce crown spread and deadwood. (see view lines)
3. Remove all other coppiced laurel/thorn etc. and replace with grass and hedge around the toilet block (to be maintained as 'rough grass').
4. New hedge max 1.2m high – Hawthorn and Holly.
5. New native mix of Hawthorne, holly, dogwood, blackthorn. (maintain as thicket max 1.2m high.)
6. Remove all chesvale fencing and replace (where shown) with timber post and rail to match existing along Millfield Lane.
7. By crown lifting/thinning the laurel, create views into the Heath from Millfield Lane.
8. Remove metal pole gate and replace with wooden posts.
9. Create curved corner.
10. Create curved corner.
11. Raise an earth mound alongside the path – max 1m high – with steeper profile on pathside and shallow profile facing in to the Heath. The aim is to discourage use of the desire lines. The mound will be maintained as rough grass.
12. Desire lines to be properly loosened and re-seeded. (Surface harrowing is insufficient to remove compaction – it needs deeper cultivation to improve drainage, air flow etc.)
13. Reduce spread of willow clump to allow clear views towards the Boating Pond.
14. Relocate night gates
15. Add timber cladding to building
17. Longer term - open more views from Millfield Lane

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NTS
(scaled drawings can be provided on request)



PROPOSED LAYOUT - MILLFIELD LANE ENTRANCE

HAMPSTEAD HEATH CoL
DC178/02-A 15th September 2015

DCLA Dominic Cole Landscape Architects
studio@dominiccole.net / 0207 700 7510 / 42 Brecknock Road, London, N7 0DD

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Committee(s)	Dated:
Hampstead Heath Consultative Committee Hampstead Heath, Highgate Wood and Queen's Park Committee	9 November 2015 23 November 2015
Subject: Hampstead Heath Events Programme, January – September 2015	Public
Report of: Superintendent of Hampstead Heath	For Information

Summary

The following report details the success of the Hampstead Heath Events Programme 2015, up to the start of November 2015.

To date, the 2015 Programme has comprised 106 sports, well-being and cultural events, which have engaged with approximately 72,800 members of the public. The Programme enables Hampstead Heath to showcase its excellent facilities and to highlight the charitable contributions of the City of London Corporation, before a regional, national and international audience. At the same time, the events provide excellent entertainment and learning opportunities for Heath visitors, reach out to new visitors, and foster good partnership working with local councils and community organisations.

Recommendation

Members are asked to:

- Note the continued success of the Hampstead Heath Events Programme in engaging with audiences, attracting new visitors to the Heath, and working with partners to provide a valuable service for the local community and beyond.

Main Report

Background

1. Some Hampstead Heath events, such as cross-country running and the fairs, have taken place for many years and are part of the fabric of London life. As a result of the success of the Olympics and of our own Hampstead Heath events in 2012, the Leisure & Events Manager has developed a number of events, designed to attract new audiences and increase the well-being of our customers. Crucially, these events also stimulate income generation for Hampstead Heath and help increase donations to our partner charitable organisations.

2. Since 1989, the City of London Corporation has introduced an extensive range of additional events covering sports, well-being, culture and entertainment. Taken together, these traditional and new events provide a valuable resource, very much appreciated by local people.

Current Position

3. The 2015 Hampstead Heath Events Programme consists of over 106 sports, well-being and cultural events, culminating with the Christmas Day swim at the Men's Pond. The 2015 programme is proving particularly popular, despite the Events Programme budget being reduced this year from £29,000 to £19,000.

Review

4. The English National Cross-Country Championships were held at the 'home of cross-country racing', Parliament Hill, on Saturday 21 February. An impressive 5,288 runners finished across the 10 races, nearly 600 up on the previous record and including 2,005 finishers in the Senior Men's race over the gruelling 12km course. The Senior Women's record was also beaten, while the two youngest age groups in action saw record entries of 433 for the under-13 girls and 395 for the under-13 boys. This is extremely encouraging for the future of the sport and for our desire to see more young people being fit and active. The DailyTelegraph national newspaper said of the event that it is '...one of most magnificent sights you can watch in running, and arguably in all sport', and '...one of the greatest, most epic events you can ever be part of'.
5. The Highgate Harriers Night of the 10,000m PBs, on Saturday 16 May, also received excellent media coverage, including a four-page spread in Athletics Weekly which stated that 'This ground-breaking event continues to go from strength to strength...the event lived up to its name as more than two thirds of the competitors set Personal Best times.' Race organiser Ben Pochee said 'I'm immensely proud to work with such proactive partners as the City of London Corporation, to create an event that is on course to become Europe's leading 10,000m event.' The event attracted over 2,000 spectators and drew elite international competitors from Switzerland, Belgium, Sweden, the Netherlands and France. Encouraging young people to take part is integral to the event and it began with two Inter-School Youth Relays. The climax of the day was the British & English Championship Races, with the winners of the men's and women's races going on to be selected for Team GB's European Cup squad that competed in June. World Snooker Champion Ronnie O'Sullivan and David Bedford OBE presented prizes to the winners of each race (figure 1).



Figure 1: A winning runner being presented with their prize by Ronnie O'Sullivan.

6. As a mark of its continuing success, it has been announced that next year's event (figure 2) will be the official Rio 2016 Olympic Great Britain Trials. Ben Poachee said, 'I want to say a huge thanks to all of the City of London team who have been pivotal in helping us achieve this accolade, it really has been a great advertisement for our partnership and what's possible with a small group of can-do people.'



Figure 2: Save the Date flyer for 2016 event.

7. The Affordable Art Fair welcomed 17,500 visitors over 4½ days, with £3.5 million of artwork purchased. These figures represent 10% and 30% increases on the respective 2014 results, illustrating the increasing popularity of the event.

8. GROW London welcomed 10,720 visitors, a 34% increase on last year, showing that this new event is starting to establish itself very well. We are currently in negotiations to bring back both events to Hampstead Heath for the 2016 season.
9. Well over 160 people in more than 30 teams took part in the 17th Hampstead Heath Duathlon on 13 September (figure 3). This is a true community event, managed in partnership with Hampstead Rugby Club and Parkrun. It is exceptionally popular, as it provides an opportunity for participants to swim in each of the Heath's swimming facilities, as well as run between them. The fastest woman finisher arrived back at the Athletics Track in an impressive 35mins, 15 secs. The fastest man was back in 32 mins, 22 secs, while the first team back from 33 entrants to win the Duathlon Cup were yet again the Swiss Cottage Swim Club, with a total time of 1hr, 45 mins, 36 secs.



Figure 3: Participants of the 17th Duathlon swimming at the Lido.

10. In order to fit within the reduced Events Programme budget, the bands did not start performing until early June this year. Nevertheless, this year's music programme for Parliament Hill and Golders Hill Park bandstands was particularly diverse, with 28 bands performing on weekday evenings and Sunday afternoons. The most popular was old favourite 'Elvis', one sunny Friday evening in July, when over 2,000 revellers were royally entertained by the 'King of Rock'. These Friday night concerts at Parliament Hill have been a particular success and are fast becoming a cornerstone of the local cultural calendar. There were, for example, over 1,000 people at Dan Carrier's Music Night, featuring the Dig It Sound System and well over 600 for John Etheridge's café show.
11. The City of London Festival's Hampstead Heath Family Day in June brought a colourful extravaganza for all the family, with performances, workshops, street theatre and other events from across the globe. There were samba drummers,

gospel choirs, flamenco dancers and brass bands, ending with a carnival headdress finale parade. Over 2,000 visitors enjoyed a spectacular day.

12. Despite gloomy overhead conditions, more than 3,000 people came to Hampstead Heath one Sunday in July to enjoy the annual Give It A Go! Festival. The joy of this event is that it is all about participation, with young people being the principal audience. Climbing, BMX biking, dance, fencing, athletics, football, rugby, bowls, croquet, assault courses and the launch of the world's first T3 lawn tennis court (figure 4) were all on offer, plus many more sports available for those keen to Give It A Go. The event is held in partnership with Camden Council and many other sport and well-being providers in the Borough. The idea is that young people get a 'taste' of what's on offer and can then find out where they can continue doing it locally in the future. There was also a display laid on by the Metropolitan Police Service and music with rock'n'roll favourites The Bruvvers and reggae star Sista Beloved.



Figure 4: World's first T3 lawn tennis court.

13. The City Dip charity swim took place over two days in July at the Parliament Hill Lido. Around 50 people took part and raised £600 for the Lord Mayor's Appeal. All enjoyed the event, although it was a shame that this year the Lord Mayor himself was unable to attend.
14. Bank Holiday fairs have taken place on three sites on or beside the Heath for many decades. In association with the Showmen's Guild of Great Britain, the City arranges the fairs on the upper fairground site off Spaniards Road over the Easter weekend, and at the lower fairground site beside the East Heath Road at Easter, Whitsun and August Bank Holiday weekends. In general fairs continue to attract lower attendances and this year again was no exception. The long-term viability of the fairs is a matter of concern to the Showmen's Guild and it continues to attract very small audiences for the Bank Holiday residencies, with a number of plots left vacant. However, the Heath continues to make a fairly substantial revenue from these events, and we are currently exploring ways to

reduce the fairground footprint, to make the car park available for paying customers, thereby creating more revenue. We are also evaluating a new model for managing the fairs, which involves offering the administration and management back to the Showmen's Guild.

15. On Saturday 19 September, on a beautiful sunny morning, nearly 200 people took part in the inaugural Jubilee Hall Trust (JHT) outdoor Heath Trail Run, which was got under way by 'celebrity starter' David Bedford OBE. The main 10 km run featured runners of all abilities, including first-timers who had been offered free coaching and training at JHT's own Armoury Gym in Hampstead, as well as seasoned runners. The top finisher completed the hilly course in just 39 mins, 22 secs. The JHT charity worked with local partners including the City, Parkrun, Highgate Harriers and London Heathside, who all fielded competitors for the race. Alongside the main event, there were 30 runners of all ages who completed the free 2 km Family Flash Dash. Almost two-thirds of these were completely new to running, so it was a fantastic accomplishment for all of them!
16. The two events were envisioned as a way to encourage and inspire local people to be more active by setting them a challenging goal. The event was debated at the Sports Advisory Forum, which agreed to a one-year trial; 54% of the entrants lived in Camden, while 24% worked or studied in the Borough. Almost three-quarters of participants did less than the Chief Medical Officer's recommendation of 150 minutes of moderate physical activity each week, and 39% said they ran less than once a week. On the plus side, 99% said that they intended to keep running after the event! To encourage those locals from the least-active areas to enter, JHT carried out a targeted mail drop to the 5,000 most deprived postcodes in Camden, which led to more than 10% of the runners coming from these traditionally hard-to-reach areas.



Figure 5: Jubilee Hall Trust start of the 10km run.

17. Zippo's Circus came to the Heath in October for its annual family-orientated event, which has featured on Hampstead Heath for over fifteen years and remains constantly popular, receiving a substantial number of visitors each year. The circus is a rare cultural event, in that it attracts an audience that encompasses all ethnic and cultural backgrounds. As such, in recent years it has been able to form strong links with local community groups and stage unique tailor-made performances.



Figure 6: Zippo's Circus performers.

18. The Zippo Management Team has always operated to the highest standards, ensuring the circus is presented in a safe controlled environment. This year we received glowing reports from the Port Health & Public Protection Animal Health & Welfare Services of the City of London who were very complimentary about the animal husbandry of the circus. In addition, the circus enjoys a good working relationship with the Heath Management Team, making sure there are weekly briefings. Performances are timed to ensure minimal impact on local residents, with no performance finishing later than 9.30pm, often earlier. The circus has always shown a commitment to site care, is responsible for daily litter clearance and any post-event reinstatement. The circus also pays a substantial rental for staging the event on the Heath.

19. Our Education Centre staff run a series of events throughout the year, concentrated on school holidays. Bat walks continue to be extremely popular with all age groups and do an excellent job of highlighting the exceptional wildlife value of the Heath. Mini-beast discovery drop-in sessions can attract 50 or more people, who look for invertebrates under logs and make associated crafts and models. The Rookie Rangers Wildlife Club aimed at 8-12 year olds carries out activities such as pond-dipping, looking for invertebrates, tree ID, shelter-building and the like. Parents have to pre-book and pay £10 in advance for the day and

most sessions are fully booked. The Club is especially valuable, as children can come month after month and build relationships as a team and with the Heath.



Figure 7: Competitors at the 14th Hampstead Heath Conker Championships.

20. The 14th Hampstead Heath Conker Championship took place at 2.30pm on Sunday 4 October, at the Parliament Hill Bandstand. The aim is to keep this old tradition alive and to engage Londoners with their environment. While the competition can be fierce it is, of course, a fun family day out. The event held in 2011 still holds the Guinness World Record for the largest conker championship ever held, with 395 participants. This year we had another glorious day, with well over 300 competitors and the winners were presented by our chief judge and past chairman Jeremy Simons.
21. Throughout the Events Programme, there has been a great deal of media coverage, including several London-wide TV and radio pieces. Indeed, the Leisure & Events Manager has managed to secure a regular appearance on the BBC Radio London Saturday Breakfast Show.
22. All the events available to the general public were as usual advertised in the Hampstead Heath Diary, which remains as popular as ever with 40,000 copies being printed and distributed, and with many more viewing it on-line.

Corporate & Strategic Implications

23. The Events Programme directly supports the Open Spaces Business Plan 2015/16 – 2017/18 vision and objectives through ‘The preservation of our open spaces for the recreation and enjoyment of the public’ and to ‘Improve the health and well-being of the community through access to green space and recreation.’
Aim 4: to ‘Promote opportunities to value and enjoy the outdoors for recreation,

learning and healthy living.’ and also contributes to the Improvement Objective 4: ‘Market our services and provide events and opportunities to learn for all within our communities.’

Conclusion

24. Despite the budget for entertainers and equipment being reduced from £29,000 to £19,000, this year’s Programme has built on the successes of previous years, as well as introducing new initiatives. We have continued to create entertaining and engaging programmes of activities, which have been well-supported by our enthusiastic customer base. With the Service Based Review and the need to ensure value for money and efficiencies, detailed work is currently underway to look at every aspect of the Events Programme to determine the total true costs, including all staff time, so that we can better plan the type and extent of events to organise in future for the benefit of visitors, and ensure value for money.

Paul Maskell

Leisure & Events Manager
Open Spaces

T: 07967 625 999

E: paul.maskell@cityoflondon.gov.uk

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Committee(s)	Dated:
Hampstead Heath Consultative Committee – For Information	9 November 2015
Highgate Wood Joint Consultative Committee – For Information	18 November 2015
Queen’s Park Joint Consultative Group – For Information	18 November 2015
Hampstead Heath, Highgate Wood and Queen’s Park Committee – For Decision	23 November 2015
Subject: Fees and Charges 2016/17	Public
Report of: Superintendent of Hampstead Heath	For Decision

Summary

This report sets out the proposed fees and charges for a range of facilities and services provided at Hampstead Heath, Highgate Wood & Queen’s Park for 2016/17.

Recommendations

It is recommended that:

- The views of the Hampstead Heath Consultative Committee be received on the proposed fees and charges for 2016/17, as set out in Appendix 1 of this report.
- The views of the Highgate Wood Joint Consultative Committee be received on the proposed fees and charges for 2016/17, as set out in Appendix 1 of this report.
- The views of the Queen’s Park Joint Consultative Group be received on the proposed fees and charges for 2016/17, as set out in Appendix 1 of this report.
- The views of the Hampstead Heath Consultative Committee, Highgate Wood Joint Consultative Committee, and Queen’s Park Joint Consultative Group be conveyed to the Hampstead Heath, Highgate Wood and Queen’s Park Committee at their November meeting.
- The Hampstead Heath, Highgate Wood and Queen’s Park Committee agree the proposed fees and charges for 2016/17, as set out in Appendix 1 of this report.

Main Report

Background

1. Charges for the wide range of recreation and sporting facilities that are provided in all the City Corporation’s Open Spaces are reviewed annually. The current 2015/16 charges for Hampstead Heath, Highgate Wood & Queen’s Park were approved by the Management Committee in November 2014.

Current Position

2. Over the summer, a Consultant was engaged to undertake a benchmarking exercise to compare the Hampstead Heath facilities charges with other local providers (see Appendix 2).
3. The Sports Advisory Forum have been consulted on the proposed charges for 2016/17. At the October meeting of the Sports Advisory Forum the Superintendent updated the Forum on the Service Based Review and the level of savings the Open Spaces Department is required to achieve over the next two financial years.
4. The review will require the Superintendent to look at alternative ways of delivering activities that are not part of our core obligations. This will involve exploring the possibility of using third-party providers for sports facilities, attracting sponsorship for sports, and increasing the income generated from these activities.
5. The proposed fees and charges include concessionary rates. Following the benchmarking exercise, a new revised concessionary charging policy has been proposed. This methodology will provide a consistent concessionary rate across the facilities which reflects a 40% discount on the standard adult charge.
6. Tennis courts at Queen's Park is currently charged by the half hour. From 2016/17 it is proposed that charging will be by the hour to provide consistency across the Division.
7. The charges for children's football coaching at Queen's Park and Highgate Wood have been removed. This is due to the introduction of licences to external coaches and providers.
8. Car parking fees were uplifted in 2015/16; therefore, it is not proposed to increase the charges for car parking in 2016/17.

Proposed Charges 2016/17

9. It is proposed that charges for 2016/17 be increased in line with the recommendations of the benchmarking exercise (Appendix 2). This exercise compared sporting facilities on a range of factors including location, price and quality. The prices set in Appendix 1 reflect the mid-range of the benchmarking exercise.
10. Where prices already reflected the mid-range price no further uplift has been proposed for 2016/17.
11. The Parliament Hill Bowling Club and Hampstead Heath Croquet Club have been consulted with respect to the revised charges for the facilities, as the public fees collected are passed on to the respective clubs.
12. Swimming charges have been reviewed and simplified. The book of 10 tickets for the price of 9 has been discontinued due to limited uptake in previous years.
13. For 2016/17, the prices for compound hire have been included for the first time. This is to assist the Superintendent when negotiating fees with

Contactors employed by neighbouring properties, businesses and organisations.

14. The charging year for Weddings and Civil ceremonies has been revised and brought into line with the financial year. Accordingly, the proposed charges from 1 April 2017 have been included in Appendix 1. It is necessary to set the charges for Weddings and Civil ceremonies two years in advance, as the bookings diary is opened on 1 January 2016 for 2017 ceremonies.
15. The charges for Education and Play have not been updated for 2016/17 as they will now form part of the Open Spaces Department Learning Programme, and will therefore be set for the Department at a later date.

Corporate & Strategic Implications

16. The current Management Policy Plan states at Policy 78 that *“recreational facilities will be managed in a way which recognises the right and ability of everyone to use and enjoy the Heath ...”* The proposals set out in this report contain a range of charges with concessionary rates that have been assessed against other local providers.
17. The provision of sports facilities supports the City Together Strategy theme, *‘A World Class City which is vibrant and culturally rich’*. Linked to this is the associated Open Spaces Strategic Aim: *‘Promote opportunities to value and enjoy the outdoors for recreation, learning and healthy living’*.
18. Income generation forms a critical contribution towards delivering the required level of savings over the next two years.

Implications

19. The City’s Financial Regulations require all Departments to recover full costs when setting charges to persons or external organisations, or submit reasons to the appropriate service Committee when that objective is not met. It is, therefore, at the discretion of individual spending Committees to determine the actual level of fees and charges relative to the services they provide, after taking into account local considerations and priorities.

Conclusion

20. The proposed sports and recreation fees and charges have been determined by a number of factors, not least providing continued access to sports facilities while encouraging young people to participate. The proposed fees and charges for 2016/17 introduce a standardised concessionary discount of 40% to ensure consistency.
21. It is also recognised that it will be necessary in the coming years to continue to review how charges are levied across all facilities, to ensure the required level of Service Based Review savings are achieved.

Appendices

Appendix 1 – Proposed Fees and Charges for 2016/17

Appendix 2 – Benchmarking exercise data

Yvette Hughes

Business Manager

Open Spaces

T: 020 7332 3977

E: yvette.hughes@cityoflondon.gov.uk

APPENDIX 1 – HAMPSTEAD HEATH, HIGHGATE WOOD AND QUEEN’S PARK

The proposed charges operate from 1 April 2016, all charges include VAT at 20%, except where stated.

SPORTS FACILITIES	Charges approved 1/4/14 (£) +2.6%	Charges approved 1/4/15 (£) +2.4%	Proposed Charges for 1/4/16 (£)
ATHLETICS TRACK			
● Meetings Monday - Friday (except bank holidays)	90.00	93.00	120.00^(*1)
● Meetings Peak Times	126.50	130.00	150.00^(*2)
● Schools Use - standard session charge	53.00	55.00	72.00^(*3)
● Corporate events	300.00	(*4)	(*4)
● Individual Ticket - Adults	3.00	3.50	3.50
● Individual ticket - Concessionary Rate	1.50	1.50	2.10^(*3)
● Season Ticket - Adults	60.00	62.00	72.00^(*5)
● Season Ticket - Concessionary Rate	30.00	31.00	42.00^(*3)
BOWLS		3.50	3.50⁽⁺¹⁾
CROQUET (GOLDERS HILL)			
● Hourly charge (members of HHCC) for lawn	4.00	4.50	4.50⁽⁺¹⁾
● Hourly charge (non members) for lawn	7.50	8.00	8.00⁽⁺¹⁾
CRICKET			
● Reserved match pitch (prepared and marked)	75.00	77.00	90.00^(*5)
● Reserved match pitch Parliament Hill weekends (prepared and marked)	95.00	98.00	98.00
● Junior pitch (prepared and marked)	45.00	46.00	54.00^(*3)
● Cricket nets (per hour)	6.50	7.00	7.00
● Private changing room with hot water (Keys - deposit or charge for loss)	42.00 (25.00)	43.00 (25.00)	43.00 (25.00)
FOOTBALL AND RUGBY			
● Reserved match pitch Adult (with goal posts)	70.00	72.00	85.00^(*5)
● Reserved match pitch Junior (with goal posts)	44.00	45.00	51.00^(*3)
● Hire of goal nets	14.50	15.00	15.00
● Private changing room with hot water (Keys - deposit or charge for loss)	42.00 (25.00)	43.00 (25.00)	43.00 (25.00)
<i>Schools Use - standard session charge</i>	40.00	41.00	51.00^(*3)
● Charge for damaged nets	38.50	Cost + admin fee	Cost + 20% admin fee
BASEBALL/ SOFTBALL/ ROUNDERS/			

SPORTS FACILITIES	Charges approved 1/4/14 (£) +2.6%	Charges approved 1/4/15 (£) +2.4%	Proposed Charges for 1/4/16 (£)
VOLLEYBALL			
● Reserved Pitch	50.00	52.00	52.00^(*6)
PENTANQUE			
● Hourly charge/rink	2.50	3.00	3.00
● (Returnable) Deposit for Boules hire	12.50	20.00	20.00
PITCH & PUTT (Queen's Park)			
● One Round Adult	4.50	5.50	5.50
● One Round Concessionary rate	2.50	2.50	3.30^(*3)
PUTTING (Golders Hill Park)			
● One Round Adult	3.00	3.00	3.00
● One Round Concessionary rate	1.50	1.50	1.80^(*3)
● Lost or damaged putter	25.50	Cost + admin fee	Cost + 20% admin fee
● Lost ball	5.00	Cost + admin fee	Cost + 20% admin fee
SWIMMING			
Lido			
● Early Morning / Winter - Adult	2.00	2.50	3.50^(*5)
● Early Morning / Winter - Concessionary	1.00	1.50	2.10^(*3)
● Evening - Adult	2.50	2.50	3.50^(*5)
● Evening - Concessionary	1.50	1.50	2.10^(*3)
● Day Ticket - Adults	5.50	6.00	6.60^(*5)
● Day Ticket - Concessionary	3.50	4.00	4.00^(*3)
● Day family ticket (up to 2 adults & 2 children)	14.50	15.00	17.20^(*5)
● Day adult and child ticket	7.50	8.00	9.00^(*5)
● Book of tickets (10 for the price of 9) – Adult	49.50	54.00	Discontinue^(*7)
● Book of tickets (10 for the price of 9) – Concessionary	31.50	36.00	Discontinue^(*7)
● Lido Monthly Ticket - Adult	41.00	42.00	42.00
● Lido Monthly Ticket – Concessionary	20.50	21.00	25.20^(*3)
● Lido 12 Month Season Ticket - Adult	147.50	152.00	175.00^(*8)
● Lido 12 Month Season Ticket - Concessionary	95.00	98.00	105.00^(*3)
● Lido 6 Month Season Ticket - Adult	116.00	120.00	120.00
● Lido 6 Month Season Ticket - Concessionary	58.00	60.00	72.00^(*3)
● All Swimming Facilities 12 Month Season Ticket - Adult	190.00	195.00	195.00
● All Swimming Facilities 12 Month Season Ticket - Concessionary	105.50	108.00	117.00^(*3)

SPORTS FACILITIES	Charges approved 1/4/14 (£) +2.6%	Charges approved 1/4/15 (£) +2.4%	Proposed Charges for 1/4/16 (£)
• All Swimming Facilities 6 Month Season Ticket - Adult	116.00	140.00	140.00
• All Swimming Facilities 6 Month Season Ticket - Concessionary	58.00	70.00	84.00^(*3)
<i>Natural Ponds</i>			
• Day Ticket: Highgate: Men's, Kenwood Ladies', Hampstead Mixed - Adult	2.00	2.00	2.00^(*9)
• Day Ticket: Highgate: Men's, Kenwood Ladies', Hampstead Mixed - Concessionary	1.00	1.00	1.00^(*9)
• Ponds 12 Month Season Ticket – Adult	121.50	125.00	125.00^(*9)
• Ponds 12 Month Season Ticket – Concessionary	63.50	66.00	66.00^(*9)
• Ponds 6 Month Season Ticket – Adult	63.50	66.00	66.00^(*9)
• Ponds 6 Month Season Ticket – Concessionary	32.00	33.00	33.00^(*9)
TENNIS			
• Annual registration fee	15.50	16.00	25.00^(*5)
• Adult Hourly Charge - hard or grass court (per hour) ⁺²	6.50	7.00	8.00^(*5)
• Concessionary Rates - hard or grass court (per hour) ⁺²	3.50	4.00	4.80^(*3)
SPORTS COACHING			
<i>Tennis Coaching and Development</i>			
Adult Beginners/improvers			
• 5 weekly 1 hour lessons	47.00	48.00	50.00^(*5)
• 5 weekly 1 ½ hour lessons	68.50	72.00	75.00^(*5)
• 5 weekly 2 hour lessons	90.00	96.00	100.00^(*5)
Children Beginners/improvers			
• 5 weekly 1 hour lessons	38.00	39.00	40.00^(*5)
<i>Children's Football Coaching</i> (Queen's Park and Highgate Wood)			(+3)
• 5 weekly 2 hour lessons	47.00	48.00	

*1 Minimum booking time of 3 hours, based on a rate of £40 per hour. Each additional hour or part hour over 3 hours will be charged at £40.

*2 Minimum booking time of 3 hours, based on a rate of £50 per hour. Each additional hour or part hour over 3 hours will be charged at £50.

*3 A standardised concessionary discount of 40% of the adult price has been introduced. This is to ensure all our facilities and sports offer a consistent concessionary discount.

- *4 Corporate Event prices will be worked up on a case by case basis.
- *5 Price increases based on the “mid-range” charge following a comprehensive benchmarking review carried out October 2015.
- *6 At Parliament Hill only softball and rounders pitches are marked out. Consequently, the reference to baseball and volley ball have been removed.
- *7 It is proposed to discontinue this ticket due to lack of uptake.
- *8 The benchmarking exercise has identified historic undercharging for this season ticket. Over the next two years the aim will be to increase this charge to £195 per annum.
- *9 The charge for swimming in the ponds will remain unchanged for 2016/17. The swimming charges will be reviewed next autumn.

+1 The Parliament Hill Bowling Club and Hampstead Heath Croquet Club have been consulted on the charges for 2016/17. The public fees collected from Bowls and Croquet are passed onto the respective clubs.

+2 Queen’s Park Tennis courts will change to ‘by the hour’ charging.

+3 The charges for children’s football coaching at Queen’s Park and Highgate Wood have been removed. This is due to the introduction of licences to external coaches and providers.

CAR PARKING	Charges approved 1/4/14 (£) +2.6%	Charges approved 1/4/15 (£) +2.4%	Proposed Charges for 1/4/16 (£)
• Up to 2 hours	2.50	3.00	3.00
• Up to 4 hours	5.00	6.00	6.00
• Additional hours or part hours above 4 hours	4.50	5.00	5.00

WEDDINGS & CIVIL CEREMONIES	Soft opening charges 2014 (£)	Pilot year charges 2015 (£)	Charges from 1/1/16 (£)	Proposed Charges from 1/4/17 (£)
<i>Hill Garden shelter</i>				
• Monday - Thursday	1,250.00	1,800.00	2,000.00	2,400.00
• Friday	1,250.00	2,100.00	2,400.00	2,900.00
• Weekends	1,250.00	2,400.00	2,800.00	3,400.00
<i>Pergola</i>				
• Monday - Thursday	1,000.00	1,500.00	1,800.00	2,200.00
• Friday	1,000.00	1,620.00	2,000.00	2,400.00
• Weekends	1,000.00	1,800.00	2,200.00	2,700.00
Table service charge			120.00	150.00

SKIPS, COMPOUNDS & SCAFFOLDING	Proposed Charges from 1/4/16 (£)
Skips ⁺⁴	£60.00 (VAT exempt) per week (Minimum fee £60)
Contractor compounds ⁺⁴	£0.50 per M ² per day (Minimum overall charge £60 per day)
Scaffolding ⁺⁴	£0.50 per M ² per day (Minimum overall charge £60 per day)

+4 Where site meetings are required, fees will be applied to cover the cost of staff time.

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	City of London 01/04/2015	GOLDEN LANE	BARNET BURNT OAK LEISURE CENTRE	ALL COUNCIL COURTS	FINCHLEY LAWN/ TENNIS CLUB	OAKLEIGH PARK TENNIS & SQUASH CLUB	BARNET LAWN TENNIS CLUB	ALL COUNCIL COURTS	CHANDOS RECREATION GROUND/ ROXHEATH/ BYRON	Hyde Park	BISHOPS PARK
TENNIS (hard or grass court)		CoLC	Barnet	Barnet	Barnet	Barnet	Barnet	Brent	Harrow	Westminster	Hammersmith and Fulham
Annual registration fee	£ 16.00	n/a	n/a	n/a	Membership applies Peak £195 (Adult), £148 (Snr). Junior £43, Midweek £115 (Adult), £115 (Snr)	bookable	Prices on Application	n/a	Membership applies	£120 Smart Card (advance booking)	n/a
Adult per hour	£ 7.00	£20 Adult non member, £13.00 Adult resident concession	£8.60	free	free	£15	-	£ 6.50	£6.00	£14	£9.00, Member
Concessionary per hour	£ 4.00	£14.00 Jnr ; £9.00 resident concession	£3.10	free	free	n/a	-	FREE (CHILDREN), Adult and child £3.25	free	n/a	£4.50(Child)
Tennis Coaching and development		Private coach		See Oakleigh Park for approved partner	Private club	Members Club	Private Club	not known	Provided through ange of private clubs and coaches only	Will to Win	Private Coach
Adult Beginners/Improvers		call									
Per hour	£9.60	£30.00-£40.00	n/a	n/a	on request	£8.00-£12.00	£7.83/£9.30 equiv per hour	n/a	£35	£45/£50	£45
5 weekly 1 hour lessons	£ 48.00	n/a	n/a	n/a	n/a	n/a	Member £94.00; Non member £112 (12 weeks)	n/a	on application	n/a	n/a
5 weekly 1 1/2 hour lessons	£ 72.00	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
5 weekly 2 hour lessons	£ 96.00	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Children Beginners/Improvers		n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Per hour	£7.80	n/a	£8.10	n/a	on request	£7.00-£8.00	£7.83/£8.42- £9.30/£10.04	n/a	£10 per hour	£20/£25	n/a
5 weekly 1 hour lessons	£ 39.00	n/a	n/a	n/a	n/a	n/a	Member £94.00/£101. Non member £112/£120.50 (12 weeks)	n/a	£110 (11 weeks)	n/a	n/a

	City of London 01/04/2015	HOLLAND PARK	COUNCIL RUN PARKS	BUSH HLL PARK TENNIS CLUB	ENFIELD CHASE TENNIS CLUB	HAZELWOOD LAWN TENNIS CLUB	ALBERT ROAD RECREATION GROUND	BRUCE CASTLE PARK	DOWN LANE PARK TENNIS CLUB	NEW RIVER SPORT & FITNESS	FINSBURY PARK - TRACK & GYM	NORTHWOOD RECREATION GROUND
TENNIS (hard or grass court)		Kensington and Chelsea	Enfield	Enfield	Enfield	Enfield	Haringey	Haringey	Haringey	Haringey	Haringey	Hillingdon
Annual registration fee	£ 16.00	n/a	n/a	Membership terms apply	Membership terms apply	Members only	n/a	n/a	n/a	£15 (Adult), £10(Jnrs)	n/a	Free
Adult per hour	£ 7.00	Non member £7.90 (peak); £5.20 (off peak)	Free	£7 (members), £10 Non members	-	-	£6 and £11 with floodlights	£ 5.00	free	£ 6.00	£ 6.00	Free
Concessionary per hour	£ 4.00	£4.00 /£2.50 (Child)	Free	n/a	-	-	£4.00/£9.00 (Adult) Child £3.50/£8.50 (floodlights)	reduced	free	£ 3.00	£ 3.00	Free
Tennis Coaching and Development		Private Coach	See Enfield Chase and Bush Hill for details	Club coaches	Club coaches	Private	PSANDC Partnership	PSANDC Partnership	Fusion Lifestyle	Fusion Lifestyle	Finsbury Sports Partnership	Wayfarers (Ickenham)
Adult Beginners/Improvers											email	
Per hour	£9.60	£45	n/a	£7 (members); £10 non members	£9 or £7.50 (block of £6 pre booked)	£7-£10 per hour	£10/£11.50 (Member/Non member)	Private group and individual start at £25 per hour	£1 per session	£10-£12 per session (2 hours)		£3
5 weekly 1 hour lessons	£ 48.00	n/a	n/a	n/a	£45 (six lessons)	n/a	n/a					£30 (10 weeks)
5 weekly 1 1/2 hour lessons	£ 72.00	n/a	n/a	n/a		n/a	n/a					
5 weekly 2 hour lessons Children Beginners/Improvers	£ 96.00	n/a	n/a	n/a		n/a	n/a			£67.20 (£56 (conc) 7 week course		
Per hour	£7.80	n/a	n/a	circa £10 per hour	called	£ 10.00	£5.40-£6.50 per hour	as above		£4.00-£4.50 per hour		no details currently available
5 weekly 1 hour lessons	£ 39.00	n/a	n/a	£125 -£130 per term			£65/£78 (12 weeks)		£27/£24 (conc) 6 week course	£31.50 (£28 Conces) 7 weeks course		

	City of London 01/04/2015	FULHAM POOLS	HAGGERSTON PARK	ISLINGTON TENNIS CENTRE	TUFNELL PARK PLAYING FIELDS	AVONDALE/HOLLAND AND KENSINGTON MEMORIAL PARK	ROYAL HOSPITAL SOUTH GROUNDS	WESTWAY SPORTS CENTRE	ARCHBISHOPS PARK/VAUXHALL PARK	KENNINGTON PARK PITCH	Council Parks	BURGESS PARK/TANNER STREET
TENNIS (hard or grass court)		Hammersmith and Fulham	Hackney	Islington	Islington	Kensington and Chelsea	Kensington and Chelsea	Kensington and Chelsea	Lambeth	Lambeth	Newham	Southwark
Annual registration fee	£ 16.00	Adult £34.00 (resident), £55 (non resident), Jnr £17 (resident) and £28 (non resident)	n/a		n/a	£15.50	n/a	n/a	n/a	n/a	na	
Adult per hour	£ 7.00	£ 10.40	£7.55	£ 10.00	£10.00	£ 7.90	£7.40	£10.50(peak), £8	£5.10	£ 8.15	free	£6.00 (non member); £4.80 (member)
Concessionary per hour	£ 4.00	£ 8.35	n/a	£ 10.00	not known	£ 4.00	£3.70 (child)	£8/£5, Conc £6	n/a	£4.00 (child)	free	£2.40 (non member); £1.20 (member)
Tennis Coaching and Development		signposted to provider at Harbour Club		GLL	1. GLL 2. Access to Sport	Registered Private Coaches Simply Tennis	Private	Trust	GLL	Private Coach	Active Newham	
Adult Beginners/Improvers												
Per hour	£9.60	£10.35		£12.25	1. £14.30 2. £7.00	£50/£55	n/a	£35/£50 per hour	n/a	On application	n/a	
5 weekly 1 hour lessons	£ 48.00	£145 (14 weeks)		n/a	2. £35 (5 weeks)	n/a	n/a	6 Sessions £90	n/a			£30.00 (six weeks)
5 weekly 1 1/2 hour lessons	£ 72.00	n/a		n/a	n/a	n/a	n/a		n/a			n/a
5 weekly 2 hour lessons	£ 96.00	n/a		£110.25 (9 weeks) non member	n/a	n/a	n/a		n/a			n/a
Children Beginners/Improvers							n/a		n/a			
Per hour	£7.80	£8.20		£9.50	1 £8.50/£9.50 2 £4.00	£39/£45	n/a	£4.50	n/a	Private Coach	n/a	
5 weekly 1 hour lessons	£ 39.00	£115 (14 weeks)		£85.50 (9 weeks) non member	2. £20.00 (five weeks)	n/a	n/a		n/a	Unknown		£30.00 (six weeks)

	City of London 01/04/2015	Council Courts	VICTORIA PARK/MILE END STADIUM/ BETHNAL GREEN	BATTERSEA PARK MILLENIUM	CLAPHAM COMMON	PADDINGTON RECREATION GROUND	REGENTS PARK
TENNIS (hard or grass court)		Sutton	Tower Hamlets	Wandsworth	Wandsworth	Westminster	Westminster
Annual registration fee	£ 16.00	n/a	n/a	n/a	n/a	n/a	£68
Adult per hour	£ 7.00	free	£6.00	£8.85 peak, £8 per hour (Off Peak)	£8.15	£14.25 (synthetic) or £9.35 (Tarmac)	£10 before 5pm £12 after 5pm
Concessionary per hour	£ 4.00	free	£0.00	£1.80 per hour (Off Peak Junior)	n/a	£10.35/£6.80	Child £6.00/ £7.00
Tennis Coaching and Development		Sutton Tennis Academy	Council	Places For People		GLL	Will to Win operation
Adult Beginners/Improvers				n/a			
Per hour	£9.60	£21.00-£60.00	n/a	£15.50	n/a	£12.80 or £10.70 if member	£43 per hour
5 weekly 1 hour lessons	£ 48.00	n/a	n/a	£93.00 (6 weeks x 1 hour)	n/a	£115.20 (9 weeks)	£84 (1 hour) 6 weeks
5 weekly 1 1/2 hour lessons	£ 72.00	n/a	£17.50 (90 min workshop)	n/a	n/a		n/a
5 weekly 2 hour lessons	£ 96.00	n/a	£13.00 (midweek) £13.50	n/a	n/a		n/a
Children Beginners/Improvers				n/a			
Per hour	£7.80	n/a	£2.00	n/a	n/a	£6.40 or £5.81	n/a
5 weekly 1 hour lessons	£ 39.00	£172.50 (15 weeks)		£42 (LTA mini tennis)	n/a	£57.60 or £52.20 with resident card (9 weeks)	£154 per term (14 weeks)

	City of London 01/04/2015	FINCHLEY LIDO	HILLINGDON SPORTS AND LEISURE COMPLEX	BROCKWELL PARK LIDO	KING'S CROSS POND CLUB	SERPENTINE LIDO	TOOTING BEC LIDO	PARK ROAD POOLS AND FITNESS	OASIS SPORTS CENTRE	CHARLTON LIDO AND LIFESTYLE CLUB	LONDON FIELDS LIDO		
LIDO	Unheated	Unheated	Unheated		Unheated	Unheated	Unheated	Yes 24- 25degrees	Yes heated	Yes 24-25 degrees			
			Hillingdon (under 3's free)		Lewisham	Camden	Westminster	Wandsworth	Haringey	Camden	Greenwich	Hackney	
			Resident	Non Resident	under 5's free			Under5's go free	(under 3's free	Under 5's free	At Reception	Online	Non member
Early Morning/Winter - Adult	£ 2.50		£ 2.70	£ 3.20	£ 3.10	-			£ 4.60	-	-	-	
Early Morning/Winter - Concessionary	£ 1.50		£ 2.20	£ 3.20	£ 2.00	-			£ 3.20	-	-	-	
Evening - Adult	£ 2.50				£ 3.30	-	£ 4.10		£ 2.20	-	-	-	
Evening - Concessionary	£ 1.50	£ 2.65			£ 2.65	-	£ 3.10		£ 3.20	-	-	-	£ 2.90
Day Tickets - Adult	£ 6.00	£ 6.10	£ 5.40	£ 6.00	£ 5.95	-	£ 4.80	£ 6.70	£ 5.60	£ 5.30	£ 6.00	£ 5.00	£ 4.80
Day Tickets - Concessionary	£ 4.00	£ 4.30	£ 3.70	£ 4.70	£ 3.90	-	£ 3.80		£ 3.80	-	£ 6.00	£3.00/£4.00	£ 2.85
Child	?	£ 3.75	£ 3.20	£ 3.30	£ 3.40		£1.80/£1.10	£ 4.10	£ 2.20	£ 1.00	£ 4.00	£3.00/£2.00	£ 2.90
Day Ticket -Family (up to 2 adults & 2 Children)	£ 15.00	-	£ 14.00	£ 16.50	£ 14.90	-	£12.00/£9.00	£ 17.50	-	-	£ 18.00	£ 16.00	-
Day Ticket - Adult and Child	£ 8.00	-	-	-	£ 7.40	-							
Book of Tickets - Adult (10 for price of 9)	£ 54.00	-	-	-	£ 45.70	-	£ 40.00						
Book of Tickets - Concessionary (10 for price of 9)	£ 36.00	-	-	-	£27.95 (child)	-							
Lido Monthly Ticket - Adult	£ 42.00	-	-	-	-	-	£ 27.50	-	£ 29.95	£ 29.95	-	-	-
Lido Monthly Ticket - Concessionary	£ 21.00	-	-	-	-	-	n/a	-	£ 23.70	£ 23.70	-	-	-
Lido 12 Month Season Ticket - Adult	£ 152.00	-	-	-	-	-	-	-	-	-	-	-	-
Lido 12 Month Season Ticket - Concessionary	£ 98.00	-	-	-	-	-	-	-	-	-	-	-	-
Lido 6 Month Season Ticket - Adult	£ 120.00	-	-	-	£ 193.10	-	-	-	-	-	-	-	-
Lido 6 Month Season Ticket - Concessionary	£ 60.00	-	-	-	£159.90 (Adult), £129.40 (Child)	-	-	-	-	-	-	-	-
All Swimming Facilities 12 Month Season Ticket - Adult	£ 195.00	-	-	-	-	-	-	-	-	-	-	-	-
All Swimming Facilities 12 Month Season Ticket - Concessionary	£ 108.00	-	-	-	-	-	-	-	-	-	-	-	-
All Swimming Facilities 6 Month Season Ticket - Adult	£ 140.00	-	-	-	-	-	-	-	-	-	-	-	-
All Swimming Facilities 6 Month Season Ticket - Concessionary	£ 70.00	-	-	-	-	-	-	-	-	-	-	-	-
Natural Ponds							Time dependent						
Day Ticket: Highgate Men's Kenwood; Ladies' Hampstead Mixed- Adult	£ 2.00	-	-	-	-	-	£3.50-£6.50						
Day Ticket Highgate Men's Kenwood; Ladies' Hampstead Mixed- Concessionary	£ 1.00	-	-	-	-	-	n/a						
Ponds 12 Month Season Ticket - Adult	£ 125.00	-	-	-	-	-	n/a						
Ponds 12 Month Season Ticket - Concessionary	£ 66.00	-	-	-	-	-	n/a						
Ponds 6 Month Season Ticket - Adult	£ 66.00	-	-	-	-	-	n/a						
Ponds 6 Month Season Ticket - Concessionary	£ 33.00	-	-	-	-	-	n/a						

	City of London 01/04/2015	CRYSTAL PALACE NSC	PRIMROSE HILL	ENFIELD PLAYING FIELDS	LOXFORD PARK BEACH COURTS	WANDSWORTH COMMON	ROEHAMPTON PLAYING FIELDS	PADDINGTON RECREATION GROUND	REGENTS PARK	LITTLE VENICE/MOBERLY and JUBILEE CENTRES	YELLOW WAVE	TILGATE PARK
BASEBALL/ SOFTBALL/ ROUNDERS/ VOLLEYBALL		Bromley	Camden	Enfield	Redbridge	Wandsworth	Wandsworth	Westminster	Westminster	Westminster	Brighton	Crawley
BASEBALL												
Reserved pitch	£ 52.00	n/a	n/a	£50 per day		n/a	n/a	Free	n/a	n/a	n/a	n/a
SOFTBALL												
Reserved pitch	£ 52.00		£ 55.00			Mon -Sat (afternoon/evening £46.95; Full day £52.85) Sunday pm only £52.85; full day £58.20	Mon -Sat (afternoon/evening £46.95; Full day £52.85) Sunday pm only £52.85; full day £58.20	Free	£ 55.00	n/a	n/a	£33.30
			3.5 hours						3.5 hours			
ROUNDERS												
Reserved pitch	£ 52.00		£ 55.00			n/a	£25.60 per hour (M-Sat); £29.85(per hour Sun)		£ 55.00	n/a	n/a	£33.30
			3.5 hours						3.5 hours			
VOLLEYBALL		Beach			Beach						Beach	
Reserved pitch	£ 52.00	£15.45 per hour	n/a	n/a	£12 per hour	n/a	n/a	n/a	n/a	£56 (inside)	£21.00 per hour	£33.30

	City of London 01/04/2015	HAMPSTEAD HEATH EXTENSION	COUNCIL PITCHES	COUNCIL SPORTS PITCHES	ENFIELD PLAYING FIELDS	HACKNEY MARSHES	HJURLINHAM PARK	NEW RIVER SPORT & FITNESS	COUNCIL PITCHES	RICHMOND ATHLETIC ASSOCIATION	BURGESS PARK	ALL COUNCIL PITCHES	GARRATT GREEN/ WANDSWORTH COMMON// BATTERSEA PARK	REGENTS PARK	TILGATE PARK
RUGBY		Barnet	Brent	Bexley	Enfield	Hackney	Hammersmith & Fulham	Haringey	Hillingdon	Richmond	Southwark	Waltham Forest	Wandsworth	Westminster	Crawley
Reserved match pitch Adult (with goal posts)	£ 72.00	£90.25	£ 81.50	£91.50 (Premier); £91 (Grade 1) and £52 Grade 2	Grade 1 (£87 (Sat); £95 (Sun); Grade 2 £64 (Sat) : £70 (Sun)	£ 84.00	£ 87.00	£75.50 (peak); £35 Off Peak 2 hours) 2. Haringey Council £43.00	£ 55.00	£285.00	£84.00	Grade A £108-£130 (inc VAT) £112-£135) Grade B £70-£100 (£72-£103 inc VAT)	£67.20 (M-S); £60.85 (Sunday)	£72.00(inc VAT)	£83.20
Reserved match pitch Junior (with goal posts)	£ 45.00	£44.75	£ 47.25	n/a	£ 47.00	£42.00-£45.00	£ 87.00	n/a	£ 18.00	n/a	£43.20	Grade A £56.00-£65.00 (inc VAT) Grade B £36-£52 (inc VAT)	n/a	£60.00 (incl. VAT)	£65.10
Private changing room with hot water (Keys - deposit or charge for loss (£25.00))	£ 43.00	included in above prices	unknown	included	included in Grade 1 bookings only	included	included	n/a	Included with Adult charges	n/a	n/a	included	n/a	£39.60 (incl VAT)	included
School Use (standard session charge)	£ 41.00	£ 44.75	£ 47.25	£39.00	£ 47.00	n/a	n/a	n/a	unknown	n/a	£66.00 (Community hire)	£30.00 (inc VAT)	n/a	n/a	£65.10

City of London 01/04/2015	HAMPSTEAD HEATH EXTENSION	COUNCIL SPORTS PITCHES	COUNCIL FOOTBALL PITCHES	VALE FARM SPORTS GROUND	ASPIRE HEALTH & FITNESS	ALL PARKS	HACKNEY MARSHES/ MABLEY GREEN	WORMWOOD SCRUBS	ALL COUNCIL PITCHES	NEW RIVER SPORT & FITNESS	BANNISTER SPORTS CENTRE	THE HIVE	HATCH END PARK	COUNCIL PITCHES	
	Barnet	Bexley	Brent	Brent	Enfield	Enfield	Hackney	Hammersmith & Fulham	Haringey	Haringey	Harrow	Harrow	Harrow	Hillingdon	
Reserved match pitch Adult (with goal posts)	£ 72.00	£96.50	£52 Grade 2	£ 75.50	n/a	n/a	Grade 1 (£87 (Sat); £95 (Sun); Grade 2 £64 (Sat) ; £70 (Sun)	£82 (peak); £68 (off peak)	£87.00	Grade A £91.00; Grade B £75.00 with changing; No change Grade B £53.00	£75.50 £35 (Off Peak) 2 hours	£94.75 and £67.70 (Sats)	£440	£172.58	£ 55.00
Reserved match pitch Junior (with goal posts)	£ 45.00	£48	£91.50 (Premier); £91 (Grade 1) and £52 Grade 3	£ 45.20	n/a	n/a	Grade 2 £47.00	£41.00 (peak); £34 (off peak)	Senior £87.00; 9v9 £55.00	n/a	£ 25.00	na	£240 (U15's); £330 U18's	£ 85.00	£ 18.00
Hire of goal nets	£ 15.00	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Private changing room with hot water (Keys - deposit or charge for loss £25.00)	£ 43.00	Price includes use of Pavilion	included	not disclosed	n/a	n/a	including in Pitch 1 booking only	n/a	not disclosed	not disclosed	n/a	n/a	n/a	included	Adult price includes changing rooms
School Use (standard session charge)	£ 41.00	£ 48.00	£ 39.00	£48.00 (unmarked)	n/a	n/a	£ 24.00	n/a	£ 23.00	£25.00 Jnr League + £10 registration fee)	n/a	n/a	n/a	£ 18.00	
Charge for damaged nets	cost + admin fee	Not given	n/a	unknown	n/a	n/a	n/a	n/a	n/a	n/a	not given	n/a	n/a	n/a	
														QPR In the Community	
Children's Football Coaching (Queen's Park and Highgate Wood)		1. Powerleague (Muswell Hill) 2. The Hive (Barnet FC) 3. GLL (Barnet Burnt Oak LC)	1. QPR (Ark Academy) 2. Superskills (Willesden SC-members)	Everyone Active		1. Football Excel Academy Albany Park 2. Soccerkidz (Enfield Playing Fields)	1. GLL King's Hall LC 2. The FA Skills			1. Fusion 2. Excel Academy		1. The Hive 2. Harrow Games (Claremont School)	n/a	1. Hillingdon Sports & Leisure Complex 2. Botwell Green	
5 weekly 2 hour lessons	£ 48.00	1. n/a 2. £25.00 (after school /£40.00 (Sat) (6weeks x 90 mins) 3.n/a		n/a	£63.70 (Sats term time)	1. £60.00 (6 weeks x 1 hour) 2. £4.00 (after school); Sat am £50.00 (10 weeks)	1. £30.00 (1 hour x 14 weeks)			1. est £55.00 2. £60 (six weeks)		1. £25 (6 sessions) 2.£125 (90 mins) (term)	n/a	n/a	
Per hour	£4.80 equiv	1 £5.00 2. £5.00/ £8.00 3. £10.00	1 £5.00 2 £10.00	Sat £3.90	£4.90	1. £10.00 2. £4.00/£5.00	1. £2.70 2.£3.00			1.£5.50 2. £10.00		£5.00 2 £8.33	n/a	1 £.5.00 2. £3.00.	
												90 mins			

	City of London 01/04/2015	TUFNELL PARK	HOLLAND PARK	KENSINGTON MEMORIAL PARK	ROYAL HOSPITAL SOUTH GROUNDS	COUNCIL PITCHES	ALL COUNCIL SITES	SUTTON PARKS	COUNCIL SITES	COUNCIL SITES	REGENTS PARK	TILGATE PARK
FOOTBALL		Islington	Kensington and Chelsea	Kensington and Chelsea	Kensington and Chelsea	Redbridge	Southwark	Sutton	1. Wandsworth 2. GLL	Waltham Forest	Westminster	Crawley
Reserved match pitch Adult (with goal posts)	£ 72.00	£89.50 (2 HOURS)	£91.40 (2 hours)	£72.50 (7 a side only)	£ 79.90	£77 (Saturday); £88 (Sunday)	£84.00 (incl VAT) Non Council managed; £33.60 (Council Managed)	£89.00	1. M-S £60.85; Sun (am) £76.30; Sun (pm) £73.60 2. £65.80	Grade A £108-£130 (inc VAT £112-£135) Grade B £70-£100 (£72-£103 inc VAT)	£72.00 (incl VAT)	£ 80.90
Reserved match pitch Junior (with goal posts)	£ 45.00	£33.70	£59.90	n/a	n/a	n/a	£43.20 (inc VAT) Non Council managed; £18.00 (Council Managed)	£54.00	1. M-S £16.00; Sun (am) £18.15; Sun (pm) £18.15 2. n/a	Grade A £56.00-£65.00 (inc VAT) Grade B £36-£52 (inc VAT)	£60.00 (incl. VAT)	£ 41.60
Hire of goal nets	£ 15.00	n/a	included	n/a			n/a	n/a	1 £21.10 2. n/a			n/a
Private changing room with hot water (Keys - deposit or charge for loss £25.00)	£ 43.00	Included	included	n/a		33	£44.00	included			£39.60 (incl VAT)	n/a
School Use (standard session charge)	£ 41.00	n/a	not disclosed	n/a			n/a	£54.00		£24.00	n/a	not disclosed
Charge for damaged nets	post + admin f	n/a	n/a	n/a			n/a				n/a	n/a
Children's Football Coaching (Queen's Park and Highgate Wood)			Little Foxes (Partner)	not available	n/a		Vision Charitable Trust not checked	Sutton Football Academy			n/a	
5 weekly 2 hour lessons	£ 48.00		£195 (15 weeks)	n/a	n/a	£20 00 (5 weeks)	n/a		1. Furzedown Rec 2. Tooting LC 3. Wandle Rec Centre 4. Battersea Park (Little Foxes)			
Per hour	£4.80 equiv		£13.00	n/a	n/a	£4.00	n/a		1. £3.00 (1.5hr) 2. £3.90 (1 hr) 3. £2.00 (1 hr) 4. £9.00 (1 hr)			

CRICKET

City of London 01/04/2015	COUNCIL CRICKET SQUARES	COUNCIL RUN PITCHES	ALL RELEVANT COUNCIL SITES	HACKNEY MARSHE S	ROXBORNE PARK	COUNCIL PITCHES	WRAY CRESCENT	HOLLAND PARK	KENSINGTON MEMORIAL PARK	COUNCIL PITCHES	SUTTON PARKS	BURGES S PARK./ BELAIR/ DULWISH	ALL COUNCIL SITES	ALL SITES	REGENTS PARK	TILGATE PARK	
	Brent	Barnet	Enfield	Hackney	Harrow	Hillingdon	Islington	Kensington and Chelsea	Kensington and Chelsea	Redbridge	Sutton	Southwark	Wallham Forest	Wandsworth	Westminster	Crawley	
Reserved match pitch (prepared and marked)	£ 77.00	£ 105.00	£68.70 based on 20 week season (equiv £82.50 for one off inc VAT)	Casual: Grade 1 £90; Grade 2 £75;	£77.00	£ 183.00	£122.00 (Full day)	Full Day £89.50 (non member; £75.80 member Half Day £67.15 /£56,85	£71.40	n/a	£92.40	£84.00	£120 (all day); £69.60 (half day) inc VAT	£132.00 (inc VAT)	Mon -Friday £48 (Afternoon); £42.70 (evening); Full day £58.70	£62.50 (Std); Premier £100	£73.30 (full game); After 5pm £50.50
Reserved match pitch Parliament Hill weekends (prepared and marked)	£ 98.00	£ 105.00	£68.70 based on 20 weeks	Casual: Grade 1 £90; Grade 2 £75;	£94.50	£ 183.00	£ 122.00	n/a	n/a	n/a	£92.40	£84.00	£120 (all day); £69.60 (half day) (inc VAT)	£152.00 (inc VAT)	Afternoon £50.20; Full Day £62.95	£62.50/ £100	£83.30 and £57.70 (after 5pm)
Junior Pitch prepared and marked)	£ 46.00	£ 63.00	£34.35 based on 20 week season	£41 (peak); £34 (off peak)	n/a	n/a	n/a	£33.70 non member; £28.45 (member)	£31.50 (practice only)	£31.50	n/a	£ 84.00	£91.20 (all day); £45.60 (half day)	n/a	as above	£62.50	£42.10- £35.90 (Full); £28.70 - £25.00 after 5pm
Cricket nets (per hour)	£ 7.00	n/a	n/a	n/a	n/a	n/a	n/a	£4.00 Adults; £2.00 (Juniors)	£4.00 and £2.00 (junior)	n/a	n/a	n/a	n/a	£5.75	£10	n/a	
Private changing room with hot water (Keys - deposit or charge for loss (£25.00)	£ 43.00	included	included	included with Grade 1 pitch bookings only	n/a	included	included	n/a	n/a	n/a	included	included	n/a	n/a	£37.50	n/a	

	City of London 01/04/2015	ALLIANZ PARK	WILLESDEN SPORTS CENTRE	PERIVALE PARK ATHLETICS TRACK	LEE VALLEY ATHLETIC S CENTRE	QE2 STADIUM	LINFORD CHRISTIE OUTDOOR SPORTS CENTRE	NEW RIVER SPORT & FITNESS	FINSBURY PARK - TRACK & GYM	BANNISTER SPORTS CENTRE	LADYWELL ARENA	SOUTHWARK ATHLETICS CENTRE	MILE END PARK STADIUM	BATTERSEA PARK MILLENNIUM ARENA	TOOTING BEC ATHLETICS TRACK & GYM	PADDINGTON RECREATION GROUND	
	Barnet	Brent	Ealing	Enfield	Enfield	Hammersmith and Fulham	Haringey	Haringey	Harrow	Lewisham	Southwark	Tower Hamlets	Wandsworth	Wandsworth	Westminster		
ATHLETICS TRACK											In development	Non Member	Member				
Meetings Monday - Friday (except bank holidays)	£ 93.00	£ 60.00	£ 75.00	£ 27.00	£140 per hour	£33.50 per hour	£ 56.00	£ 55.00	£50 per hour	£ 115.00	£28.30 (Non res), £25.90 (Res) per hour	tbc	£179.50	£126.05	£430 (4 hours)	£230.00 (3.5 hours)	£64.40 per hour
Meetings Peak Times	£ 130.00	£ 60.00	£ 75.00	£ 27.00	£140 per hour		£ 56.00	£ 55.00	£50 per hour		£28.30 (Non res), £25.90 (Res) per hour	tbc	£230.45	£161.06	£430 (4 hours)	£327.50 (4.5 hours)	£64.40 per hour
Schools Use - standard session charge	£ 55.00	n/a	£ 56.00	£ 27.00	£75 per hour	£27.50 per hour	£ 56.00	£ 55.00	£25 per hour	£ 27.00	£20.35 (Non res), £18.65 (Res) per hour	tbc	n/a	n/a	£255 (borough school 4 hours)	Weekday £156.00; Weekend £255.00	£32.20 per hour
Corporate Events	POA	POA	POA	POA	POA	POA	POA	POA	POA	POA	POA	POA	POA	POA	POA	POA	POA
Individual Adult	£ 3.50	does not appear to be offered	£ 2.70	£ 2.95	£ 4.00		Free		n/a	£ 4.40	£2.80 (non res), £2.60 Res Peak; £2.60/£2.40 (off peak)	tbc	£ 3.20	£ 2.20	£ 4.20	£ 4.20	Free
Individual Adult - concessionary	£ 1.50	does not appear to be offered	£1.40 (Child)	£1.95 (Child)	£2.70 (under 16)		Free		n/a	£ 3.00	£ 1.80	tbc	£1.60 (child)	£1.30 (child)	£ 2.90	£ 2.90	Free
Season ticket Adult	£ 62.00	does not appear to be offered	£73.60 / £46.85 (concs)	£ 65.25	£360		Free	n/a	n/a	-	n/a	tbc	n/a	n/a	£ 156.00	£ 156.00	Free
Season Ticket concessionary	£ 31.00	does not appear to be offered	£48 (child)	£ 32.00	£260/210 Juniors		Free	n/a	n/a	-	n/a	tbc	n/a	n/a	£ 105.00	£ 105.00	Free

			Somerford Grove	SWAPA	TVAP	Toffee Park	Regents Park	Little Wormwood Scrubs	Battersea Park Zoo	Hounslow Urban Farm	Belmont Farm	Lee Valley Urban Farm		Tilgate Urban Farm
			Haringey	Hackney	Thames Valley	Islington	Westminster	Kensington & Chelsea	Wandsworth	Hounslow	Barent	Enfield		Crawley
	Charges from 01/04/2015	Cost per head	Cost per hour									Primary	Secondary	
EDUCATION CENTRE Standard 2 hour session										Season ticket £30.00 (unlimited)				
State Schools - up to 30 children	£ 99.00	£ 3.30	£ 1.65						Guided £180.00 (£6.00 per head; special needs £5.00 per head + carer free) Non guided £5.50 £4.50 (SEN) per head	£180 (teachers free) £6.00 per head	£6.50 per head	Full day 2 programmes £234.00 (£7.80 per head); Half day 1 programme £150.00 (£5.00 per head)	Full day 2 programmes £276.00 (£9.20 per head), Half day 1 programme £168.00 (£5.60 per head)	Crawley schools £48.00 (£1.60 per head)
State Schools - incremental prices above 30 children. Fixed price for up to 15 additional students	£ 49.50								£90.00 (guided/ £82.50 (non guided) Guided £6.00/£5.00 (SEN) per head; non guided £5.50/£4.50 (SEN)			£7.80/£5.00 per head	£9.20/£5.60	
Independent Schools - up to 30 children	£ 129.00	£ 4.30	£ 2.15						£180 (guided) £165.00 (non guided)	as above		Full day 2 programmes £234.00 (£7.80 per head), Half day 1 programme £150.00 (£5.00 per head)	Full day 2 programmes £276.00 (£9.20 per head), Half day 1 programme £168.00 (£5.60 per head)	£96.00 non borough (£3.20 per head)
Independent Schools - incremental prices above 30 children. Fixed price for up to 15 additional students	£ 65.00								£ 90.00 (guided: £82.50 (non guided)			£7.80/£5.00 per head	£9.20/£5.60	
ADVENTURE PLAYGROUND Full day and education session		Per session	Assume 6 hours			Suggested donation				n/a				
State Schools - up to 30 children	£ 132.00	£ 4.40	£ 0.73	free	free	£8.00 per child	free	free	free	n/a		n/a		£30.00 (£1.00 per head)
State Schools - incremental prices above 30 children. Fixed price for up to 15 additional students	£ 66.00			free	free		free	free	free	n/a		n/a		£1.00 per head
Independent Schools - up to 30 children	£ 172.00	£ 5.73	£ 0.96	free	free		free	free	free	n/a		n/a		£30.00 (£1.00 per head)
Independent Schools - incremental prices above 30 children. Fixed price for up to 15 additional students	£ 86.00			free	free		free	free	n/a	n/a		n/a		£1.00 per head
ORGANISED PLAY SESSION Full day and education session		Per session						free		n/a		n/a	Orienteering/ and Use of VeloPark	
State Schools - up to 30 children	£ 66.00	£ 2.20		n/a	n/a	£8.00 per child	n/a	free		n/a		n/a	£5.00 per head	n/a
State Schools - incremental prices above 30 children. Fixed price for up to 15 additional students	£ 33.00			n/a	n/a		n/a	free		n/a		n/a		n/a
Independent Schools - up to 30 children	£ 86.00	£ 2.87		n/a	n/a		n/a	n/a		n/a		n/a		n/a
Independent Schools - incremental prices above 30 children. Fixed price for up to 15 additional students	£ 43.00			n/a	n/a		n/a	n/a		n/a		n/a		n/a

Courses

GLL (costs 25/08/2015)	Kids Football session	Tennis			
	Hourly Rate	3-4 yrs	5-8 yrs	9+yrs	Adult
Authority	£10.00			£8.10	
Barnet	£5.70	£5.50	£6.25	£7.50	£7.50
Bromley	£5.25				
Camden	£14.70	£3.75	£3.75	£5.00	£5.00
Greenwich	£2.70				
Hackney	n/a				£6.25
Hillingdon	£5.00	£4.70	£7.50-£9.00	£7.50-£9.00	£12.25-£14.30
Islington	£5.25				
Lambeth	£4.85	£5.50	£6.25	£6.25	
Merton	£4.00				
QE Olympic Park	£4.05				
Tower Hamlets	£3.45				
Waltham Forest					

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Committee(s)	Dated:
Highgate Wood Joint Consultative Committee	18 November 2015
Hampstead Heath, Highgate Wood and Queen's Park Committee	23 November 2015
Subject:	Public
Highgate Wood – Superintendent's update for November 2015	
Report of:	For Information
Superintendent of Hampstead Heath	

Summary

This report provides an update to members of the Highgate Wood Joint Consultative Committee on management and operational activities in Highgate Wood over the past six months. The report describes progress on cost saving and income generation, sustainability, conservation and woodland management, infrastructure and facilities. This report also provides an update on The Roman Kiln Project and new signage and interpretation which is part of the work around the 'New identity' Project.

Recommendation(s)

- That members note the report.
- That members of the Highgate Wood Joint Consultative Committee provide feedback on the proposed closing time changes, outlined as Options A & B in the report.
- That the views of the Highgate Wood Joint Consultative Committee be conveyed to the Hampstead Heath Highgate Wood and Queen's Park Committee at their meeting in November 2015.
- That members of the Hampstead Heath Highgate Wood and Queen's Park Committee provide feedback on the proposed closing time changes, outlined as Options A & B in the report.

Main Report

Background

1. It has been another busy six month period since April for the Highgate Wood Team. Licenced activities on the site are steadily increasing reflecting the popularity of Forest schools and the general principle of getting children out of the classroom and engaging with the natural world.
2. The sports activities had a relatively good year apart from some disruption due to bad weather later in the summer.
3. Sadly, after a great deal of effort both from the Team and the local community, the Roman Kiln Heritage Lottery application was not successful which, understandably, came as a great disappointment.

4. Heath Hands volunteers have had a good start to their woodland management activities, and the Hampstead Heath Tree Team have provided additional help with various tree works.

Budget update

5. With the requirement to reduce spend and increase income there has been a significant amount of time and effort focused on identifying where these savings can be made and during the last few weeks the new Learning Programme has been released which will radically change the way the Open Spaces Department delivers this service. Although Highgate Wood is not directly involved in the new changes there will still be a requirement to make changes to working patterns and increase income from Licenced Events and Sports Activities.
6. Budget spend this year has been very carefully monitored, with a major reduction in overtime payments, and the greater use of casuals to infill on shifts where staff are off sick or on annual leave. This strategy has been successful and the spend profile has been successfully reduced.
7. Highgate Wood along with the other sites within the Department is subject to a sports provision review carried out by an external Finance and Business Analyst. The work is in process and the objective is to identify the true cost of sports provision and identify where there could be potential opportunities to make significant changes, reduce spend or increase income.
8. Licenced Events continued through the autumn and winter months providing useful additional income. Further details on income are provided below.

Proposed changes to closing times during the summer months.

9. It is proposed to close Highgate Wood earlier during the eight week period starting in late May through to the end of July. This change will have a number of benefits for both the service and the staff. Closing the site at 9.45pm during the height of the summer is often not an easy task, and it is often virtually dark by the time all the gates are secured. Earlier closing would allow staff to lock up when it is still light, reduce Health & Safety issues, and improve the work life balance of staff. There would also be a small saving to the Department in anti-social hours payments.
10. The Manager of Highgate Wood is currently looking at two options. Option A, introducing a closing time of 9.15pm, which would see the Wood closed 30 minutes earlier than the current existing arrangements; Option B, introducing a closing time 9.30pm which would see the Wood closed 15 minutes earlier than the current arrangements. There may be some benefit in adopting a gradual approach to the process to allow the public to adjust to the changed times. It is proposed to introduce a time change in May 2016.

Roman Kiln Project

11. An external consultant submitted the finalised 'Our Heritage' Heritage Lottery Fund application with supporting documents on the 5 August 2015. The application was accompanied by five letters of support, with both The Museum of London, and the Bruce Castle Museum writing letters of support.

In the later stages of completing the application process the consultant discovered documents that confirmed that the Kiln had actually been donated to the Bruce Castle Museum and was not, as previously thought, owned by the City of London.

12. On 15 September 2015 a letter was received from the Heritage Lottery Fund (HLF) Grants Office confirming that the application had not been successful. The explanation for this was given as:
'Although your bid was of good quality, there were a number of other applications which achieved our outcomes more strongly or represented better value for money. We were unable to support your bid on that basis.'
13. Understandably this response has been very disappointing but the outcome demonstrates how the grant application process is becoming increasingly competitive and there are no means to foresee exactly what other bids are being considered at the same time. There is recognition that the application would merit resubmittal but consideration needs to be given to exactly how this should be done if the process is to be repeated.
14. In a discussion with the consultant following the news from HLF, it was suggested that the application could be re submitted by Bruce Castle Museum as they are the owners of the artefact. This option could be considered as a partnership arrangement with the London Borough of Haringey.
15. The news from HLF was all the more disappointing considering the great effort that had been invested by several members of the Working Group, who had spent a great deal of time raising local awareness about the Project and also provided a stall at the 2014 Heritage Day Event focusing on the Project.
16. Plans are already underway to re constitute the Working Group and decide how best to progress the Project. The intention is to hold a meeting either in December 2015 or early in the New Year of 2016.

Sustainability

17. In the April report to the Committee the Department's Sustainability Improvement Plan was mentioned which had two overall objectives; the continued focus on reducing energy use, and seeking new opportunities for energy generation.
18. This Improvement Plan has now been converted into The Energy Efficiency Programme, one of the Department's ten core work Programmes created to realise the required savings identified in the City of London's Strategic Based Review (SBR). The Programme is progressing well and a Board comprised of the new Corporate Energy Manager, and the Responsible Procurement Officer in addition to representatives from other Open Spaces has already assembled a priority list of buildings and facilities which are energy inefficient.
19. The work of the Energy Efficiency Board is running parallel with the Corporate Energy Efficiency Programme which is being led by the Assistant Town Clerk and also the Director of Open Spaces. Much of the focus at the moment is around ensuring compliance with the new European Union Energy Efficiency Legislation encapsulated in the Energy Saving Opportunity Scheme (ESOS) which requires large Companies and Organisations to have a better understanding of their energy use.

20. This work will have a direct impact on Highgate Wood all and Divisions Open Spaces. The Open Spaces is unusual as it independently carries out internal sustainability audit and establishes Action Plans to improve performance.

Woodland Conservation and Tree Management

21. Over the course of 2015 the Highgate Wood Team have facilitated 18 two hour sessions with Heath Hands volunteers. The groups taking part range in size from 5 to 12, and contributed a total of 238 volunteer hours towards conservation management in the Wood.
22. Projects have included creating natural post and woven hedges on the field edge, through the middle of a protected bluebell area, and within a site created for 'Wild Learning', using wood from tree work, and from trunks and brush from thinning and coppicing within the two conservation areas.
23. Volunteers have also helped out with meadow management, cutting ivy off trees, pruning in the café garden, and bramble and holly control within the bluebell area, the earthwork, and around hedges and young trees within two conservation areas. Work continues with Heath Hands volunteers been well attended, with a member of the Highgate Wood Team supervising each session.



Figure 1: Volunteers enjoying a cup of tea

24. At the start of the year, we completed our survey of trees in high use areas, and all inspections have been kept up to date. Several trees with potential hazards, such as signs of splitting, have been reduced, including two old willows on the field edge. One oak in the playground that died back rapidly over the summer was reduced, with help from the Hampstead Heath Tree Team. One hornbeam that died rapidly was reduced. Dead wood was removed, and some storm damage was cleared.
25. During the dry warm weather in May through to June, we noticed an unprecedented level of squirrel damage to scores of hornbeam and beech

trees. The explanation for the level of bark stripping is still not clearly understood, but it could have been connected with a very poor 'mast' year the previous autumn. This would have caused a significant deficit in food for the squirrels over the autumn and early spring. The same levels of damage have been recorded on other sites. A number of the younger trees are so badly stripped that they will probably have to be felled.



Figure 2: extreme bark damage on young hornbeam

26. During the second half of July we experienced a series of significant limb failures which can be attributed to what is known as 'Sudden Limb Drop'. The failures are thought to be caused by sudden changes in moisture levels in the internal structure of lateral limbs of older trees, notably oak but also other species. Following the failures the Team carried out a survey across the most highly used parts of the wood to identify other limbs that might be at risk. The same operation was carried out on Hampstead Heath and this will be included in the inspection process in future years.
27. The Hampstead Heath Tree Team carried out a number of visits during the summer and autumn to assist with various tree works, including the dismantling of a mature oak in the play area which died suddenly in the summer. The tree was directly over one of the play units and the tree could not be left in its condition due to concerns about falling debris.
28. A member of the Highgate Wood Team checked the bat boxes in Highgate Wood and in Queen's Wood, and led two bat walks in Coldfall Wood, and three on Parkland Walk; one for the Friend's group and two for Islington Council. They also surveyed trees for bats on Hampstead Heath prior to the Ponds Project works, and installed and checked 12 bat boxes as part of the Pond's Project Bat Mitigation Strategy, helped by one of the Hampstead Heath Ecologist's and the Tree Team.



Figure 3: dismantling dead oak in play area

Oak decline and oak regeneration

29. Young trees were partially cut and laid to protect a section of the earthwork. The veteran oak canopy survey was carried out in June, and a new survey for protecting and monitoring 100 young oaks, so far, has been set up. As mentioned in the previous report from April all these young seedlings have now been plotted using GIS technology.
30. On the 4 October 2015 Queen's Wood and Highgate Wood launched their first joint walk looking at the two sites and comparing their differences and similarities. One of the areas the walk focused on was how the two sites have been managed over the last thirty or so years, and how successful the respective natural regeneration has been, through re coppicing. Highgate Wood started a programme of cyclical coppicing on a small scale in 1977 and has continued that to date, creating a total of eight small conservation areas.
31. In contrast Queen's Wood started their coppicing later, again on a small scale then changed to creating much more extensive areas and coppicing all the hornbeam and other tree species other than oak. The three areas coppiced over the last eight years have regenerated well and species diversity has increased significantly. Highgate Wood's more cautious approach has also been successful in allowing ground cover and the more gregarious hornbeam to naturally regenerate but it may be worth considering adopting a more vigorous approach when the next conservation area is created in 2017.



Figure 4: Queen's Wood and Highgate Wood Walk

32. Oak regeneration on both sites is poor but Queen's Wood has a higher number of younger oaks than Highgate Wood overall. Oak regeneration in woodland is a long term study area, with young trees often taking many years to establish and grow to early mature stage, unlike their counterparts growing on woodland edges or pasture, which grow at double the rate. We hope that there will be a resource to continue to monitor the successional process on both sites and to manage and conserve the oak population for successive generations.

Tree disease and biosecurity issues

33. Oak Processionary Moth (OPM) arrived as predicted on Hampstead Heath in mid-June this year, having been identified in Queen's Park only a week beforehand. This discovery triggered a flurry of activity to try and find all the existing nests and remove them before the caterpillars pupated. The Forestry Commission were very supportive providing a Team of surveyors, at no cost, who carried out a thorough search of large parts of the Heath. By the middle of July a total of 17 nests had been found, two of which were located in the Kenwood Estate.
34. Once the caterpillar presence is confirmed on a site the Forestry Commission issue a Statutory Plant Health Notice which includes a specific timelines for the removal of all nests found and the subsequent spraying of trees the following spring. Both Queen's Park and Hampstead Heath were issued with respective Plant Health Notices and both sites were then visited by a specialist contractor to remove the nests and destroy them. This work was successfully completed by the middle of July. The remaining operation will be the spraying operation which has to be carried out in the spring of 2016. It is hoped that this will at least help to contain the spread of the caterpillars, but evidence suggests that it may not necessarily accomplish this. Unfortunately

we will not know until the next summer. In the meantime we will continue to survey for other nests that may have gone unnoticed while the trees have been in leaf.

35. Two maps are shown below which clearly indicate how extensively the pest has spread this season. Figure 5 is from 2014, and Figure 6 is from 2015. Hampstead Heath is circled in black (Figure 6). Highgate Wood is around 1 o'clock on the line of the black circle.

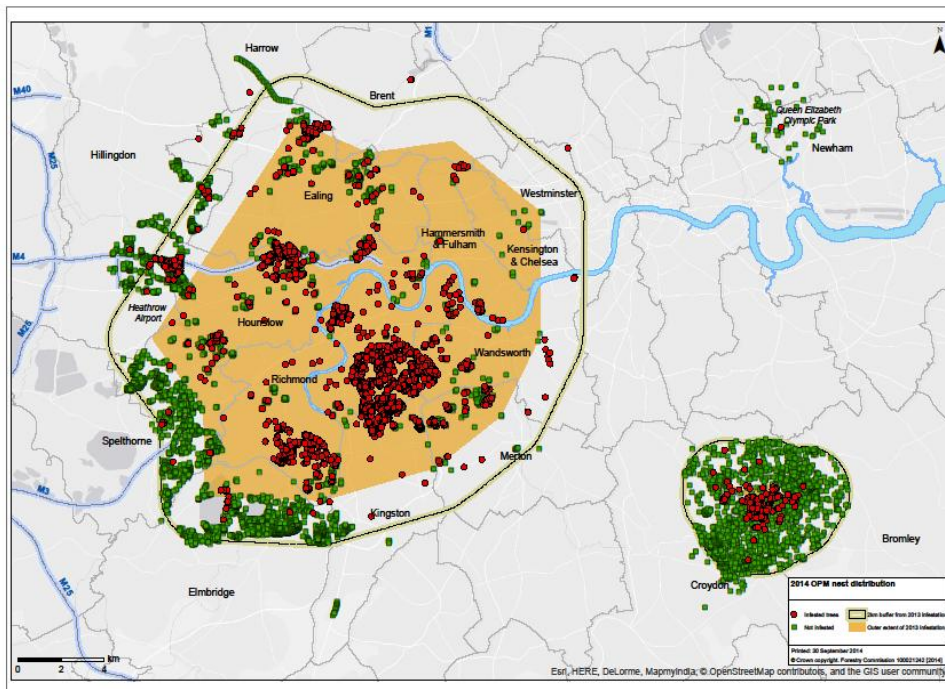


Figure 5: 2014 OPM distribution map. Red dots are confirmed OPM sites and green were clear of OPM.

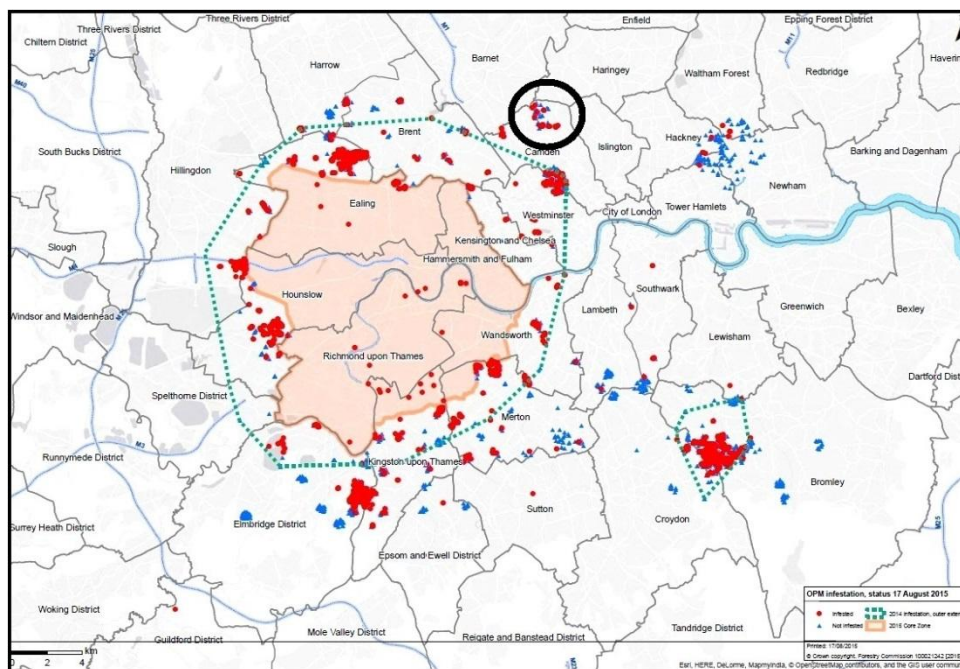


Figure 6: 2015 OPM distribution map. Red dots are confirmed OPM sites and green were clear of OPM.

Sports and Recreation

36. The cricket season started on 25 April and ended on 6 September with 39 matches being played and with only one game being cancelled by staff due to inclement weather. The staff have worked hard this season to keep the pitch to a very good standard, and we have had excellent feedback from the Teams. This is mostly due to having access to Hampstead Heath's ride on roller. This has produced a much firmer playing surface with a more even bounce and a better batting surface. The end of season renovation works took place in the first week in October after the rain had ceased. This is completed by a contractor with larger machinery who can complete the whole square in a day and a half. It would normally take us at least a week with our smaller pedestrian machinery. All four Teams paid £877.50 for ten matches
37. The football season kicked off the week after the cricket season finished on 12 September. This means the field never has a vacant slot throughout the year. The first four games were played on the upper pitch (closest to the Café) to try to give the cricket outfield some breathing space. The season is now well underway and so far we have had only one cancellation due to an away Team not turning up. Each Team paid £935 for ten matches
38. Football coaching takes place every school holidays except the February half-term week. This is due to the weather being normally very bad which gives the areas we allocate for the coach a chance to survive from the onslaught of 20 children compacting the same area for a week. The coach generally has between 10 – 20 children, and coaches various skills / techniques with fun games and a league. We charge a licence fee of £100 per week.
39. We had six official summer sports days on the three tracks we provide, and schools are not charge for sports days.
40. The trim trail items are inspected on a weekly basis and proving to be very popular with the members of public exercising.

Pavilion Café update

41. The Pavilion Café installed their new external kiosk in July and this has had a successful first season with customers able to purchase teas, coffees and ice creams without having to enter the main café area.
42. The period of 'soft market testing' was extended due to a delay in commencing the Project, and ran into the early summer. The tendering exercise is currently open, and it is assumed that the present lease holder will express an interest in continuing to manage the facility.

Community and Events

43. This year has been a busy year with the Wood being used daily for various Forest School activities. We have a partnership with two state schools, one local primary school who currently use the Wood for four days a week during school term time, and one specialist state secondary school providing education for children with specialist learning needs who use the Wood for two days a week during school term time.

44. Highgate Wood now hosts five licenced activities throughout the year, which has so far in 2015 earned £6,155.78. With Filming fees and donations income for 2015 so far coming to £900, the total income for Highgate Wood currently stands at £7,055.78 (excluding sports charges). In the previous report to this Committee there was mention that further licenced activity would have to be carefully considered against impact on the woodland environment. This may limit licenced activities to the current levels, but with a potential to increase the charges to increase income.
45. Income generation is an area that Highgate Wood clearly needs to develop but at the same time the Team are acutely aware of the impact that some of these activities are having on the woodland, particularly those events that tend to operate in the same area. For this reason the number of events may need to be capped at a level which is considered to be sustainable, and where any negative impact can be offset by moving groups to new areas to allow any ground damage to recover.
46. This year's Community Day Event (previously called the 'Highgate Wood Heritage Day') was once again well attended and enjoyed by both participants and public alike. The weather on the day was sunshine with temperatures in the low twenties. The dog show was even more popular than last year and the children enjoyed the 'back by demand' outdoor adventure play nets provide by Monkey Do.



Figure 7: Community Day Event with Dog Show in progress.

47. There appears to be broad support for changing the name of the event, but several participants suggested that the day should be more widely advertised and should be more commercially focused. In recent years attendance has been very uniform with a pleasant atmosphere and a mixture of regular users and visitors coming from further afield. The consensus from the Team is to maintain the event at its current level and retain the rural community atmosphere, and avoid the issues of trying to manage something on a larger scale with all the accompanying issues of vehicles and higher numbers of visitors.

Infrastructure and buildings

48. Work is still in progress to install remote controlled electronic gates at the vehicle access point at Onslow Gate (Figure 8). This will make a huge difference to controlling vehicle access, especially vehicles pertaining to the café. Staff are working closely with colleagues in City Surveyors Department to identify the most cost effective solution to the Project, and make use of the adjacent electrical supply cabinet on Muswell Hill Road to provide a power source. It is hoped to have the gates fully operational in late January 2016.



Figure 8: Onslow Gate will be have new electric gates

49. Other important works include programmed external re-decoration of most of the lodges, the office and the machine shed, which were scheduled to be completed in late summer and early autumn, but had to be postponed to early 2016 due to resource issues.
50. The southern section of the main pathway that runs parallel to Muswell Hill Road was resurfaced in June 2015 due to poor condition. The work was arranged by City Surveyors Department as part of cyclical pathway maintenance. The pathway was refurbished with a self-binding aggregate which after several months of ‘bedding in’ has consolidated and should prove to be a durable pathway surface. Self-binding material is often problematic when first installed, especially during dry warm weather, but the wetter weather that arrived in July helped consolidate the material.

Corporate & Strategic Implications

51. The proposal contributes to producing a Clean, Pleasant and Attractive City (Objective CPAC4) and to Conserve and Protect Biodiversity (Goal 15) in the Community Strategy. It will help fulfil the Department’s Strategic Goals and Objectives 2 (To adopt sustainable and sensitive working practices, promote biodiversity and protect the Open Spaces for the enjoyment of future

generations) and 5 (To ensure that the profile of the Open Spaces is further recognised through working in partnership with others to promote our sites and through influencing policies at a local, regional and national level).

Implications

52. There are no financial implications arising from this report. The operational requirements highlighted in the Report will be met from the Superintendent's Local Risk Budget.

Conclusion

53. The Highgate Wood Team have worked collectively to adapt to the new changes required of them, and have shown their characteristic professionalism and innovation in overcoming resource issues. The use of casual staff has been very effective and the Team have been able to take much needed breaks over the summer period. There are still some major challenges ahead in how the impact of public access has to be balanced with impact on the woodland environment, but this is not an insurmountable issue if the public can be made to understand the issue and support the Team in future proofing Highgate Wood. It is also critical that Highgate Wood works in close partnership with other woodland sites such as Queen's Wood.

Jonathan Meares

Highgate Wood, Conservation, Trees and Sustainability Manager

E: Jonathan.meares@cityoflondon.gov.uk

Committee(s)	Dated:
Queen's Park Joint Consultative Group Hampstead Heath, Highgate Wood and Queen's Park Management Committee	18 November 2015 23 November 2015
Subject: Queen's Park – Superintendents Update, November 2015	Public
Report of: Superintendent of Hampstead Heath	For Information

Summary

This report provides an update on the operational work, accomplishments and successes of the Queen's Park Team and the Park in delivering an award winning Open Space since the last update report in June 2015.

The report provides information and updates on activities in the Park for the following areas: ecology and environment, sport and recreation, conservation and heritage, children's play area, landscape management, operational management, and visitors and community.

Recommendation(s)

Members are asked to:

- Note the content of this report.
- Recognise the success and achievements of the Queen's Park Team and their contribution towards maintaining the Park to a high standard.
- That the views of the Queen's Park Joint Consultative Group be conveyed to the Hampstead Heath, Highgate Wood and Queen's Park Committee at their November 2015 meeting.

Main Report

Background

1. Queen's Park is a popular Open Spaces situated within the London Borough of Brent. The Park currently receives in excess of 1 million visits per annum. There are a number of facilities within the boundaries of the Park including; a Children's Play Area, Children's Farm, Tennis Courts and a Pitch & Putt course.
2. The North London Open Spaces Division (NLOS) and the Open Spaces Department continues to face challenges as it progresses with the Service Based Review, and its change programme through it various Projects and Programmes.
3. Operationally, the Park Manger is considering how to continue to provide a high quality green space by doing things differently. The Queen's Park Team are encouraged to engage with their colleagues across NLOS and seek out

expertise, knowledge and experience to assist with the completion of projects in the Park.

Current Position

4. There are currently a number of Open Spaces Department projects and programmes which include input from Queen's Park and may have an outcome on the operational management of the Park.
5. Queen's Park café is currently out for tender as are; Highgate Wood Café, Golders Hill Park Café, Parliament Hill Café and Parliament Hill Lido Café. The timescale for completion of this tender process will be 28 February 2016, with a tenant taking on a three year lease at the café from 1 March 2016 until 28 February 2019.
6. The learning programme has an identified Service Based Review project involving Golders Hill Park Zoo and Queen's Park Children's Farm. The primary aim is to deliver high standards of welfare to the animals, align the collections to the learning framework and to ensure the facilities available relate to the conservation of Hampstead Heath and Queen's Park. There are currently three full time equivalent posts at the Zoo and Farm. Employees are currently in consultation with regard to the proposed changes which includes the reduction of animals at Queen's Park Children's Farm and refocusing the collection towards a 'small holding' and the Department Learning Framework.

Ecology and Environment

7. The Park Manager is seeking a solution to the issue of collecting green waste and recycling from Queen's Park. The Park Manager has contacted Veolia and is seeking satisfactory solution as to how this could be facilitated in the future. The Park Supervisor has been tasked to seek alternative methods of disposing of green waste and recycled materials. Consideration will be given to a cost effective and environmentally sustainable solution.
8. The Park Manager has contacted Veolia to co-ordinate the collection and recycling of Christmas trees left by LBB residents, to ensure that they are disposed of at no cost to the City of London. The Park can receive 100s of trees during the weeks following Christmas and New Year.
9. Earlier this year hedge laying (Figures 1-3) was carried out in the woodland walk with the assistance one the Hampstead Heath Ecologists. Further hedge laying will be carried out early 2016. This task proved to be a huge success with the new thicker growth creating a corridor and habitat for the local wildlife.
10. The City of London's preferred waste collection contractor continues to collect general waste from the Park. Due to the delay in resolving the collection of green waste by other means the waste contractor have provided open top skips to assist the Park in the removal of green waste. The Park Supervisor is considering options for the removal of green waste, this includes consulting with colleagues from within the Division and Department to seek a suitable solution.

Figures 1-3: Hedge laying in progress



Sports and Recreation

11. Queen's Park continues to provide good quality sports and recreational facilities in the Park. The tennis courts and Pitch & Putt are popular with our visitors and continue to provide an income to the Park.
12. A Project to introduce online tennis bookings has recently involved consultation with tennis players at our Open Spaces; this has included face to face interviews, online surveys, stakeholder interviews and focus groups. The City of London's Open Spaces Divisions with tennis courts rely on their staff to book and administer the booking of tennis courts. This process requires staff to be in attendance when users want to book, pay or play for a tennis court or be at the end of a phone for set periods of time. In excess of 5,400 hours of staff time are spent in the facilitation of tennis booking and the collection of fees.
13. The objective is to develop and introduce an online booking system that can be accessed by the user on a variety of devices (smart phone, PC or tablet). The saving associated with staff time and an increase in income would contribute to the Service Based Review savings.
14. There are further opportunities identified in the Project which includes access to funding for the refurbishment of tennis courts via the Lawn Tennis Association.
15. Summer tennis courses for adults and children continued to run in 2015. 57 people participated in these courses, compared to the 36 that participated in 2014. The courses were marketed on the City of London's website, and via poster, flyers and banners in the Park.
16. The knowledge and skills of colleagues from Hampstead Heath were utilised in the Park to carry out maintenance work on the Pitch & Putt course in-house over a period of two days.

Conservation and Heritage

17. The Park retained the Green Flag Award for the 19th consecutive year and also retained the Green Heritage Award. Queen's Park is one of few Open Spaces that have retained the Green Flag Award since its inception.



Figure 4: Queen's Park Staff with their 2015 Green Flag Award

18. This year Queen's Park entered the London in Bloom Awards for the first time. The Park was visited by two external judges in July, and achieved a Silver Gilt award. The Queen's Park Team are working towards achieving a gold award in 2016.

Children's Play Area

19. The Park Supervisor is working with a colleague from Hampstead Heath to source a suitable replacement safety surface for the sandpit area of the children's play area. Due to its deterioration the existing pathway around the sandpit is in need of replacement.

20. Volunteers from the Queen's Park Area Residents' Association have applied for funding to install some swings in the children's sand pit area and play area.

21. Reparation work will be carried out on the amenity turf by the paddling pool and path way repairs will be carried out to the red tarmac over the winter.

Landscape Management

22. In June 2015 the Hampstead Heath Arboricultural Team discovered Oak Processionary Moth (OPM) in two oak trees within the Park. The trees were cordoned off from the general public and specialist pest controllers sprayed the affected trees. There have been no further sightings in the Park. A report has been submitted to the group updating them on OPM in the Division.

23. Massaria is a disease that affects the London Plane tree. The Hampstead Heath Arboricultural Team are continuing to monitor this disease in the Park and have removed infected branches and limbs from trees.

24. The Parks Groundsman was assisted with turf maintenance in the Park in the autumn by colleagues from Hampstead Heath. Who assisted with the slitting and seeding of the amenity turf in the Park over a number of days. Previously this would have been contracted out.

Operational Management

25. The Bandstand continues to be used for small gatherings and parties. The fee was held at £55.00 per session in 2015. The bookings generated revenue of £1,870.00.
26. Since its installation in March 2015, the donation post in the Children's Farm has generated £1,475.00. These donations help support the farm and go towards the purchasing of feed and bedding.
27. In April 2015 21 new bins were installed in the Park. Feedback suggests that the bins have been well received. The number of bins in the Park has been reduced by over half as the newly installed bins have a larger capacity.
28. A further four bins will be purchased and placed in areas of the Park where there is additional demand, e.g. café, play area.
29. The old cast iron bin were recycled, generating £830.40 for the Park.
30. The interior of the Aviary was refurbished by members of the Queen's Park Team. Works carried out included installing a newly painted backdrop and new bird shelters. Three quails have been introduced to the Aviary.
31. Additional Works Programme Projects over the winter include path repairs and repairs and refurbishment of the Lych Gate, this includes improving the drainage, painting and decorating of the render and timbers and replacing brick work due to movement in structure. A section of the exterior Park fencing will be painted. The exterior of the café will be painted and decorated.
32. The brick retaining wall at the Harvist Road entrance has been replaced by a wooden retaining wall.
33. The Park Supervisor will supervise a Project to return the Petanque rink (boulle) located at the north end of the Park back to grass. The Supervisor will involve colleagues from other teams within the Division to assist with the completion of this Project.
34. A licence for Weddings and Civil Partnership Ceremonies will be applied for in the New Year. The licence is for a three year period and submission in January 2016, will allow for sufficient time to market the bandstand for Weddings and Civil Ceremonies during the summer of 2016.

Visitors and Community

35. In September 2015 the Park hosted an art installation called 'Plants out of Place'. The event coincided with the London Design Week and Queen's Park Design District. A temporary structure was constructed on the main field and was host to a number of events over four days. The Project, developed by Studio Aikieu and Coloni, sought to engage with the wider communities to re-consider the value of wild plants and how we may utilise them to design for a better future. There was

good feedback from the community who asked for similar events to be considered in the Park in the future.



Figure 5: Plants Out of Place Event Structure (photo credit: Claridges Architects)

36. In August and September, 'Where is the Nomad' returned to Queen's Park. 1,830 people came along to see four films after dark in the Park. An income is generated as a percentage of the ticket sales for these events.
37. The return of a brass band on the Bandstand promoted a phone call from a local resident complimenting the Park Manager on his musical selection. The entertainment programme started in June and was well received by the Park users.
38. In August the Park facilitated 10 various entertainment shows for children. These shows continue to be popular and are provided free of charge.
39. The Queen's Park Area Residents' Association organised another successful Queen's Park Day on Sunday 13 September. The Park Manager and the Park staff worked alongside the event organisers to ensure that this event continues to be a successful community event. There were 13,000 people in attendance this year.
40. The Park Supervisor has organised a number of bulb planting events with local schools in November. School children will help with this task after the half-term holiday break. This was a great success last year with a dazzling display of daffodils during the spring. Next spring's display should be even better with the addition of another 3,000 bulbs. Queen's Park staff will be involved in the task and will assist the children with the planting.
41. There are occasions when the Park is used for filming and photography shoots. The Park has been used as a location on four occasions this year generating £1,620.00. Six requests to film were not progressed any further following an initial enquiry.

Corporate & Strategic Implications

42. This report will help fulfil the City of London Corporation's Corporate Plan 2015-19; *to provide valued services, such as education, employment, culture and leisure, to London and the nation.* The report also meets the Department's Strategic Goals and Objectives; *Protect and conserve the ecology, biodiversity and heritage of our sites, Embed financial sustainability across our activities by delivering identified programmes and projects, Enrich the lives of Londoners by providing high quality and engaging educational and volunteering opportunities, Improve the health and wellbeing of community through access to green space and recreation.* The report also contributes to the Departmental values of *quality, inclusion, environment, promotion and people.*

Implications

43. There are no financial implications in this report, the operational requirements highlighted in this report have been funded from the Queen's Park Local Risk Budget.

Conclusion

44. Queen's Park is a very popular Open Space in a thriving area of Brent. Consideration should be given as to how the City of London can introduce new and exciting initiatives to encourage users to the Open Space and generate revenue during these challenging financial times. As Projects and Programmes continue to present an ambitious programme of change the Queen's Park Team will continue to deliver the Divisional and Departmental objectives efficiently and effectively, ensuring the services offered by Queen's Park and the Open Spaces Department remain sustainable.

Richard G Gentry

Constabulary and Queen's Park Manager

Open Spaces Department

T: 020 7332 3322

E: richard.gentry@cityoflondon.gov.uk

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Committee(s)	Dated:
Queen’s Park Joint Consultative Group – For Discussion	18 November 2015
Hampstead Heath, Highgate Wood and Queen’s Park Management Committee – For Decision	23 November 2015
Subject:	Public
Proposal to introduce Zippos Circus to Queen’s Park	
Report of:	For Decision
Superintendent of Hampstead Heath	

Summary

This report outlines a proposal to introduce Zippos Circus to Queen’s Park. Circus shows would give the City of London an opportunity to promote the Open Space for the recreation and enjoyment of its users and to generate revenue. Zippos Circus has been operating in the United Kingdom for over 25 years. The Park Manger is seeking the view of members regarding the feasibility and suitability of Zippos Circus holding circus shows in Queen’s Park over a number of consecutive days in May 2016.

Recommendation(s)

- That members of the Queen’s Park Joint Consultative Group provide feedback on the proposal to enter into a licence agreement with Zippos circus to hold circus events at Queen’s Park, as outlined as Option 1 & 2 in this report.
- That the views of the Queen’s Park Joint Consultative Group be conveyed to the Hampstead Heath Highgate Wood and Queen’s Park Committee at their meeting in November 2015.
- That members of the Hampstead Heath Highgate Wood and Queen’s Park Committee endorse Option 1, as outlined in the report, at their meeting in November 2015.

Main Report

Background

1. Queen’s Park is a popular Open Spaces situated within the London Borough of Brent. The Park currently receives in excess of 1 million visits per annum. It has a number of facilities within the boundaries of the Park including; Children’s Play Area, Children’s Farm, Tennis Courts and a Pitch & Putt course.
2. The City of London and the Open Spaces Departments continue to face challenges financially, and the Queen’s Park Manager is looking at new ways of generating revenue for the Park.
3. Zippos Circus is one of the UK’s largest touring circuses and has been touring the country for over 25 years.

4. Hampstead Heath's Leisure and Events Manager has previously negotiated an Annual Licence with Zippos Circus. This event takes place annually at the end of September or in early October at East Heath, which is on the western side of Hampstead Heath, within walking distance of Hampstead village and the Hampstead Heath Overground Station. The licence arrangement in place, at Hampstead Heath, with Zippos generates revenue for the City of London and supports the maintenance and upkeep of Hampstead Heath.
5. It is proposed to introduce Zippos Circus to Queen's Park. The proposed area for the circus would be on the main field in the Park (Figure 1).

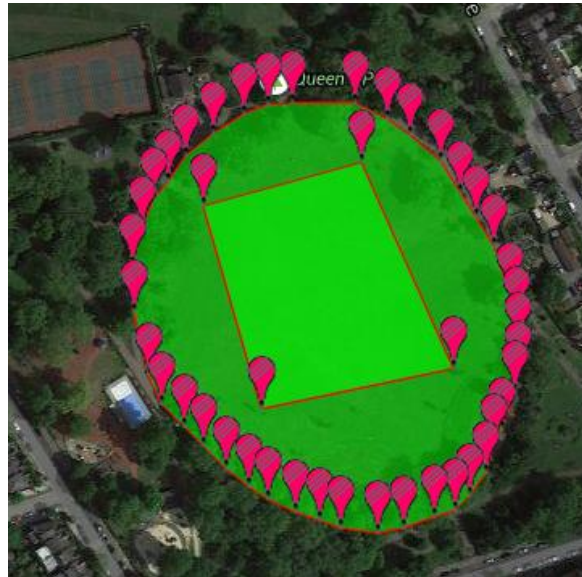


Figure 1: Proposed Area for Zippos Circus

Current Position

6. Queen's Park already hosts a number of successful events in partnership with other organisations and groups. These events include; 'Where is the Nomad' Outdoor Cinema Screenings, Queen's Park Day, Queen's Park Book Festival and Queen's Park Open Gardens and Studios.
7. Attendance of these events varies, the outdoor cinema events can attract up to 6,000 attendees over four screenings and Queen's Park Day can attract 15,000 visitors in one day.
8. People value their local green spaces; almost nine out of 10 people use their local parks and green spaces. Of the people who use these spaces, 48% do so at least once a week. 81% of respondents had used their local park or Open Space in the last six months. This compares with 32% who had used concert halls, and 26 % who had visited galleries. In 2007, 91% of people thought it was very/fairly important to have green spaces near to where they live, and by 2009 this had risen to 95%. In the largest survey of its kind conducted with those living in deprived communities, residents saw the provision of green space as essential to their quality of life alongside housing, health, education and policing. (CABE Space, 2010).

9. The Local Residents Association (QPARA) are responsible for the running of the Queen's Park Day, Book Festival and Open Gardens / Studios events. As these are run as community events there is little revenue generated directly from these events to support the cost of running the Park. A peppercorn fee is charged for use of the Open Space. However, QPARA continue to be generous with donations towards specific projects in the Park.
10. In September 2015 the Park Manager and a member of QPARA visited Zippos Circus at Twickenham Green, a green space managed by the London Borough of Richmond upon Thames, which also has a Friends of Group.
11. The QPARA representative spoke with the Friends of Group's Environment Officer regarding various issue, including the impact on the environment. It was advised that a bond be put in place to guard against any ground damage. A bond would be agreed in any licence arrangement.
12. The QPARA representative also spoke informally with local families in the Queen's Park area, on their opinion of Zippos Circus coming to Queen's Park. Responses were largely supportive, and some comments were made about the affordability of tickets.
13. Following our visit to the set up of the circus at Twickenham Green the QPARA representative attended a show with their family, and following the visit said, "I found Zippo's to be a professional outfit who have given a lot of thought to all possible outcomes and offer solutions to mediate."
14. In proximity to Queen's Park, Zippos hold circus shows at Hampstead Heath, Hyde Park and Brent Cross at different times of the year.

Options

15. There are two suggested options, these are:
 1. To permit a licence for one year with a review after the event and consideration for further circus events to be permitted in Queen's Park on an annual basis;
 2. To consider a licence agreement over a longer period, e.g. three years. This agreement could include a break clause for either party.
16. Both options would provide revenue for the Park.
17. It is possible with the offer of a longer licence (Option 2) that a higher revenue figure could be negotiated.

Proposals

18. It is suggested that the Committee considers Option 1 and the City of London, Queen's Park enters in to a one year licence arrangement with Zippos Circus.

19. It is proposed to permit Zippos Circus to operate an events programme in Queen's Park in May 2016, permitting access to the site for a number of shows over a five day period (Friday – Tuesday).
20. This is an opportunity for revenue generation and promoting the Open Space. The objective behind the proposal is to enable the City of London and Queen's Park to increase the number of events it holds throughout the year, which can provide an income to support the wider events programme as well as ongoing maintenance and upkeep of the Park and its facilities.
21. The big top would be erected on the main field of Queen's Park; this area of amenity turf is 6.63 acres. The foot print of the Zippos Circus, including accommodation, vehicles and animal rest areas is 1.85 acres (dimensions taken from the Twickenham Green Circus set-up).
22. An observation following the visit to Twickenham Green in September 2015 was how organised the set-up of the area was. Screening could be used in Queen's Park to reduce the visual impact of any vehicles or accommodation/caravans. The circus uses its own power source from silent generators.
23. Zippos Circus use horses and budgerigars in their shows. When visiting Twickenham Green it was clearly visible that the horses used in the circus were well cared for and housed in suitable accommodation.
24. The introduction of Zippos Circus could encourage people who are not familiar to Queen's Park to attend a circus event in the Park, and possibly use other facilities in the Park.
25. When the Park Manager visited the set-up at Twickenham Green the Managing Director of the circus said that they engaged with the local community, visiting local schools, facilitating school trips to the circus and offering a ticket pricing model which was inclusive making the shows affordable.
26. The event would be marketed through a number of streams including the City of London website, social media and local publicity, e.g. banners.
27. Public transport would be promoted as the preferred mode of transport to get to and leave from the events with excellent bus and rail links close to Queen's Park.

Corporate & Strategic Implications

28. Should the Committee grant permission to proceed with a licence arrangement the Comptroller and City Solicitors Department will be consulted with to assist in the preparation of this document.
29. Introducing Zippos Circus in Queen's Park meets with the City of London Corporate Strategic Aims 2015 – 19; *To provide valued services, such as education, employment, culture and leisure, to London and the nation.* It meets with Key Policy Priorities 2015 – 19; KPP5 *Increasing the outreach and impact of*

the City's cultural, heritage and leisure contribution to the life of London and the nation.

30. A Zippos Circus event in Queen's Park meets with the Departmental Objective of; *Improve the health and wellbeing of community through access to green space and recreation.*

Implications

31. Risk factors to consider for an event of this nature include;

- The over commercialisation of the Open Space
- Environmental damage to the park unless the event is managed carefully
- Animal welfare
- Reputational risks
- The impact on the local neighbourhood.

32. There would be costs associated with City of London resources for this event; any resourcing costs would be accounted for and recovered through a licence fee agreement.

33. A licence agreement would be entered in to between Zippos Circus and the City of London, there would be a fee associated with the issue of this licence.

Conclusion

34. Queen's Park is a very popular Open Space in a thriving area of Brent. Consideration should be given as to how the City of London can introduce new and exciting initiatives to encourage users to the Open Space and to generate revenue.

35. A circus, which remains popular with families, could be a welcome addition to Queen's Park and its community.

Background papers

- CABE Space, 2010.

Richard G Gentry

Constabulary and Queen's Park Manager

Open Spaces Department

T: 020 7332 3322

E: richard.gentry@cityoflondon.gov.uk

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