



## Epping Forest & Commons Committee

**Date:** MONDAY, 12 JANUARY 2015  
**Time:** 11.30 am  
**Venue:** COMMITTEE ROOM - 2ND FLOOR WEST WING, GUILDHALL

**Members:**

Alderman Gordon Haines (Chairman)	Ian Seaton
George Abrahams (Deputy Chairman)	Verderer Peter Adams
Deputy Stanley Ginsburg	Verderer Michael Chapman DL
Deputy John Barker	Verderer Richard Morris
Alderman Jeffrey Evans	Verderer Dr. Joanna Thomas
Deputy Catherine McGuinness	Sylvia Moys
Barbara Newman	Deputy Alex Deane (Ex-Officio Member)
Virginia Rounding	Alderman Ian Luder (Ex-Officio Member)

**Enquiries:** Natasha Dogra  
Natasha.Dogra@cityoflondon.gov.uk

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

**John Barradell**  
Town Clerk and Chief Executive

# AGENDA

## Agenda

### Part 1 - Public Agenda

1. **APOLOGIES**
  2. **MEMBERS' DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA**
  3. **MINUTES**  
To agree the minutes of the previous meeting.  

**For Decision**  
(Pages 1 - 12)
  4. **BURNHAM BEECHES CONSULTATION GROUP MINUTES OF 13TH NOVEMBER 2014**  
To note the Burnham Beeches Consultation Group Minutes of 13<sup>th</sup> November 2014.  

**For Information**  
(Pages 13 - 16)
- Epping Forest**
5. **SCHEDULE OF VISITS 2015**  
Report of the Town Clerk.  

**For Decision**  
(Pages 17 - 18)
  6. **PUBLIC RELATIONS UPDATE**  
Report of the Director of Public Relations.  

**For Information**  
(Pages 19 - 24)
  7. **SUPERINTENDENT'S UPDATE**  
The Superintendent of Epping Forest to be heard.
  8. **BALDWIN'S AND BIRCH HALL PARK PONDS - GATEWAY 3 - OPTIONS APPRAISAL**  
Report of the Director of the Built Environment.  

**For Decision**  
(Pages 25 - 40)
  9. **EPPING FOREST PERMISSION TO OPERATE CIVIL MARRIAGES AND PARTNERSHIPS AT THE QUEEN ELIZABETH'S HUNTING LODGE**  
Report of the Superintendent of Epping Forest.  

**For Decision**  
(Pages 41 - 46)

10. **ANNUAL UPDATE OF DOG INCIDENTS WITHIN EPPING FOREST AND THE BUFFER LANDS - 1 DECEMBER 2013 TO 30 NOVEMBER 2014**  
Report of the Superintendent of Epping Forest.
- For Information**  
(Pages 47 - 52)
11. **LICENCE AND PRODUCE CHARGES 2015**  
Report of the Superintendent of Epping Forest.
- For Decision**  
(Pages 53 - 74)
12. **EPPING FOREST WORK PROGRAMME OUT-TURN 2013-14**  
Report of the Superintendent of Epping Forest.
- For Information**  
(Pages 75 - 80)
13. **EPPING FOREST GRAZING MONITORING AUDIT**  
Report of the Superintendent of Epping Forest.
- For Decision**  
(Pages 81 - 100)
14. **AUTHORISATION OF AN EPPING FOREST OFFICER**  
Report of the Director of Open Spaces.
- For Decision**  
(Pages 101 - 104)

### **Burnham Beeches, Stoke Common & City Commons**

15. **SUPERINTENDENT'S UPDATE**  
The Superintendent of Burnham Beeches, Stoke Common and City Commons to be heard.
16. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
17. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**

### **Part 2 - Non-Public Agenda**

18. **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**
19. **NON-PUBLIC MINUTES**  
To agree the minutes of the previous meeting.
- For Decision**  
(Pages 105 - 110)

20. **CROSS ROADS, HIGH BEACH REFRESHMENT SITE - LETTING**  
Joint Report of the City Surveyor and the Director of Open Spaces.  

**For Decision**  
(Pages 111 - 120)
21. **CONSTRUCTED NATURAL PLAY PROPOSAL BY THE LONDON BOROUGH OF WALTHAM FOREST FOR LEYTON FLATS**  
Report of the Superintendent of Epping Forest.  

**For Decision**  
(Pages 121 - 144)
22. **BUTLERS RETREAT CAFE - LEASE RENEWAL**  
Report of the Superintendent of Epping Forest.  

**For Decision**  
(Pages 145 - 148)
23. **ARBITRATION LAND - RESTRICTIVE COVENANTS**  
Report of the Superintendent of Epping Forest.  

**For Decision**  
(Pages 149 - 160)
24. **NON PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
25. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**

## **EPPING FOREST & COMMONS COMMITTEE** **Monday, 3 November 2014**

Minutes of the meeting of the Epping Forest & Commons Committee held at  
Committee Room - 2nd Floor West Wing, Guildhall on Monday, 3 November 2014 at  
11.30 am

### **Present**

#### **Members:**

Alderman Gordon Haines (Chairman)  
George Abrahams (Deputy Chairman)  
Deputy Stanley Ginsburg  
Alderman Jeffrey Evans  
Deputy Catherine McGuinness  
Sylvia Moys  
Ian Seaton  
Verderer Peter Adams  
Verderer Michael Chapman DL  
Verderer Richard Morris  
Verderer Dr. Joanna Thomas

#### **Officers:**

Alistair MacLellan	Town Clerk's Department
Alison Elam	Group Accountant, Chamberlain's Department
Deborah Cluett	Assistant City Solicitor, Comptroller and City Solicitor's Department
Nigel Lefton	Director of Remembrancer's Affairs
Sam Cook	Remembrancer's Department
Sarah Clarke	Assistant Director (Property Advisory), City Surveyor's Department
Sue Ireland	Director of Open Spaces
Paul Thomson	Superintendent, Epping Forest
Andy Barnard	Superintendent, Burnham Beeches, Stoke Common & City Commons
Jo Hurst	Business Manager, Open Spaces Department
Maria Traynor	Open Spaces Department

#### **1. APOLOGIES**

Apologies were received from Deputy John Barker, Barbara Newman, Virginia Rounding, Deputy Alex Deane and Alderman Ian Luder.

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

Deputy Stanley Ginsburg and Ian Seaton declared an interest as Members of The City Bridge Trust Committee.

3. **MINUTES**

The public minutes of the meeting held on Monday 8 September 2014 were approved as a correct record subject to the following amendments: that the apologies for lateness of Deputy Catherine McGuinness be recorded; that it be noted that the Verderers are responsible for Epping Forest business only and therefore the approval of the Introduction of Dog Control Orders at Burnham Beeches was outside the remit of the Verderers; and that Members resolved to adopt the Historic Environment 'Policy'.

**Matters Arising**

**Oak Processionary Moth**

The Director informed the Committee that the moths trapped at Hampstead Heath; the City Cemetery and Crematorium and Epping Forest had been confirmed by the Forestry Commission as male Oak Processionary Moths, however, the numbers recorded are below the statistical threshold for concern.

4. **OPEN SPACES LEGISLATION**

The Committee considered a report on proposals to make amendments to the legislation governing the City's Open Spaces. The amendments would clarify the City Corporation's management powers, increase opportunities to receive revenue for the benefit of the Open Spaces and strengthen enforcement powers. The report recommended canvassing local opinion ahead of potentially promoting a City of London Bill in autumn 2015.

The Director of Open Spaces noted that the report was being submitted to each of the City Corporation's Open Spaces Committees. The suggested possible amendment of the legislation arose from the need to tackle long standing issues regarding management powers, finance and enforcement in the Open Spaces. The Director added that it was advisable to consult the local communities on potential measures before taking any decision to bring forward legislation. The report provided an introduction to the issues involved.

The Director of Remembrancer's Affairs added that it was customary to introduce Private Member's Bills in November each year. The proposals did not deal with electoral or constitutional matters but focused on matters of immediate practical concern. Subject to the views of the Committee, Officers would discuss with local interest groups and work up more detailed proposals which would be put to Members of the Committee in due course.

In response to a question from the Chairman, the Director of Open Spaces clarified that Officers were not proposing a formal or statutory consultation but rather informal consultation to get a sense of local opinion.

In response to a suggestion from a Member, the Director of Open Spaces agreed to circulate the minutes from local meetings to the Committee.

In response to concerns raised by a Member, the Director of Open Spaces confirmed that the fact that the City Commons Consultative Committees would not meet until early 2015 did not pose a problem for the proposed timetable.

In response to concerns raised by a Verderer that the proposed consultation was taking place too soon, and that instead more detailed proposals should be considered by the Committee, the Director of Remembrancer's Affairs noted that the Parliamentary process would itself provide a formal public consultation process. The Director of Open Spaces emphasised that the purpose of the proposed informal consultation was to work up possible measures which would be reported to the Committee in due course.

**RESOLVED**, that Members instruct officers to test the views of local interest groups on possible modifications to the legislation, as described in the Report.

## 5. **SUPERINTENDENT'S UPDATE**

### **Recruitment**

A Gardener had commenced work during October 2014 alongside two temporary litterpickers. A recruitment campaign for a Head of Visitor Services was currently underway.

### **Weather**

September 2014 had been the driest month for the Forest since 1910, with rainfall being less than 20% of the long term average. By contrast, October had been more unsettled with temperatures 1.6 degrees above the 20 year average and rainfall at 125%. The residue of Hurricane Gonzalo had little impact across the Forest on the 20/22 October.

### **Chamberlain's Visit**

The Chamberlain had visited Epping Forest on 3 October.

### **Highams Park Lake Dam**

Work had commenced on deep excavations for the floodwall to protect the Watersports Centre. Over 5,000m<sup>3</sup> (the equivalent to two Olympic sized swimming pools) will be shortly removed from the site over the next 3 weeks.

### **Great Gregories**

The site had been prepared for works to commence, with footings for steelwork having been dug in anticipation of building construction which will commence on 10 November.

### **Open House 20/21 September**

750 persons had visited the Hunting Lodge and The Temple during the national Open House Event weekend.

### **Anti-Air War Memorial, Woodford Green**

The restored 1935 Grade II memorial had been rededicated following restoration funded by local developer Galliard Homes. The memorial was unveiled by peace campaigner Bruce Kent and local MP & Minister Iain Duncan Smith on 24 October.

### **Visit England**

Epping's annual visitor figures had been accepted by Visit England, leading them to declare Epping Forest the fifth most visited free attraction in London,

after the British Museum, National Gallery, Natural History Museum and Tate Modern.

### **Ghost Bike**

A Ghost Bike had been erected at Woodford Green to mark the death of a cyclist following a collision with a car in February 2014.

### **Traveller Trespass**

A trespass involving eight traveller caravans on land at Sewardstone Green, Bury Road, Chingford on 22 September was prevented by Forest Keepers with support from Essex Police..

### **Fly Tips**

The Superintendent was able to revise provisional figures reported to the September Committee confirming that Epping Forest was subject to 375 fly tips by the end of September 2014, a 51% fall for the same period in the previous year.

### **Rough Sleeper Clearance**

Rough sleeper clearances now stand at 41 for 2014, compared to 50 for the whole of 2013. Three large camps had been dismantled in cooperation with the Targetted Rapid Intervention Outreach (TRIO) team, the London Borough of Waltham Forest and Essex Police.

### **Prosecutions**

Officers were investigating an air gun attack on The Temple at Wanstead Flats.

### **Saprotrophic Study**

Epping Forest was one of five sites across the UK to be selected by a group of European scientists – the self-styled 'Beech Boys' - researching saprotrophic fungi, flora and invertebrates that are associated with fallen beech across Europe.

### **Estate Management Contract**

Phase three of the first year of the Epping Forest Estate Management Contract was close to completion, with previously difficult tasks such as the cutting at Yardley Hill, and Fernhills, together with hedge cutting on Lippitts Hill and Mott Street undertaken to schedule following work by contractors.

### **Street Trading Consent**

Epping Forest District Council had given Street Trading Consent for a trader to operate an Airstream 'Bubble' catering trailer at two locations at High Beach.

### **Metropolitan Police Service cadets**

Work on clearing scrub on Wanstead Flats to reduce anti-social behaviour was undertaken as a partnership project.

### **Greenpeace Event**

Officers facilitated a team building event involving 100 members of Greenpeace staff at The Warren House.



### **Bushcraft**

60 pupils from Britannia Village Primary, Canning Town completed a bushcraft course at Wanstead Park.

### **Staff Work Day**

30 staff worked to clear invasive scrub at Strawberry Hill Pond on 12 September.

### **Sportivate Football Funding**

The Sports Development Officer has successfully bid for £1,500 of Lottery 'Sportivate' funding towards the expansion of the mental health league at Wanstead Flats.

### **Butterflies**

There was evidence that White Admiral numbers had significantly increased over the last few years, and that both Silver-washed Fritillaries and Purple Emperors had been recorded as laying eggs in the Forest for at least three years, making them a resident species again. Ringlet, which had previously been absent for 10 years, were now present in good numbers.

### **Rural Payments Agency Inspection**

The RPA inspection on Entry and Higher Level schemes had been passed and officers were working on mapping alterations recommended by the inspectors.

### **Pest and Disease Surveys**

An ash dieback survey carried out by volunteer Tree Wardens at six sites had found no evidence of the disease. Sudden Oak Death inspections at seven sites had similarly found no evidence of infection.

### **Gypsy and Oak Processionary Moth Surveys**

All seven suspect Oak Processionary Moths that were reported to the September 2014 Committee have been confirmed as male moths. The 20<sup>th</sup> annual Gypsy Moth survey between Highams Park and Leyton Flats recorded 35 moths. The Forestry Commission has acknowledged that the moth is now an established species and has therefore stopped monitoring activity, but will rely upon Epping Forest staff for long-term population monitoring data.

### **Challenge Network**

250 young people have volunteered on Leyton and Wanstead Flats over three weekends in support of two fundraising campaigns and four practical projects.

### **Volunteers**

Volunteers contributed 2,644 hours during August and September. Volunteer Task Leaders continued to lead projects including holly clearance from the Olde Birch Well at Leyton Flats.

### **National Crucian Carp Conservation Project**

A UK-wide conservation project meeting had been hosted at Epping Forest to discuss how to conserve the Crucian Carp, given that the Forest was a stronghold for the species.

The Chairman thanked the Superintendent for his update and commented that the level of outreach work was remarkable and that the challenges facing the forest were being managed well. He noted that the Committee had been given the opportunity on 1 November when visiting the Forest to see the excellent work overseen by the Head of Operations to manage the trees and vegetation at Highams Park Lake, and how this provided a good example of the vision displayed by staff at the Forest.

A Verderer added his support and congratulations for the recent work in the Forest, particularly the use of Ryetec machines to catch up on maintenance works at Fernhills and Woodbury Hollow. He expressed his recent pleasant surprise to find contractors at work at 5.00pm on a Saturday which demonstrated; he felt, the excellent working relationships built up by the Head of Operations. He went on to query whether the volunteers in the Forest included volunteer litter pickers and reminded the Committee that despite 5,000m<sup>3</sup> of silt being removed from Highams Park Lake, this represented only one-third of the silt removal that the Verderers would like to see achieved.

The Superintendent thanked both the Chairman and Verderer for their kind words. In relation to volunteers, he noted that he was keen to capture the level of work being undertaken by volunteer litter pickers in the Forest and that a process was in place to achieve. He noted that he understood the ambitions of the Verderers regarding silt removal, but that he was bound by the costs associated with removing, transporting and depositing the silt at a specialist landfill site at Leigh-on-Sea.

In response to a question from a Verderer, the Superintendent replied that Epping Forest was not in competition with the Field Centre, which also provided bush craft courses, and instead officers were working in tandem with the Forest's Learning Providers to identify areas for cooperation.

In response to a query from a Member, the Director of Open Spaces confirmed that the initial discussions had been held with both the Field Studies Council and the Epping Forest Centenary Trust with regard to future cooperation.

### **6. REVENUE & CAPITAL BUDGETS - EPPING FOREST 2014/15 & 2015/16**

The Group Accountant introduced a report of the Chamberlain, updating the Committee on Epping Forest's latest approved revenue budget for 2014/15 and seeking approval for a provisional revenue budget for 2015/16. She added that the recommendation authorising the Chamberlain, in consultation with the Director of Open Spaces, to revise the proposed budgets would be subject to any revisions not exceeding £50,000.

The Superintendent of Epping Forest went on to outline the context of the proposed revenue budget in relation to the City Corporation's Service Based

Reviews, noting that he was required to factor in significant budget reductions of £492,000 over the coming three years. Efforts to achieve this target ranged from applying to The City Bridge Trust for further education-related funding; commercialising the grant of wayleaves; more proactive asset and fleet management; and the introduction of charges for guided walks and educational visits. Other measures included the adoption of a forthcoming Retail Strategy, a Lodge Residency Strategy, car parking charges, and sponsorship.

In response to a question from a Verderer, the Epping Forest Business Manager noted that the £102,000 reduction in the Local Risk repairs and maintenance budget was misleading given that the budget which was reserved for improvement works was reverting to its normal level following an exceptional item of expenditure in 2014/15. The Director of Open Spaces added that the remaining figure did not include the amounts spent of repairs and maintenance separately by the City Surveyor's Department provided in Table 2. The Verderer responded that he was seeking industry standard indices to determine whether spend on repairs and maintenance was appropriate.

In response to a question from a Verderer, the Superintendent noted that officers from the Department of the Built Environment would be reporting to the Committee in January 2015 on the proposals for Baldwin's & Birch Hall Park (Deer Sanctuary) Ponds projects, and that costs would form part of that report.

**RESOLVED**, that Members:

- Agree that the provisional 2015/16 revenue budget meets the Committee's objectives, and that it be submitted to the Finance Committee;
- Approve the draft Capital budget;
- 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, subject to any revisions not exceeding £50,000;
- Agree that should additional service based review proposals to in addition to those within the report are requested by another Committee, that the substitution of other suitable proposals for a corresponding amount is delegated to the Town Clerk in consultation with the Chairman and Deputy Chairman. If the substituted saving is not considered straightforward in nature, then the Town Clerk shall also consult with the Chairman and Deputy Chairmen of the Policy and Resources Committee prior to approving alternative proposals.

**7. SUPERINTENDENT'S UPDATE**  
**Kenley Heritage Lottery Fund Bid**

A major review meeting would be held with the HLF on 21 November to examine the Conservation Management Plan, activity plan, budget,

management plan and maintenance plan. The project was currently on track for submission as a phase 2 bid in March 2015 with an announcement expected in June 2015. If the bid were successful it would be a challenge to implement the project in time for the September 2015 commemorations of the Battle of Britain.

### **Personnel**

Mid-Year Staff Appraisals had been completed and a Support Services Manager was expected to be in post by February 2015. The Personal Assistant to the Superintendent will be taking maternity leave in January 2015 and so options for the coming year were currently being evaluated. On Ashted Common, a Cambridge University student had just completed a six week work placement and a Merrist Wood student had joined the team on a three month, three day week placement. On the City Commons, the post of Information Ranger had just been filled.

### **Winter Work Programme – City Commons**

The Superintendent noted work on the stock fencing project at Woodplace Farm Fields, Farthing Downs, and recent dangerous tree works on Coulsdon Commons. He went on to note that staff had held a conservation and wildlife talk at West Wickham Library at West, and the work of corporate volunteers across the Commons, with 1,024 hours at Ashted in particular.

The Superintendent went on to note that the individual who had advised officers from the Commons on the production of charcoal had recently passed away but that the work he had encouraged and advised upon continued to be put into practice on the Commons and was an excellent way to utilise what would otherwise be waste material.

### **Winter Work Programme – Burnham Beeches and Stoke Common**

Major restoration work for Year 7 was underway and included the clearance of 1.4 hectares of secondary woodland from Stoke Common, followed by mulching. The work included tree shearing and clipping.

Exmoor ponies were being used for grazing on North Common for the first time on the area cleared in late 2013. The ponies were able to be utilised on land that other animals would find difficult to graze. The Exmoor pony grazing had the added benefit of preparing the land for further grazing by other animals.

The third invisible fence trial of 2014 at Burnham Beeches had been completed using the new loop at Pumpkin Hill, whereas the Dog Management and Enforcement Strategies had been produced for approval.

A SITA grant had enabled the return of two work horses to West Wickham from 3 November until 7 November. The horses would be assisting with removing trees from the site.

*Sylvia Moys left at this point of the meeting.*

## **8. DOG MANAGEMENT STRATEGY - BURNHAM BEECHES**

The Superintendent of Burnham Beeches, Stoke Common and City Commons introduced a report requesting approval of the proposed Dog Management

Strategy that would guide the enforcement, administration and monitoring of Dog Control Orders (DCOs) at Burnham Beeches. He noted that the report recommendations had been amended to reflect advice received from the Comptroller and City Solicitor, and that interested parties had been largely positive regarding the introduction of DCOs.

In response to a question from an Alderman, the Superintendent replied that officers would employ an element of forewarning and education before pursuing straightforward enforcement of Fixed Penalty Notices (FPNs). He added that, despite there being no formal appeal process, that the City Corporation had nevertheless introduced an informal process of appeal.

In response to a question from a Member, the Superintendent confirmed that refusal to pay a FPN constituted a criminal offence. The Member noted therefore that Officers should place an emphasis on forewarning and education to avoid, potentially, burdening people with criminal records too readily.

**RESOLVED**, that City Corporation Members:

- Approve the Dog Management Strategy for Burnham Beeches so that it may be advertised according to DEFRA requirements and used to guide the administration of Dog Control Orders on the site;
- Provide delegated authority to the Director of Open Spaces to authorise officers at Burnham Beeches for the purpose of issuing Fixed Penalty Notices for offences under each of the Dog Control Orders and giving directions under the Dogs on Leads by Direction (Burnham Beeches) Order 2014;
- Approve the level of Fixed Penalty for breach of a Dog Control Order at £80, with a reduction to £50 if paid within 10 days;
- Note the site signage arrangements.

9. **REVENUE & CAPITAL BUDGETS - BURNHAM BEECHES, STOKE COMMON, & CITY COMMONS 2014/15 & 2015/16**

The Group Accountant introduced a report of the Chamberlain updating the Committee on the latest approved revenue budget and seeking approval for the provisional revenue budget for 2015/16. She added that any delegated revisions would not exceed £50,000.

The Superintendent provided further context on the proposed revenue budget for 2015/16 in light of the City Corporation's Service Based Reviews, noting that proposed budget savings would be met through focusing on core services, achieving operational efficiencies and generating income.

**RESOLVED**, that City Corporation Members:

- Agree that the provisional 2015/16 revenue budget reflects the Committee's objectives and approve its 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, subject to any revisions not exceeding £50,000;
- Agree that should additional service based review proposals to in addition to those within the report are requested by another Committee, that the substitution of other suitable proposals for a corresponding amount is delegated to the Town Clerk in consultation with the Chairman and Deputy Chairman. If the substituted saving is not considered straightforward in nature, then the Town Clerk shall also consult with the Chairman and Deputy Chairmen of the Policy and Resources Committee prior to approving alternative proposals.

10. **UPDATE ON THE EXPANSION OF CONSERVATION GRAZING AT BURNHAM BEECHES**

The Superintendent introduced an update report on the expansion of conservation grazing at Burnham Beeches. He noted that the scope of the project had changed since it was first introduced, and that the trial of invisible fencing had revealed the need to adopt a more organic approach to implementing conservation grazing at the site. Moreover, it had become apparent that there would always be a need to provide some element of permanent enclosure at the site for example to hold livestock in emergencies. He concluded by noting that some short-term solutions to issues identified within the report were needed in advance of more reliable technology becoming available.

The Chairman noted that, given the invisible fencing project had been a trial, it was inevitable that a degree of flexibility would be needed in how the project was approached during the course of its implementation. He added that the potential to commercialise the project existed, and that he would welcome the opportunity to consider proposals to do so in due course.

In response to a question from a Verderer, the Superintendent replied that conservation grazing in Trial Area 1 would not have a detrimental effect on the Scheduled Ancient Monument, as English Heritage had advised that any damage would be outweighed by the benefit of vegetation control.

In response to points raised by a Verderer that no alarm system was operating in the event of the circuit being broken and that there was potentially scope to fit animals with GPS collars to assist tracking, the Superintendent of Epping Forest replied that an alarm system was feasible but the poor mobile phone coverage in both the Forest and Burnham Beeches prevented the transmission of alarms alerts. At Epping Forest GPS tracking had been added to selected collars allowing cattle to be located by a Smartphone application and the overall

pattern of movement to be recorded. Further work on a 'geofence' to monitor straying cattle requires further development work. The Deputy Chairman noted that should the technology come online, then the City Corporation should be prepared to embrace it.

**RESOLVED**, that City Corporation Members:

- Approve the continued and expanding use of invisible fences at Burnham Beeches as technology allows;
- Approve the retention of existing traditional stock and temporary electric fencing until such time as reliance on them can be satisfactorily reduced by use of invisible fences.

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

There were no questions.

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

There was no other business.

**13. 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 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.

**14. NON-PUBLIC MINUTES**

**RESOLVED** – that the non-public minutes of the meeting held on Monday 8 September be approved as a correct record, subject to an amendment.

**15. HIGH BEACH REFRESHMENT SITE**

The Superintendent of Epping Forest introduced a progress report on the tender for the refreshment site at High Beach.

**16. LAND AVAILABLE FOR ACQUISITION**

The Superintendent noted that this was intended as a verbal item with no associated report, contrary to the published agenda.

**17. NON PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**

There were no questions.

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

The Committee heard two items of urgent business.

**The meeting ended at 2.15 pm**

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Chairman

**Contact Officer: Natasha Dogra  
Natasha.Dogra@cityoflondon.gov.uk**

DRAFT



<b>Committee:</b>	<b>Date:</b>
Epping Forest and Commons Committee	12 <sup>th</sup> January 2015
<b>Subject:</b>	<b>Public</b>
Burnham Beeches Consultation Group Minutes of 13 <sup>th</sup> November 2014	
<b>Report of:</b>	<b>For Information</b>
Superintendent of Burnham Beeches, Stoke & City Commons	
<b>Summary</b>	
<p>This report provides your committee with the minutes of the 13<sup>th</sup> November 2014 meeting of the Burnham Beeches Consultation Group (BBCG)</p> <p>The main topic's covered at the meeting were</p> <ul style="list-style-type: none"> <li>• The introduction of Dog Control Orders (DCO's) at Burnham Beeches</li> <li>• Service Based Review</li> <li>• Work Programme Review 2014</li> </ul>	
<b>Recommendation(s)</b>	
Receive this report	

## Minutes if Burnham Beeches Consultation Group – 13<sup>th</sup> November 2014

### 1. **Welcome:- Chairman Barbara Newman**

**In Attendance:-** Alan Samon, Mark Frater, Naomi Turner, Andy Booth, Peter Cathcart, Joy Winyard, John Melish, Alan French, Adrian Sutton, Brian Bilgorri, Caroline Spicer, Mary Kohlhase, Andy Barnard, Martin Hartup, Deb Harris, Debbie Bennett & Margaret Rook

**Apologies:- Chairman Haines, Deputy Abrahams,** Helen Read, Simon Gray, Tim Crauford, Sheila Riley, Peter Adam & Don Lindskog

### 2. **Minutes of the last meeting – matters arising**

The minutes were agreed as an accurate record.

### 3. **The Superintendent's expanded role**

The Superintendent highlighted how the new division fits into the Open Spaces departmental structure and detailed initial changes in personnel that have been made over the last year. Recruitment of a Support Services Manager is underway to assist the management team coordinate the

business and administrative elements of the division and two new posts have been created for City Commons covering livestock and information/marketing. These new posts come about as a result of a restructure and natural wastage therefore do not represent growth.

The priorities for the coming year involve merging the two original divisions, work to develop the management team, standardisation of elements such as health & safety practice and adoption of the corporate identity project. Alongside these projects we are also embarking on a three year programme of savings and income generation informed by the Service Based Review (SBR).

In response to a question from the floor the Superintendent stated he anticipated spending two days a week at Burnham Beeches and two days at City Commons therefore allowing one day to be utilised for meetings in London.

#### **4. Service Based Review**

During the next three (2015-18) years the department is required to make savings of 2.189m using officer's proposals across three main topics, Operational Efficiencies, Income Generation and review of Core Provision. Communication about our progress during this period will be made through updates at Consultation Group meetings.

The Director spoke of the financial pressure on parks and green spaces both in London and across the country with some services facing 50% cuts. She announced her involvement in a task force attempting to improve funding for Green Spaces which will contribute to the Mayor of London's fifty year plan.

In response to question's the Director was able to confirm the Department is looking at outsourcing and the generation of income through the letting of vacant properties. The later is subject to an act of parliament to be tabled after the next election.

Locally the Superintendent will be identifying activities outside of the core provision, income generation and efficiencies around our local rota system. Redundancies and redeployment are to be minimised as far as possible across the department and it's currently thought that this particular division is well positioned due to the recent restructure where savings have already been achieved and offered up.

#### **5. Dog Control Order's**

An update on progress since Epping Forest Committee approval of the Order's was provided by the Superintendent. The work in preparing the infrastructure required to enforce the order's was highlighted and copies of the 'Dog Management Strategy' and 'Enforcement Protocol' were circulated.

Implementation from December is on track and will be initially be in the form of advice unless a very serious offence is committed with full enforcement of the Order's from January.

The Superintendent detailed some additional issues arising from the DCO consultation that included minor site improvements and consideration of an elected representative from the dog walking community to this Consultative Group. The Superintendent also informed members that the Epping Forest and Commons Committee had asked him to provide an update on DCO's in July 2016 with a full review in January 2017.

The Superintendent thanked the Group and staff for their support during the development and implementation of the orders.

#### **6. Representation of specialist groups within the Committee**

The group discussed progress and felt that an additional dog walking representative for the committee would be of benefit. It was felt the individual should also have an interest in the site as a whole. **ACTION Superintendent** to approach to suitable candidate(s) with a canine interest and consider other stakeholder representation such as horse riders thereafter.

#### **7. Expansion of the conservation grazing scheme**

Introduction of a third invisible fence loop during 2014 increased grazing coverage to 37% of the site. It is anticipated subject to technological improvements that we can achieve up to 95% coverage of the site with extended loops which are being trialled at Epping Forest. Further progress updates will be available in the April meeting.

#### **8. Projects and achievements May – October 2014**

Works to install the new invisible fence cable, resurfacing and cutting of paths across the site have been completed along with major restoration work at Stoke Common. Huge progress has been made onsite utilising our high volunteer numbers who now contribute to a wide range of projects from practical task experience to survey and administrative work.

Rangers have spoken to over 500 people about dog control orders and held a variety of events and activities for visitors. Additionally it was reported that Burnham Beeches has retained its Green Flag and Green Heritage award status.

#### **9. AOB**

A question from the floor regarding the renovation timeframe for required works on the ponds was discussed. The Superintendent explained that the work required is extensive due to additional remedial action required on the embankments. It is anticipated the project could cost as much as £200,000 and is therefore in a medium term plan i.e. not expected in the immediate future.

**Date of next meeting during April to be advised.**

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## Epping Forest & Commons Visits 2015

<b><u>Committee</u></b>	<b>Epping Forest &amp; Commons</b>
<b><u>Dates:</u></b> 7 <sup>th</sup> March	8 March (Epping Forest)
9 <sup>th</sup> May	10 May (Epping Forest)
13 <sup>th</sup> June	20 <sup>th</sup> June (City Commons)
12 <sup>th</sup> /19 <sup>th</sup> Sept	5 July (Burnham Beeches)
26 <sup>th</sup> June	11 June Ladies Day, EF
5 <sup>th</sup> Sept	6 September (Epping Forest)
30 <sup>th</sup> June	9 <sup>th</sup> June Dorneywood LM visit
7 <sup>th</sup> November	1 November (Epping Forest)
<b><u>Attendees:</u></b>	<b>EF&amp;C Members OS Members</b>

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<b>Committee:</b> Open Spaces and City Gardens Epping Forest and Commons	<b>Date:</b> 9 December 2014 12 January 2015	<b>Item no.</b>
<b>Subject:</b> Open Spaces and City Gardens: Annual Public Relations update	<b>Public</b>	
<b>Report of:</b> Director of Public Relations	<b>For Information</b>	
<p style="text-align: center;"><b><u>Summary</u></b></p> <p>This report updates Members on Public Relations activities in support of the services for which the Open Spaces and City Gardens Committee is responsible during the period October 2013 to November 2014. The activities in this report are also in support of the <i>Communications Strategy 2014- 2017</i>. Highlights of the support for the services of the Committee include:</p> <ul style="list-style-type: none"> <li>▪ Media</li> <li>▪ Public Affairs</li> <li>▪ Events</li> <li>▪ Website</li> <li>▪ Digital communications and social media</li> <li>▪ Literature and related activities</li> <li>▪ Member and internal communications</li> <li>▪ Filming</li> <li>▪ Sponsorship</li> </ul> <p style="text-align: center;"><b><u>Recommendations</u></b></p> <p>The Committee is recommended to receive this report on Public Relations activities during the period October 2013 to November 2014 in support of the services for which the Committee is responsible.</p>		

## 1. Introduction

- 1.1 This report highlights the activities of the Public Relations Office, in the period October 2013 to November 2014, in support of the services for which this Committee is responsible.
- 1.2 As part of the current *Communications Strategy* there are two specific communications priorities at present while are relevant to Port Health and Environmental Services:

- Working in partnership with London's communities – the work the City Corporation does to support education, as well as social and cultural opportunities, for all Londoners to help to improve their quality of life, through promoting employability and encouraging greater aspiration and diversity, and to provide jobs and growth across the capital; and
- Contributing to London's culture, heritage and green spaces – the work the City Corporation does across London and the UK to help preserve the nation's heritage, contribute to its cultural life and provide green spaces across the capital and beyond.

## 2. Media

2.1 Throughout the year, October 2013 to November 2014, the Media Team achieved 798 Open Spaces stories in print online, television and radio. According to Gorkana (the independent media monitoring agency), the total advertising value of the coverage achieved in print amounted to £1,052,996.

2.2 Highlights of stories initiated by the Media Team in the PR Office throughout the period September 2012-October 2013 include:

- *The Guardian* ( 24 October 2014) – Director of Open Spaces Sue Ireland and Epping Forest Conservation Manager Jeremy Dagley were interviewed in a major feature on the negative impact of foraging on UK woodlands. Sue was also interviewed on BBC Radio 4 *Farming Today* and *BBC London 94.9*.
- Paul Maskell, Leisure & Events Manager at Hampstead Heath was interviewed on *ITV News London* (TV, 03 November 2014) on the Hampstead Heath Heritage Festival and mass conker championships
- The City of London Corporation's sponsored garden at the RHS Chelsea Flower Show was broadcast as the lead item on the flagship BBC 1 programme, with a peak audience of more than three million. The Media Team publicised the garden to the BBC producer and developed the sequence for broadcast.
- Hampstead Heath Business Manager Yvette Hughes was quoted in an *Evening Standard* article (29 May 2014) after the Heath began granting license for weddings
- *ITV News London*, *The Independent*, *The Metro* and the *Epping Forest Guardian* (12 December 2013) all ran stories after a life-size fly-



tipped stuffed black panther was spotted in trees by Forest Keepers on the foggiest day of the year.

- 2.3 In addition to the work outlined above, the Media Team has been working closely with the Director of Open Spaces and the Surveyors Department on the Epping Forest Tea Hut tendering process and also on the Hampstead Heath Ponds Project and Dog Control Orders at Burnham Beeches.

### **3. Public Affairs**

- 3.1 The PR Office provides Public Affairs advice to Departments across the organisation on specific issues that may affect their work as and when required. Work undertaken has included the visit of Shadow Employment Minister Stephen Timms MP to West Ham Park last summer.

### **4. Events**

- 4.1 The PR Office facilitates events which engage staff from across the organisation, including:

- The contribution of all relevant departments to the London Councils Summit, which took place on 22 November 2014 – each department submitted publicity material to promote the services and activities of the City Corporation to an audience of over 250 pan-London councillors and chief officers.
- The annual City Wide Residents' Meeting, which took place on 23 June, provided City residents with an opportunity to meet City Corporation officers from across the organisation and learn more through stalls at the event about the wide range of services offered by the City Corporation.
- The PR Office also facilitates arrangements for the Open House London, allowing buildings owned by the City of London to be opened to the public during the weekend of 20-21 September. Over 6,000 visitors came to both the Guildhall and Mansion House over the course of the weekend.

In addition to the above activities the Team runs various staff only events including Staff Annual Lunches, Masterclasses and Strategic Briefings.

### **5. Publishing and related activities**

5.1 The PR Office is also responsible for the corporate publications strategy and its implementation. In addition, the PR Office is also responsible for the City Corporation's brand identity and assists Departments with branding guidelines. The PR Office has worked with Open Spaces to develop their new brand identity which has now been rolled out across sites and published materials. The Lord Mayor's Show leaflet and programme included copy on the City Corporation's wider services with specific references to green spaces. The PR Office also published a double-sided map of City Corporation services that benefit London and the nation with one side mainly focused on green spaces across the capital.

## **6. Website**

6.1 The PR Office is responsible for the City of London Corporation's external website. During the past year the majority of this work has been focussed on the quality of its content – across the four main clusters – to make it as easy as possible to find via search engines and for it to be relevant, current and user-friendly. The Office has organised a number of workshops and facilitates regular weekly meetings with content providers across the organisation to share best practice and discuss any issues. It regularly reviews pages relating to Open Spaces and alerts editors when content is out of date, needs rewriting for clarity or is missing information. Green spaces pdfs and maps continue to be popular downloads from the site. PRO is now working on a 'Customer Carewords' initiative to fine tune the site so it continues to be geared to the needs of users, including those of the City Corporation's green spaces.

6.2 Work has included promoting key Open Space events on the home page – both in the New this Week rolling news feed and the featured Don't Miss section – and including imagery from Open Spaces as part of the home page carousel.

## **7. Digital communications and social media**

7.1 The Public Relations Office is responsible for the creation and development of digital communications. It also gives advice to departments on how to communicate across social platforms. The City Corporation now has 23 Facebook pages (including Hampstead Heath and City Commons pages) and just over 50 Twitter feeds (including Epping Forest and West Ham Park), a YouTube channel and Flickr account which cover the wide range of services we provide (a full list is available at [www.cityoflondon.gov.uk/social](http://www.cityoflondon.gov.uk/social)).

## **8. Member and internal communications**

- 8.1 The PR Office, working closely with the Member Services Team, has responsibility for communications with Members. This includes the Members' Briefing which has recently been reviewed, as well as providing updates and briefings to Members on topical issues.
- 8.2 The PR Office provides internal communications for the City Corporation as a whole and gives support to individual Departments as and when required. Open Spaces are regularly supported and assisted in improving communications through a number of channels and in a variety of ways from communication advice and practical assistance where required (for example, design and editing issues) for news and feature publicity via the corporate channels and in some cases local communications activity.
- 8.3 The PR Office ensures that story coverage in the e-magazine the Leader, the intranet, the Town Clerk's Bulletin and the eLeader bulletin is regular, timely and in particular celebrates the successes of the Open Spaces and showcases latest initiatives and service developments. The last edition of The Leader included a page authored by Clare Eastwood about Epping Forest's annual deer count.

## **9. Filming**

The PR Office has a dedicated Film Team responsible for liaising with film crews and City Corporation departments to facilitate shoots within the Square Mile and on City Corporation property. The Film Team have liaised with several film crews in the past year with regard to use of City Gardens. St-Dunstons-in-the-East's churchyard in particular remains popular with filmmakers.

## **10. Sponsorship**

The City of London sponsored the Urban category in the British Wildlife Photography Awards which produced this year's overall winner. The City Corporation received recognition through the Awards website, the 25,000 print run awards book and the photographic exhibition which toured the UK for six months.

### **Background Papers:**

Members will find it useful to refer to the *Communications Strategy 2014-2017*

### **Contact:**

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<b>Committees:</b>	<b>Dates:</b>
Epping Forest and Commons Projects Sub	12 January 2015 21 January 2015
<b>Subject:</b> Gateway 3 Outline Options Appraisal: Baldwins and Birch Hall Park Ponds	<b>Public</b>
<b>Report of:</b> Director of the Built Environment	<b>For Decision</b>

## Summary

### Dashboard

- **Project Status:** Amber. Has changed from green given appointed Reservoir Inspecting Engineer's comments that leaks at ponds are getting progressively worse, the estimated cost has increased significantly and the programme has slipped.
- **Timeline:** Anticipating Gateway 4 to be completed summer 2015.
- **Total Estimated Cost:** £0.675m to £2.930m cost range (previously £0.4m to £1.5m at Gateway 2)
- **Spend to Date:** £4,000 (Staff cost budget £12,000)
- **Overall Project Risk:** Green.

### Context

Baldwins Pond and Birch Hall Park (Deer Sanctuary) Pond both store water by virtue of earth dams which are over 100 years old. Both ponds are currently managed under the Health and Safety at Work etc. Act 1973 and are subject to precautionary biannual inspection. The Ponds could potentially be reclassified by amendments being made to the Reservoirs Act 1975 (the 1975 Act) under the scope of the Flood and Water Management Act 2010 (when these provisions are brought into force). These amendments may reduce the confined capacity of water bodies defined as Large Raised Reservoirs (LRR) from 25,000 m<sup>3</sup> to 10,000 m<sup>3</sup> making them subject to statutory controls on engineering surveillance and inspections. Excessive wet weather over Spring 2012 highlighted leakage at both ponds as well as an overflow problem at Birch Hall Park Pond. Both ponds have been identified since 2010 through the biannual Panel Engineer's inspections as requiring works to stabilise the existing structure and manage leakage. Neither of the ponds has a spillway to facilitate controlled overflow. The inspecting Engineer visited both Ponds in November 2014 and reported that leaks were getting worse with a danger of progressive piping failure at both, and encouraged the City to undertake works in the near future rather than waiting.

### Brief description of project

#### **Baldwins Pond**

Baldwins Pond is located on Forest Land at Baldwins Hill, near Loughton (see map Appendix 1), The pond was created by the construction of an earth dam across the natural valley of Loughton Brook. The dam which carries the surfaced Clay Ride across the valley is thought to have been commissioned by the previous landowner in

preparation for further residential construction. Baldwins Pond is an impounding reservoir with water being stored at a high level with an overflow discharging via a pipe culvert with a concrete weir at the top of the dam into a natural watercourse downstream. A leak at this pond has continued to be monitored by inspection for the last two years, although a potential leak had been revealed by a Willowstick Geophysical Investigation in 2012. It is necessary to make the dam safe as the leak could lead to its collapse or failure. The Pond does not have a dedicated spillway and was last subject to repair works in 2000.

### **Birch Hall Park Pond**

Birch Hall Park Pond is located to the east of Epping Forest between the settlements of Theydon Bois and Debden. The pond forms part of a designed parkland landscape which was once connected with Birch Hall. The Parkland was acquired in 1959 as Epping Forest's first element of Buffer Land to provide a Sanctuary for Epping Forest's melanistic (dark coated) Fallow Deer. The Pond is retained by an earth dam storing a body of water, and is thought to have originally formed a landscape feature and boating pond. As with Baldwins Pond, the City is aware of the leak. The dam should be made safe otherwise the leakage problem could lead to its collapse or failure.

### **Options**

The following outline options, with indicative costs, have been identified for further appraisal:

<b>Description</b>	<b>Option 1</b> Remove the Dams and Ponds	<b>Option 2</b> Demolish and reconstruct the Dams	<b>Option 3</b> Carry out repairs to the dams	<b>Option 4</b> Reduce the size of the ponds
Total Estimated Cost Baldwins Pond	<b>£528,000</b>	<b>£1,490,000</b>	<b>£365,000</b>	<b>£325,000</b>
Total Estimated Cost Birch Hall Pond	<b>£425,000</b>	<b>£1,440,000</b>	<b>£310,000</b>	<b>£395,000</b>
Total Estimated Cost	<b>£953,000</b>	<b>£2,930,000</b>	<b>£675,000</b>	<b>£720,000</b>

These estimated costs are indicative only at this stage and are in addition to the expenditure incurred to date, which is estimated to be circa £4,000 in staff time. The £4,000 staff time is not included in the above table and nor is future staff time. The above estimates are cost of works.

The total estimated cost range of £0.675m to £2.93m has increased significantly since Gateway 2 (£0.4m to £1.5m). The main reason for the significant increase in estimated costs has come from experience gained in developing other reservoir projects (e.g. Hampstead Heath Ponds and Highams Park Lake) but at this early stage are indicative only.

Birch Hall Park Pond falls within Buffer Land and funding will therefore need to be sought from the annual provision for new City's Cash schemes which will be subject to approval by Resource Allocation Sub (Policy and Resources) Committee.

Baldwins Pond is situated on Forest Land. It is anticipated that the capital costs associated with this project could be part-funded from the Epping Forest Capital Fund on the basis that it falls within the meaning of Section 41(1) of the Epping Forest Act 1878 with regards “expenses properly chargeable on capital”. However, this will be subject to the availability of resources and prioritisation against other potential calls on the Fund. The current balance on the fund is £0.5m. Any shortfall in funding is likely to be the subject of a bid to Resource Allocation Sub-Committee from the annual provision for new City’s Cash schemes.

The proposed funding strategies for both ponds will be confirmed as part of the next gateway report once firmer costs have been established.

### **Recommendations**

#### Option(s) recommended to develop to next Gateway

At this Gateway, none of the above options are to be discounted, although Option 2 is the least preferable at the present time due to cost and complexity.

#### Next Steps

Compile a list of suitable suppliers and prepare briefs for investigations, including topographic surveys, ground investigation and bathymetric surveys. Obtain competitive quotations in accordance with CoL procurement policy.

Explore the feasibility of the preferred option in greater detail in Gateway 4 report. Further consultation with stakeholders.

#### Resource requirements to reach next Gateway and source of funding

£50,000 to reach Gateway 4 (includes carrying out further investigations as detailed in Appendix 3). Funding of these costs is to be met from existing resources - £25,000 from the Director of Open Spaces local risk budget and the balance from the Additional Works Programme provision for reservoir surveys.

#### Financial assessment/Investment Appraisal to be provided in the Detailed Options Appraisal report

To be completed for Gateway 4.

#### Plans for consultation prior to the next Gateway report

- Site meeting(s) with the Superintendent; Head of Conservation and Head Forest Keeper
- Discuss requirements for site surveys and investigations in more detail with specialist suppliers.
- Discuss Options 1 & 2 with Planning Authorities and Natural England as the site lies within a Site of Special Scientific Interest and Special Area for Conservation. The scheme is also directly upstream from the Loughton Flood Alleviation Scheme at Staples Road which is jointly administered by the Environment Agency; Epping Forest District Council and the City of London.

#### Tolerances

At this early stage, the anticipated costs are difficult to predict and are therefore only indicative.

### **Options Appraisal Matrix**

See attached.

## **Appendices**

<b>Appendix 1</b>	Plan of Epping Forest showing Ponds.
<b>Appendix 2</b>	Photographs of the two ponds.
<b>Appendix 3</b>	Estimates build-up of resource requirements

## **Contact**

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**Options Appraisal Matrix**

	<i>Option 1</i>	<i>Option 2</i>	<i>Option 3</i>	<i>Option 4</i>
<b>1. Brief description</b>	Remove the Dams and Ponds	Demolish and reconstruct the Dams	Carry out repairs to the dams	Reduce the size of the ponds
<b>2. Scope and exclusions</b>	The full scope and exclusions of the project cannot be determined at the present time. A better understanding will be obtained once site surveys are undertaken and feasible options considered in more detail.			
<b>Project Planning</b>				
<b>3. Programme and key dates</b>	The target at present is to obtain funding to allow investigations and surveys to proceed as soon as possible, preferably before end of FY14/15.			
<b>4. Risk implications</b>	<p>Low Risk</p> <ul style="list-style-type: none"> <li>▪ Loss of water source for Fallow Deer held within Birch Hall Park and for other wildlife generally at both ponds.</li> </ul>	<p>Medium Risk</p> <ul style="list-style-type: none"> <li>▪ Failure of the dams</li> <li>▪ Overtopping and flooding</li> <li>▪ Loss of life (Low Risk)</li> </ul>	<p>Medium Risk</p> <ul style="list-style-type: none"> <li>▪ Failure of the dams</li> <li>▪ Overtopping and flooding</li> <li>▪ Loss of life (Low Risk)</li> </ul>	<p>Medium Risk</p> <ul style="list-style-type: none"> <li>▪ Failure of the dams</li> <li>▪ Overtopping and flooding</li> <li>▪ Loss of life (Low Risk)</li> </ul>
<b>5. Benefits and disbenefits</b>	Benefit			
	<ul style="list-style-type: none"> <li>▪ Compliance with the</li> </ul>	<ul style="list-style-type: none"> <li>▪ Compliance with the 1975 Act and F&amp;WM</li> </ul>	<ul style="list-style-type: none"> <li>▪ Compliance with the 1975 Act and F&amp;WM</li> </ul>	<ul style="list-style-type: none"> <li>▪ Compliance with the 1975 Act and F&amp;WM</li> </ul>

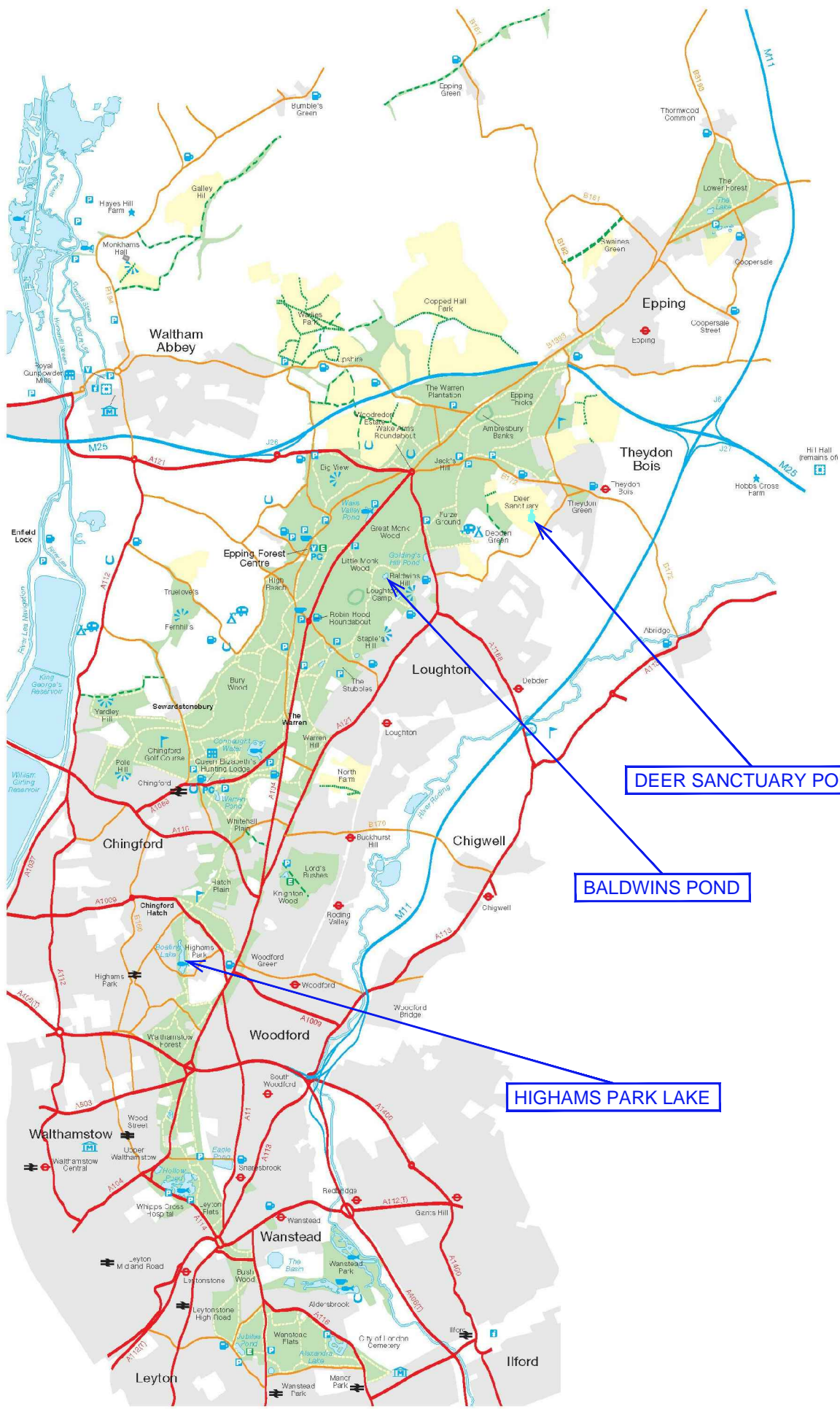
	<b>Option 1</b>	<b>Option 2</b>	<b>Option 3</b>	<b>Option 4</b>
	<p>1975 Act and F&amp;WM Act 2010 should these reservoirs fall under the scope of the aforementioned legislation in the future.</p> <ul style="list-style-type: none"> <li>▪ Safety of members of the public who use the forest or are living in close vicinity in the case of Deer Sanctuary.</li> <li>▪ Demolition would be a clear solution for future costs.</li> </ul>	<p>Act 2010 should these reservoirs fall under the scope of the aforementioned legislation in the future.</p> <ul style="list-style-type: none"> <li>▪ Opportunity to proactively remediate the earth dams which are known to be leaking.</li> </ul>	<p>Act 2010 should these reservoirs fall under the scope of the aforementioned legislation in the future.</p> <ul style="list-style-type: none"> <li>▪ Opportunity to proactively remediate the earth dams which are known to be leaking.</li> </ul>	<p>Act 2010 should these reservoirs fall under the scope of the aforementioned legislation in the future.</p> <ul style="list-style-type: none"> <li>▪ Opportunity to proactively remediate the earth dams which are known to be leaking.</li> </ul>
	Disbenefits			
	<ul style="list-style-type: none"> <li>▪ Loss of water source for deer. New source would be required.</li> <li>▪ Loss of habitat for wildlife</li> <li>▪ Access for forest users made considerably difficult at Baldwins if the earth dam supporting the Clay Ride is demolished and removed but not replaced or alternative</li> </ul>	<ul style="list-style-type: none"> <li>▪ Cost of re-building.</li> <li>▪ Loss of habitat and water source for wildlife.</li> <li>▪ Cost of future maintenance not completely negated.</li> </ul>	<ul style="list-style-type: none"> <li>▪ No certainty that leakages will stop.</li> <li>▪ Loss of habitat and water source for wildlife.</li> <li>▪ Cost of future maintenance not completely negated.</li> </ul>	<ul style="list-style-type: none"> <li>▪ No certainty that leakages will stop or reduce.</li> <li>▪ Loss of habitat and water source for wildlife.</li> <li>▪ Cost of future maintenance not completely negated.</li> </ul>

	<i>Option 1</i>	<i>Option 2</i>	<i>Option 3</i>	<i>Option 4</i>
	access provided.			
<b>6. Stakeholders and consultees</b>	<u>Internal</u> Stakeholders – City of London <u>External</u> Local Authority – Epping Forest District Council Consultees – Natural England; Environment Agency; Loughton Town Council; Amenity Group			
<b>Resource Implications</b>				
<b>7. Total Estimated cost</b>	<b>£528,000</b> Total estimated for Baldwins Pond	<b>£1,490,000</b> Total estimated for Baldwins Pond	<b>£365,000</b> Total estimated for Baldwins Pond	<b>£325,000</b> Total estimated for Baldwins Pond
	<b>£425,000</b> Total estimated for Birch Hall Pond	<b>£1,440,00</b> Total estimated for Birch Hall Pond	<b>£310,000</b> Total estimated for Birch Hall Pond	<b>£395,000</b> Total estimated for Birch Hall Pond
	<b>£953,000</b> Total estimated for both ponds combined.	<b>£2,930,000</b> Total estimated for both ponds combined.	<b>£675,000</b> Total estimated for both ponds combined.	<b>£720,000</b> Total estimated for both ponds combined.
<b>8. Funding strategy</b>	<p>Birch Hall Park Pond falls within Buffer Land and funding will therefore need to be sought from the annual provision for new City's Cash schemes which will be subject to approval by Resource Allocation Sub (Policy and Resources) Committee.</p> <p>Baldwins Pond is situated on Forest Land. It is anticipated that the capital costs associated with this project could be part-funded from the Epping Forest Capital Fund on the basis that it falls within the meaning of Section 41(1) of the Epping Forest Act 1878 with regards "expenses properly chargeable on capital". However, this will be subject to the availability of resources and prioritisation against other potential calls on the Fund. The current balance on the fund is £0.5m. Any shortfall in funding is likely to be the subject of a bid to the Resource Allocation Sub-Committee from the annual provision for new City's Cash schemes.</p> <p>The proposed funding strategies for both ponds will be confirmed as part of the next gateway report once firmer costs have been established.</p>			

	<i>Option 1</i>	<i>Option 2</i>	<i>Option 3</i>	<i>Option 4</i>
<b>9. Estimated capital value/return</b>	Not applicable.			
<b>10. Ongoing revenue implications</b>	When these two ponds become statutory reservoirs they are likely to have similar costs to our existing stock, increasing the existing budget for inspection and maintenance by approximately £10k from £158k to £168k (to account for the fact that Birch Hall Park Pond is a new asset that was not identified previously).			
<b>11. Investment appraisal</b>	Not applicable.			
<b>12. Affordability</b>	<p>The initial option appraisal costs are to be funded from existing local risk and Additional Works Programme budgets.</p> <p>Baldwins Pond is situated on Forest Land and therefore the main works of this project could be part-funded from the Epping Forest Capital Fund. However, the allocation of resources from this fund will be subject to prioritisation against any other calls.</p> <p>Birch Hall Park Pond falls within Buffer Land and therefore the cost of implementing this scheme would not be eligible for funding from the Epping Forest Capital Fund.</p> <p>There are insufficient local risk resources to meet these significant one-off costs and therefore, to supplement any contribution from the Epping Forest Capital Fund towards Baldwins Pond, a bid to Resource Allocation Sub-Committee for an allocation from the City's Cash annual provision for new schemes will need to be made after the detailed options appraisal has been completed.</p>			
<b>13. Procurement strategy</b>	All options listed here are likely to be procured through a competitive tendering process as was the case for works at Highams Park Lake, another reservoir retained by an earth dam also in Epping Forest.			
<b>14. Legal implications</b>	If these become statutory reservoirs, there could potentially be fines if the Corporation breaches the F&WM Act 2010 as well as a risk that the Environment Agency could take control at the expense of the Corporation. There are also criminal liabilities attached to non-compliance (under both Acts).			

	<i>Option 1</i>	<i>Option 2</i>	<i>Option 3</i>	<i>Option 4</i>
	The City also has statutory responsibilities for sub-LRRs such as Baldwins and Birch Hall Park Ponds under the HSAW Act and indeed the Occupiers Liability Acts. The Health and Safety Executive may also have a responsibility to inspect under the H&S (Enforcing Authority) Regs 1998.			
<b>15. Corporate property implications</b>	The works are required for safety reasons and to ensure that the City does not risk greater consequential damage and cost to the earth dams, aside from any statutory and reputational issues.			
<b>16. Traffic implications</b>	No significant traffic management implications, although routing traffic into the forest to the location of the ponds will need consideration at the next Gateway when considering the preferred option(s) in more detail.			
<b>17. Sustainability and energy implications</b>	<ul style="list-style-type: none"> <li>▪ Adapting to the likelihood of climate change that could result in higher water levels in the ponds and being better prepared in the likelihood that this does happen.</li> <li>▪ Supporting the local area to enjoy the forest, and encourage the use of walking, cycling in and around the forest.</li> <li>▪ Reducing waste by using any earth from dam demolition in the forest (subject to soil testing and acceptability)</li> <li>▪ Maintaining habitats for wildlife where possible, as well as exploring the possibility of encouraging wildlife.</li> </ul>			
<b>18. IS implications</b>	There are no IS implications envisaged at present.			
<b>19. Equality Impact Assessment</b>	Not applicable. However, if Option 1 is adopted for Baldwins and the dam removed, an EIA may be required.			
<b>20. <u>Recommendation</u></b>	Recommended	Recommended	Recommended	Recommended
<b>21. Next Gateway</b>	Gateway 4a - Inclusion in Capital Programme			
<b>22. Resource requirements to reach next Gateway</b>	£50,000 comprising £42,000 in surveys and investigations and £8,000 in staff costs. See Appendix 3 (attached).			





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## Appendix 2 – General Photographs of the Two Ponds

### Baldwins Pond (on Epping Forest Land)



**Photo 1** General view of pond, standing on the dam looking in a northeast direction (photo taken 07/04/2011).



**Photo 2** General view looking up at dam from near the bottom in a northeast direction (photo taken 20/01/2014).

## Appendix 2 – General Photographs of the Two Ponds

### Deer Sanctuary Pond (on Buffer Land)



**Photo 3** General view from within Birch Hall Park looking in a southeast direction at the pond from higher ground (photo taken 20/01/2014)






**Photo 4** General view on dam, looking in a northeast direction (photo taken 08/05/2013).

### Appendix 3 - Estimated Resource Requirements (Gateway 3)

Gateway	Task/Activity	Baldwins Pond (£k)		Birch Hall Park Pond (£k)		Totals at each Gateway for both Ponds Combined (k)
		£k	Staff (£k)	£k	Staff (£k)	
2	Considering outline options and drafting of outline options study		2		2	4
3*	Topographical Survey	5	1	5	1	
	Bathymetric Survey	5	1	5	1	
	Ground Investigation (Incl. Silt Testing, Bore Holes etc)	10	1.5	10	1.5	
	Panel Engineer Review	1	0.5	1	0.5	
	Sub-totals	21	4.0	21	4.0	50

#### Gateway Sources of Funding to reach next Gateway

2		4	Both Ponds - Epping Forest Local Risk
3		25	Epping Forest Local Risk Budget
3		25	City Surveyor's Additional Works Programme Provision for reservoir surveys

\* Tasks not yet complete but anticipated to be done to reach GW4.

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<b>Committee(s):</b>	<b>Date(s):</b>
Epping Forest and Commons	12 January 2015
<b>Subject:</b> Epping Forest Permission to operate Civil Marriages and Partnerships at the Queen Elizabeth's Hunting Lodge	<b>Public</b>
<b>Report of:</b> Superintendent of Epping Forest <b>SEF 01/15</b>	<b>For Decision</b>
<b>Summary</b>	
<p>This report outlines the opportunity to utilise the licensing regime under the Marriages Regulations 1995 to generate future income by permitting the use of Queen Elizabeth's Hunting Lodge (QEHL) for Marriages and Civil Partnership ceremonies. The significant heritage of the listed building and the idyllic surroundings of the Forest make the building very desirable as a venue for these ceremonies.</p> <p>The Visitor Services Team at Epping Forest currently host a number of private hire events at QEHL. It is possible for the Team to host ceremonies at this desired venue, whilst still providing daily access to public visitors, by restricting the number of ceremonies and carefully managing the booking process.</p> <p>In order to use QEHL as a venue for ceremonies a licence must be granted by the local authority, London Borough of Waltham Forest (LBWF), at a cost of £600 for a 3 year licence, together with appropriate public advertising costing £1,000.</p> <p>The estimated net income over the 3 year period (2015 – 2018) is £57,800.</p> <p>An update report will be brought to your January 2016 Committee to review the hosting of ceremonies at QEHL.</p>	
<b>Recommendation(s)</b>	
Members are asked to:	
<ul style="list-style-type: none"> <li>• Approve submission of an application to London Borough of Waltham Forest to licence Queen Elizabeth Hunting Lodge to host for marriage and civil partnership ceremonies.</li> <li>• Approve the use of QEHL for marriage and civil partnership ceremonies, for the licence period of 36 months.</li> <li>• Review the use of QEHL for marriage and civil partnership ceremonies at your January 2016 meeting.</li> </ul>	

## Main Report

### Background

1. It is proposed to use Queen Elizabeth's Hunting Lodge (QEHL) for marriages and civil partnerships, both as a source of income and to raise the profile of this building.
2. QEHL is a Grade II\* Listed building and one of the last remaining Tudor hunting stands in the country. This combined with the idyllic surroundings of the forest, makes the building very desirable as a venue for Marriages and Civil Partnerships ceremonies.
3. Annually, the UK wedding industry is worth £10 billion. In 2012, the average cost of a wedding was in the region of £12,000. Venue hire accounts, on average, for approximately 12% or £1,440, of this spend. (Source: Hitched.co.uk)
4. This is an opportunity to generate income and attract more visitors to the Epping Forest Gateway hub (QEHL, The View & Butler's Retreat).

### Current Position

5. QEHL is both a free public visitor attraction and a venue for hire for an array of events from learning sessions to private tours. It is open between 10am and 5pm daily, with the exception of Christmas Day and advertised closures for pre-booked private hire or educational group use.
6. Private hire bookings are currently charged at £500 per hour. Income from private hire has totalled £6,000 in the last 24 months.
7. The building has 3 floors; ground, first and second. Due to the infrastructure of the lodge, it is not possible to install an appropriate aid to make the building fully accessible for disabled visitors. Disabled access to the first and second floors is not provided.
8. QEHL itself has no public toilets but The View, adjacent, offers modern suitable public conveniences.
9. When hired for exclusive use, the building has been used successfully for externally catered events. These have included sit down meals, drinks/canapé service and wine tasting events.
10. QEHL has previously hosted Citizenship Ceremonies but is not currently licenced to undertake wedding or civil partnerships.
11. In addition to numerous in-person enquiries, Epping Forest members of staff have received in excess of 20 written requests for ceremonies to be carried out at QEHL, in the past 24 months.

### Options

12. **Option 1** – Approve the outlined proposal to request a licence and, subject to the licence being granted by LBWF, to use QEHL as a wedding and civil ceremony venue to generate income for Epping Forest. **This option is recommended.**

13. **Option 2** – Do not approve the application or use of QEHL for ceremonies therefore preventing income generation for Epping Forest. **This option is not recommended.**

## Proposals

14. Option 1 seeks to gain approval from your Committee to apply to the local authority, LBWF, for a licence to hold weddings and civil partnership ceremonies at QEHL. The location, aesthetics and history of the building make it desirable as a licenced wedding venue.
15. If granted, the licence would be for an initial period of three years.
16. It is proposed that the licence be sought to cover all three rooms of QEHL. This allows for maximum flexibility when hiring the venue, for example ground floor ceremonies to accommodate disabled hirers or guests.
17. Ceremonies would be recommended to take place on the second floor, with the first floor being used as a post-ceremony refreshment area for the couple and their guests.
18. The conditions of the venue licence include an assessment on accessibility, fire risk and health & safety. A review of the existing building documentation would be required in preparation for a licence application submission.
19. The building's nature and structure means it is only suitable for ceremonies or small reception celebrations, held before 5pm, with less than 40 people. However, travelling between ceremony and reception venues is common and the proximity of both Butler's Retreat/Royal Forest Hotel adds to the attraction of QEHL as a venue.
20. To ensure the building remains as a free historic visitor attraction, ceremonies will be capped at a maximum of 36 per annum. This comprises one weekend (Fri-Sun) and two mid-week (Mon-Thurs) ceremonies per month. No bookings would be permitted on Bank Holidays.
21. Each ceremony will be 2 hours in duration. This allows time for guest arrival, the marriage/civil partnership vows, post-ceremony refreshments and photography, in and around the building. Assuming for an adequate event preparation/set down, at least 2 hours public access would remain either before or after the ceremony.
22. Planned closures of QEHL, as a result of a ceremony, would be advertised, in advance, both at QEHL and online as is the case with current private hire arrangements.
23. An additional member of staff would be required for the duration of the booking to ensure the smooth running of the venue hire.
24. A non-refundable deposit of 20% will deter people from cancelling booked dates. This will prevent both inconveniencing public visitors and potential loss of income from another hirer. Bookings will only be confirmed once the deposit has been received and the terms and conditions agreed by both the hirer and City of London.

25. A tour of the building, prior to hire, would ensure hirers fully understand the complexities of hiring a Grade II\* listed building.
26. Vehicles have limited access to the site and exclusive car parking will not be provided. Sufficient parking at Barn Hoppit and Chingford Plain car parks is available.
27. The 2 hour exclusive hire ceremony packages will be charged at £1,500 (£1,800 inc. VAT) for weekday bookings and £2,000 (£2,400 inc. VAT) for weekends.
28. Packages include the exclusive use of QEHL, staff preparation and close down, use of facilities at the View and a licence to take photographs. The total cost would be subject to VAT.
29. Projected maximum gross income from weddings and civil partnership ceremonies per annum is £63,000 plus £12,600 VAT based on 18 mid-week ceremonies (£27,000) and 18 weekend ceremonies (£36,000).
30. In 2015, expectation is that six weddings/civil ceremonies will be performed at QEHL. It is anticipated that this will grow annually once the service is established.
31. The wedding and civil partnership venue licence fee is £600 for a three year licence.
32. LBWF stipulates that a three week Public Notice will be posted in a local newspaper, as part of the licence application, at cost to the applicant. It is expected that this will incur a cost of £1,000 to City of London.
33. Staffing cost is estimated at £100 per ceremony based on 5 hours at £20 per hour. Total staff cost projected in Year 1 is £600.
34. The estimated net income in Year 1 is of £8,300 (\*based on 50/50 split of weekday and weekend ceremonies). Projections for Year 1 and future years are as follows;

	Estimated number of ceremonies*	Estimated venue hire income**	Estimated staff cost	Estimated expenditure (licence fee & advert)	Gross income generated
Year 1	6	£10,500	£600	£1,600	£8,300
Year 2	12	£21,000	£1,200	0	£19,800
Year 3	18	£31,500	£1,800	0	£29,700
	<b>Total</b>				<b>£57,800</b>

\*\*estimates do not include potential additional income from catered ceremonies.

35. Refreshments, floral dressing and furniture hire are subject to additional agreement and charges to the hirer, at the agreed cost from approved suppliers with the exception of catering. Catering bookings must also use a City of London approved supplier and will incur an additional 10% commission fee.



36. It is the responsibility of the couple to arrange the legal formalities of the ceremony. Arranging the registrar, to conduct the ceremony, therefore would **not** be included in the venue hire.
37. Booking capacity and fees are to be reviewed annually by this Committee.

### **Corporate & Strategic Implications**

38. Open Spaces Business Plan (2014-17): This proposal links to the Open Spaces Business Plan strategic objective (2014/15) to generate income. 'Improving our use of resources through increased income generation and improved procurement'

### **Implications**

39. **Financial** - An initial outlay of £1,600 will be spent on licence application and associated advertising. Spend will be taken from local risk funding.
40. **Legal** -The Marriages (Approved Premises) Regulations 1995 allow civil marriages to take place regularly in hotels, stately homes, civic halls and similar premises without compromising the fundamental principles of English marriage law and Parliaments intention to maintain the solemnity of the occasion.
41. Section 8 of the Epping Forest Act 1878 Act states that "Queen Elizabeth Lodge, with the garden thereof, is hereby vested in the Conservators.....and shall be preserved and maintained by them as an object of public and antiquarian interest".
42. Section 76(1)(g) of the Public Health Acts Amendment Act 1907 (applied to Epping Forest by Section 4 of the City of London (Various Powers) Act 1933) gives power "To provide and maintain any ....buildings....and to charge for admission thereto".
43. The proposals do not offend the prohibition against alienation in section 7 of the 1878 Act, or any other requirements, subject to the arrangements, including the frequency of the events, being managed so as to preserve the primary purpose of QEHL as an object of public and antiquarian interest.
44. **HR** - Additional staffing requirement will utilise existing casual staff working at the Epping Forest Gateway hub. There are no other HR implications to report.
45. **Property** - A significant increase in visitor numbers and movement of furniture (to create a wedding ceremonial area) will cause extra wear and tear on the hunting lodge's structure, which may also have cost implications.
46. Therefore, the maintenance costs of the property will need to be closely monitored and if a significant increase is identified, there may be a need for some of the income to be used to be used to meet these additional costs.

## **Conclusion**

47. QEHL is a desirable venue for weddings and civil partnerships and offers the opportunity to generate income from the building.
48. By carefully managing the booking arrangements it is possible to offer couples the opportunity to hold a ceremony in this special venue whilst avoiding a conflict of use with new and existing public visitors.
49. Income from venue hire will contribute to savings required as part of the service based review, with the initial outlay a fraction of the potential income weddings or civil ceremonies could generate for Epping Forest.
50. The demand for ceremonies has been frequent evidencing a desire and need for the service. To be able to offer this service will help promote our services and the City of London's Open Spaces as a whole.

## **Appendices**

- None

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<b>Committee(s):</b>	<b>Date(s):</b>
Epping Forest and Commons	12 January 2015
<b>Subject:</b> Annual update of dog incidents within Epping Forest and the Buffer lands, 1 December 2013 to 30 November 2014	<b>Public</b>
<b>Report of:</b> Superintendent of Epping Forest <b>SEF 02/15</b>	<b>For Information</b>

### Summary

This report informs your Committee of the level of dog-related incidents, recorded on Epping Forest and the Buffer Lands that have been reported to Forest Keepers between December 2013 to November 2014, together with the number of prosecutions and official warning letters for dog-related offences. This annual report now covers a twelve month period between December through to November 2014 to allow year on year reporting of a comparative period.

This is the third annual report in this series and it shows that there is continuity in the figures shown for the five categories of incidents monitored and that further monitoring is necessary to identify any long term trends.

There have been 507 reported incidents from 1 December 2013 to 31 November 2014, identical to the overall figure for the same period in 2012/13. The latest figures confirm a continuing fall in a range of dog-related incidents, particularly dog attacks on people, other animals and other dogs. Dog fouling reports have also fallen. In contrast there has been a further increase of incidents involving dogs not under effective control, which have risen by 25.8% from 310 to 390 incidents.

The report also updates your Committee on the progress of the introduction of revised Dog Control Orders (DCOs) launched in January 2014 by the London Borough of Waltham Forest and plans to work with London Borough of Redbridge on the enforcement of their DCOs.

### **Recommendation(s)**

Members are asked to:

- Receive the report

## Main Report

### Background

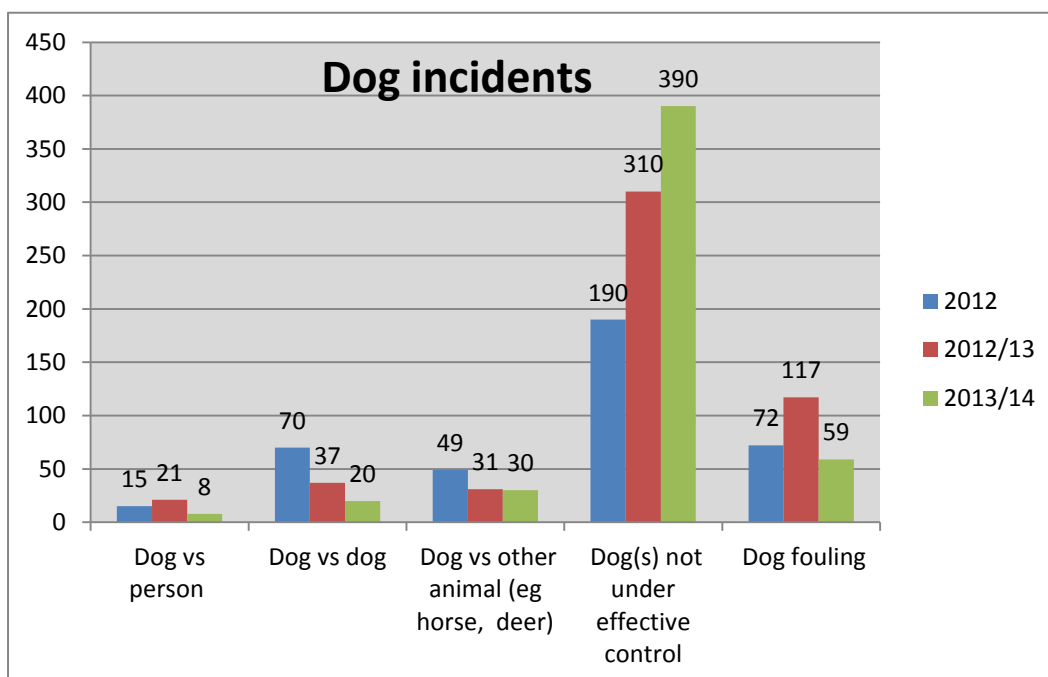
1. Sections 7(1) and 9 of the Epping Forest Act 1878 extend a clear statutory right for the public to use Epping Forest as an open space for recreation and enjoyment. Dogs are generally accepted in law as a 'natural accompaniment' to walkers, provided they are kept under control. While the Epping Forest Act 1878 does not refer specifically to dogs, byelaws can (and have) been made under section 36 to control dogs on Forest Land.
2. The Epping Forest Visitor Survey for 2014 calculates that dog walkers comprise 1,232,000 or 28% of all visits by dog walkers each year, compared to overall visits totalling 4.4 million per year. This shows an increase of 8% on the figures calculated by the 2010/11 visitor surveys, possibly though the use of refined survey techniques and timings. This is still lower than the national average for dog walking visits to Open Spaces which accounts for 51% of all walks in Open Spaces (Forestry Commission 2012). This difference may still reflect the general survey difficulties of intercepting visitors on such a large site and in particular the timings of the current Epping Forest survey work which may undercount early morning and late evening dog walking.
3. A number of surveys have also recognised that dog walking can have physical, psychological and social benefits for dog walkers and indeed dogs. There has been little companion research around the impact of the fear of harassment by uncontrolled dogs that may restrict public enjoyment of open spaces. Dogs are regularly cited in the nuisance related concerns raised by Epping Forest Visitor Survey questions, the figure from the 2014 survey is 19%, a marked increase on the 2012/13 figures and almost reflecting the highest result of 20% in 2010.
4. Dog walking can also conflict with Epping Forest's conservation management responsibilities. Epping Forest's conservation designation as a Site of Special Scientific Interest (4268.16 acres – 70%), and Special Area of Conservation (3964.35 acres – 65%) place responsibilities on the Conservators to positively manage the Forest for species and the habitat interest. Conversely, uncontrolled dog walking can disturb ground nesting birds; disturb wildlife especially deer, sometimes resulting in Deer Vehicle Collisions, while dog faeces and urine are a major source of nutrient enrichment in soils.
5. Your Committee of 10 May 2004 approved the Epping Forest Management Plan 2004 – 2010. That document sets out broad principles by which the Conservators intend to manage the sometimes contradictory pressures arising from its six statutory responsibilities and the conflicts that inevitably arise from shared public use of open spaces. Greater emphasis will be placed on the management of dog-related matters in the new Management Plan.

6. The continuing popularity (see 2) of Epping Forest with dog walkers provides a real challenge in managing the impacts of dogs on Forest Land. In 2009 and following consultation with visitors, the site introduced a 'PAWS in the Forest' education-based scheme designed to promote responsible dog ownership in Epping Forest and a dedicated forum for dog walkers. More recently Forest Keepers have organised several successful events such as "Paws in the Park" and "Paws at the View" along with other dog training and behaviour lectures at various sites around the Forest. This has strengthened the Conservator's overall commitment to healthy exercise and good behaviour for dogs and their owners.
7. The Clean Neighbourhoods and Environment Act 2005 introduced powers for Primary Authorities to make Dog Control Orders (DCOs). The Common Council of the City of London was designated as a Secondary Authority from 31st May 2012 in its open spaces outside the City. This enables it to make DCOs where the relevant Primary Authority has not already made an Order in respect of the same offence on the same land.
8. As outlined in a report to your Committee of 10 September 2012 (Appendix 2), a number of Primary Authorities have implemented DCOs affecting Forest Land. The London Boroughs of Newham (LBN), Redbridge (LBR) and Waltham Forest (LBWF) have all introduced DCOs for public open space in their jurisdiction. The LBN 2010 and 2011 DCOs cover Forest Land at Manor and Wanstead Flats, while the LBR 2010 DCOs include all Forest Land from Wanstead Flats to Woodford Green. The LBWF introduced new DCOs in 2014 which now include Epping Forest land and after training Epping Forest Keepers will be authorised to record breaches of the said DCOs and to carry out joint enforcement operations with LBWF officers.
9. In 2012 Epping Forest District Council (EFDC), after consultation with the Public and the City of London, introduced three DCOs to cover all land open to the public within the whole of the District including land owned by the City of London, as reported in the above mentioned report to your Committee. Epping Forest Keepers are authorised to record breaches of the said DCOs and to carry out joint enforcement operations with EFDC officers.

### **Current Position**

10. There have been 507 dog-related incidents reported to the Epping Forest Conservators during the period 1 December 2013 to 30 November 2014, exactly the same overall figure as during the same period in 2013/12. This included 8 dog attacks on members of the public (down 13 or 62% in previous year); 20 dog attacks on other dogs (down by 17 or 46%); 30 dog attacks on other animals, principally horses, together with a further 390 incidents of dogs not being under effective control (up 80 or 26%). See Table 1 below.

**Table 1**



11. There have been no prosecutions for dog-related offences in the current year, but one official warning letter has been issued by the Superintendent for dog-related offences during the period of this report. The figures in Table 1, above, show a decrease in four of the areas monitored. While there is a marked increase in the number of “dogs not under effective control” reported to Forest Keepers.
12. Forest Keepers are currently in discussion with Officers from the London Borough of Redbridge in an effort to form a working partnership with them to carry out joint enforcement of their DCOs that include Forest land as outlined in 8. Above.

### **Corporate & Strategic Implications**

13. The City Together Strategy is directly supported by the enforcement of byelaws within the City of London Open Spaces. In particular this strategy matches the *City Together* theme of “a World Class City which – protects, promotes and enhances our environment:
  - To promote and enhance safe access to the City Of London Open Spaces;
  - To improve people’s health, safety and welfare within the City Of London Open Spaces environment through proactive and reactive advice and enforcement activities;
  - To protect and enhance the City of London Open Spaces environment and public realm;

- To conserve and enhance biodiversity within the City of London Open Spaces;
- To continue to ensure the City of London Open Spaces are a safe place in which to do business, work, visit and live

## Implications

14. **Financial** - There are no immediate costs associated with the support of EFDC and LBWF DCOs. Epping Forest would expect to meet the costs of any training required to enable Forest Keepers to support LBWF Officers with enforcing their DCOs. The income from FPNs would be received by the relevant local authority.
15. **Legal** - The Clean Neighbourhoods and Environment Act 2005 and associated regulations (Dog Control Orders (Prescribed Offences and Penalties, etc.) Regulations 2006 and the Dog Control Orders (Procedures) Regulations 2006) allow local authorities, parish councils and some other bodies to introduce DCOs. They provide for five offences to be prescribed in a Dog Control Order:
  - 15.2. failing to remove dog faeces;
  - 15.3. not keeping a dog on a lead;
  - 15.4. not putting, and keeping, a dog on a lead when directed to do so by an authorised officer;
  - 15.5. permitting a dog to enter land from which dogs are excluded;
  - 15.6. taking more than a specified number of dogs onto land.
16. The above legislation has now been superseded by “The Anti-Social Behaviour, Crime and Policing Act (2014) which gives new powers to local authorities and the police to deal with irresponsible dog owners.
17. The new law came into effect on 20 October and includes Community Protection Notices which are intended to reduce the number of irresponsible owners that allow their dogs to be out of control in public places, by targeting them at the first signs of anti-social behaviour.
18. **HR** - The Forest Keepers at Epping Forest currently issue summonses in the magistrates’ court for offences under the Epping Forest byelaws and the Environmental Protection Act 1990. It is proposed that they will also enforce the DCOs through the issue of FPNs alongside Local Authority Enforcement Officers, Local Authority Dog Wardens and Local Neighbourhood Policing Teams Police Community Support Officers. Training has already been given by EFDC and will also be given by LBWF.

## **Conclusion**

19. Dog walking is undoubtedly an important pursuit for a substantial number of visitors to Epping Forest. The figure of 507 reported incidents represents a very small percentage (0.04%) of the estimated 1,232,000 dog visits to Epping Forest. While the benefits of dog walking to individual visitors are very clear, a lack of effective dog control and responsibility by owners can have a detrimental impact for some Forest visitors; their dogs; wildlife and the wider environment.
20. The introduction of DCOs with growing consistency across all public open space in Epping Forest District, including City of London Epping Forest land, is a good example of inter-Authority cooperation and offers a real opportunity to encourage consistent and responsible dog ownership which should benefit all visitors to Epping Forest and its wider environment.

## **Appendices**

- None

## **Background Papers:**

Epping Forest and Commons Committee 10 September 2012  
SEF 25/12

Consultation by Epping Forest District Council on the introduction of three Dog Control Orders on public open space, currently including Epping Forest Land

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<b>Committee(s):</b>	<b>Date(s):</b>
Epping Forest and Commons	12 January 2015
<b>Subject:</b>	<b>Public</b>
Epping Forest Licence and Produce Charges	
<b>Report of:</b>	<b>For Decision</b>
Superintendent of Epping Forest <b>SEF 03/15</b>	

### Summary

This report updates your Committee on the charges levied for the management of various Forest licences and produce sales at Epping Forest and seeks approval for the proposed charges for 2015/16.

The licencing of activity (excluding filming and photography) on Forest Land and sales of produce has raised a total of £27,326.43 so far in the 2014/15 financial year. Horse Riding Licences raised £12,015.62 + VAT, the licencing of regulatory activity realised £9,724.00, while produce sales have generated £2,155.43.

In line with the Service Based Review targets for increased income between 2015/16 – 2017/18, it is proposed that charges for licences and produce sales in 2015/16, be raised by a figure of 10% with the exception of Horse Licence charges. Horse Licence charges have remained fixed since their introduction in 2003. The proposal is to raise those charges in line with the guidance outlined in the “Additional Byelaws for the Regulation of Horseriding” which amounts to a 37.5% increase.

### Recommendation(s)

Members are asked to:

- Approve the proposed charges for 2015/16
- Serve the appropriate statutory notice upon the public for changes to horse licence charges
- Approve the delegation to the Superintendent of discretionary powers to set terms and conditions and impose deposit arrangements for licences, and to set charges in the case of unusual licence requests.

## **Main Report**

### **Background**

1. Requests are received for various services requiring the temporary use of Forest Land from the many properties that border, or are enclosed by, the Forest. These properties often have no direct access to the frontage, side or rear of their curtilages or space to place skips; site scaffolding or temporarily store building materials during repair or development works. The Conservators normally levy a charge on such activities. When a request is received an inspection is carried out by a Forest Keeper to ascertain if a licence should be granted for use of Forest Land.
2. Consideration is always taken as to the Conservators' duties under the Epping Forest Acts 1878 and 1880 and whether any damage to Forest Land may occur and if that is the case; either a refundable deposit or bond is taken to cover any repairs to damage of Forest Land, or in some cases the licence request is refused.
3. Charges for the use of Forest Land have been benchmarked by comparison with charges levied by surrounding local authorities. The charges are shown on the Epping Forest website.
4. Land Management activities at Epping Forest have traditionally generated a range of timber arisings including logs, poles, brush and chippings. In recent years a significant proportion of the material has been left on the Forest floor to support fungi and invertebrates, which depend on dead or decaying wood. Most surplus chippings have been disposed of through on-farm compost and land improvement schemes. The new Management and Operational Plans seek to minimise the production of arisings and market cordwood to whole-sale firewood merchants. In the meantime, in line with previous custom and practice, staff are able to purchase logs at a discount price.
5. As a result of the necessity to cull deer on the Forest, the Buffer Lands and in the Deer Sanctuary, venison is available for wholesale. Most of the venison produced is sold as carcasses direct to game dealers, with some being processed by a local butcher and made available for sale to staff.
6. The income from filming and photography is the subject of a separate report made annually by the Department to the Open Spaces Committee.

### **Current Position**

7. The additional byelaws for the regulation of Horse Riding were introduced at Epping Forest on 20 June 2003. The first licences being sold to riders in April 2004. The fees that can be charged for horse-riding licences are set out in the byelaws, and are the only licence charges that have remained static since introduction. Prices for licences are set having regard to matters set out in the byelaws, they can be reviewed from time to time, and can only rise by the Retail Price Index from the period that the prices were last reviewed.

8. The charges levied under the Horse Riding licence scheme were designed to realise 50% of the costs of maintaining surfaced and posted rides which are the only available access for horses during the closed riding season.
9. In recent years the Conservators have invested up to £60,000 annually in the maintenance of the surfaced ride network, outstripping the contribution available from the Horse-riding Licencing Scheme.
10. The current Horse Riding Licence fees have not been reviewed since they were introduced at Epping Forest in 2003. Some 443 licences were sold in 2014 generating income of £12,015.62 + VAT. The typical Public Full Registration Year Licence costs £40.00 and comprises £33.33 in licence fees and £6.67 in Value Added Tax at 20%.
11. The Epping Forest Additional Byelaws for Horse Riding Part III clearly articulates the cost revision mechanism. Using annual Retail Price Index (RPI) calculations set by the Office for National Statistics the current £33.33 Licence would rise to 45.83 together with 20% VAT of £9.17 comprising a new licence fee figure of £55.00. Based on the current level of licences sold the income for Horse Licences will rise from the current £12,015.62 + VAT to an estimated £20,300. Based on recent expenditure this reviewed figure will not meet the 50% contributory formula based on current surfaced ride maintenance expenses.
12. Both logs and venison are sold to staff at a discount price, see Table 1 below.
13. The income generated from log sales, venison sales and miscellaneous charges provides a regular, steady income for very little outlay or risk. At the time of writing this has amounted to £853.60 for venison, £1,301.83 for logs, £9,724 for local regulatory licences (excluding filming and photography) and £12,015.62 + VAT for horse riding licences, a total of £27,326.43 so far in 2014/15. The total raised in 2013/14 was £24,679.89 (excluding filming). Horse riding licences generated £12,722.99 + VAT, while income from local licences was £9,724.00.

## **Proposals**

14. In line with the Service Based Review targets for 2015/16 to 2017/18, which require savings totalling £492,000 at Epping Forest, it is proposed that all charges for 2015/16, except for horse riding licences, are increased by 10%, 7.7% ahead of inflation.
15. Following the ten years of fixed prices for licence fees and the absorption of the VAT increase of 2.5% in 2011, it is further proposed that horse riding licences are raised in line with the conditions laid out in the Additional Byelaws for Horseriding Part III 14(3)&(4). This amounts to an increase of 37.5% and that VAT is also charged on the fee. See paragraph 7 above and Table 1 below
16. A list of proposed charges for 2014/15 is shown in Table 1 below.

**Table 1**

<b>ITEM</b>		<b>CHARGES 2014/15</b>	<b>PROPOSED CHARGES 2015/16</b>
<u>Horse Riding Licences</u>	Public Full Registration Year Weekly Registration Riding School Full Registration Year	£40.00 Inc. VAT £5.00 Inc. VAT  £50-00 Inc. VAT	£55.00 inc VAT £6.80 inc VAT  £69.00 inc VAT
<u>Skips</u>	per week	£51.50 (VAT exempt)per week	£57.00 (VAT exempt) per week
<u>Hire of car parks for events or contractor compounds</u>	Large (i.e. Bury Rd) Medium (i.e. Fairmead Oak) Small (i.e. Earls Path) Compounds/storage on Forest land	£515.00 per day £310.00 per day £103.00 per day £0.42 per M <sup>2</sup> per day	£566.00 per day £341.00 per day £113.00 per day £0.46 per M <sup>2</sup> per day. Min overall charge of £57.00
<u>Events and Activities</u>	Fitness Training  Running, walking & cycling events  Horse Riding Events	£10.50 per session (VAT exempt) +£51.50 Administration Fee £77.50 event fee +£1.55 per entrant  £77.50 event fee + Horse Licences	£11.50 per session (VAT exempt) +£57 Administration Fee £85.00 event fee + £1.70 per entrant  £85.00 event fee + Horse Licences
<u>Scaffolding</u>		£0.42 per M <sup>2</sup> per day	£0.46 per M <sup>2</sup> per day. Min overall charge of £57.00
<u>Logs (for fuel)</u>	Staff only	£26.00 per M <sup>3</sup> + 5% VAT (£1.30)	£29.00 per M <sup>3</sup> + VAT @ 5%(£1.45)
<u>Venison</u>	Burgers  Sausages Diced Haunch Saddle	£0.95 each (VAT exempt) £6.20 per bag (9) £7.25 per kilo £12.40 per kilo £16.50 per kilo	£1.00 each (VAT exempt) £6.80 per bag (9) £8.00 per kilo £13.50 per kilo £18.00 per kilo

## Corporate & Strategic Implications

17. The issuing of licences for the use of Forest land supports the City Together Strategy theme 'A World Class City which protects, promotes and enhances our environment. This is linked to the associated Open Spaces Strategic Aim "Provide safe, secure and accessible Open Spaces and services for the benefit of London and the Nation".
18. The sale of wood and venison supports the City Together Strategy theme 'A World Class City which protects, promotes and enhances our environment. **This is linked to the associated Open Spaces Departmental Objective "Ensure that measures to promote sustainability, biodiversity and heritage are embedded in the Department's work"**

## Implications

19. **Finance:** The City's Financial Regulations require all departments to recover full costs when setting charges to persons or external organisations, or submit reason 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 that provide, after taking into account local considerations and priorities.
20. The total raised by licenced activity in Epping Forest so far in 2014/15 is £21,739.62 (excluding filming). Horse riding licences generated £12,015.62 + VAT while income from local licences was £9,724.00.
21. The income from the sale of produce for 2014/15 is to date £2,155.43 comprising £1,301.83 through the sale of firewood and £853.60 through the sale of venison to staff.
22. Licence Charges and fees have been raised by 10%. Some 7.7% above inflation to reflect the outcome of the recent Service Based Review, which aims to recover a further £10,000 in income from all licencing and events activity.
23. **Legal** – Additional Byelaws for Horse Riding Regulations - The charges shall be reviewed and fixed from time to time by the Conservators in accordance with Section 10 of the City of London (Various Powers) Act 1990 by reference to: a) the reasonable cost of the maintenance of the ways designated for the riding and exercising of horses; and (b) the reasonable cost of the provision of regulation of the riding of horses in the Forest. Notwithstanding the foregoing provisions of this Article, any increases to the charges shall be limited to no more than the increase in the Retail Prices Index for the period that has elapsed since each of the charges being increased were last fixed. The Conservators shall take all reasonable steps to notify the public of any fresh charges fixed hereunder not less than fourteen days before they take effect.
24. In these byelaws "Retail Prices Index" means the general index of retail prices for all items published by the Central Statistical Office of the Chancellor of the Exchequer. If that index is not published for a month, which is relevant for the

purposes of Article 14(3), it is to be construed as referring to any substituted index or index figures published by that Office.

25. **Property:** Licensing various 3rd party temporary activities that the City is willing to permit upon the Forest should ensure that the City retains full and proper control of the Forest and able to prevent misuse.

### **Conclusion**

26. The licensing of activities on Forest land is necessary to ensure no possessory rights are conceded and that the use of Forest Land is properly regulated and recognised through a standard charge wherever possible.
27. The above inflation increases to charges are necessary to enable the City of London to help manage the reduction in deficit funding of £492,000 between 2015/16 and 2017/18.

### **Appendices**

- Appendix 1 – Additional Byelaws for the Regulations of Horse Riding

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CORPORATION  
OF LONDON

**EPPING FOREST**

**ADDITIONAL BYELAWS FOR  
THE REGULATION OF HORSERIDING**

CORPORATION OF LONDON  
EPPING FOREST

ADDITIONAL BYELAWS for the regulation of the riding of horses in Epping Forest for recreation and amusement made by the Mayor and Commonalty and Citizens of the City of London in pursuance of their powers under the Epping Forest Act 1878, Section 36, the Epping Forest Act 1880, Section 5, the City of London (Various Powers) Act 1977, Section 10 and the City of London (Various Powers) Act 1990, Sections 9 and 10.

1. In these Byelaws the expression "the principal Byelaws" means the Byelaws relating to Epping Forest made by the Mayor and Commonalty and Citizens of the City of London on the 14th day of December 1979 and allowed by the Ranger on the 11th March 1980.

2. From the date of the coming into operation of these Byelaws Byelaw 1 of the principal Byelaws shall be amended to include the following definitions:

"bridleway" and "byway open to all traffic" shall have the meanings respectively given by Section 66 of the Wildlife and Countryside Act 1981; and "definitive map and statement" means the definitive map and statement operative under Part III of the Wildlife and Countryside Act 1981.

3. From the date of the coming into operation of these Byelaws the following Byelaw shall be added to the principal Byelaws as Byelaw 3(26A) and the following Schedule shall be added to the principal Byelaws as the Sixth Schedule.

"Riding by any person of a horse in the Forest for recreation and amusement in breach of Article 1 of the Sixth Schedule hereto.

Provided that this byelaw shall not apply to the riding of horses on public bridleways or byways open to all traffic or on the areas coloured green on the maps annexed to these Byelaws.

For the avoidance of doubt, this Byelaw shall not be interpreted or applied in such a way as to interfere with or limit the enjoyment by all persons interested in the Forest of their respective rights in the Forest as recognised by Section 36(viii)A of the Epping Forest Act 1878."



## THE SIXTH SCHEDULE

### Part I - Offences

1. Save as provided in Article 12, any person riding a horse in the Forest for recreation and amusement shall be registered with the Conservators in accordance with the provisions of this Schedule.

### Part II - Registration under the Scheme

2. Any person may apply to the Conservators to be registered in accordance with the provisions of this Scheme. A person may apply to be registered for a registration year or for a week. A registration year shall run from the 1st April to the 31st March. If an application for registration is accepted during the course of a registration year, any yearly registration shall expire on the 31st March next after the date of registration.
3. An application for a yearly or weekly registration may be made in writing or orally by personal attendance or telephone at the office of the Superintendent at The Warren, Loughton, Essex or in such other manner and in such other place as the Conservators may from time to time determine. Additionally, an application for a weekly registration may be made at the Forest Information Centre, High Beach, Loughton until the Conservators otherwise determine.
4. Subject to Article 9 and the rest of this Part and Parts III and IV of this Schedule, on receiving an application for registration, the Conservators shall:
  - (a) register an applicant and
  - (b) issue in his name one identity disc (hereinafter referred to as a "disc")
5.
  - (1) The proprietor of a riding school may, if he wishes, apply for a riding school registration for a registration year. Articles 2 and 3 shall apply to an application made by a riding school proprietor as if it were an application for a yearly registration under Article 2. On receiving such an application, the Conservators shall grant a riding school registration and shall issue the riding school proprietor with one disc in his name for each horse that he intends to make available to customers resorting to the Forest for amusement and recreation. The Conservators may issue an additional disc to a registered riding school proprietor for each additional horse that he intends to make available to customers on payment of the appropriate charges under Article 14.
  - (2) A maximum of three people may, if they so wish, apply together for a joint permit to ride, such application to be made by a single application in accordance with Article 3. On receiving such an application, the Conservators shall register the joint applicants as joint permit holders and shall issue in their joint names a single disc to be shared between them accordingly.
6. Each disc issued under this Scheme shall be valid for the period for which the registration is granted.

7. The Conservators may issue a replacement disc on payment of the charge for a replacement disc set out in Article 14(2).
8. (1) A person may apply to the Conservators to have his yearly registration cancelled. A riding school proprietor may apply to have a yearly riding school registration cancelled or may apply to return one or more of the discs issued to him. A group of persons holding a joint permit to ride together may apply to the Conservators to have their joint yearly registration cancelled.
- (2) The Conservators shall accept any application referred to in Article 8(1) and, upon the return of the disc or discs issued to the person(s) concerned shall cancel the registration and shall return a proportion of the charges paid under Article 14 calculated in accordance with the following formula:

$$\frac{\text{The Yearly Charge} - \text{the cost of issuing the disc}}{\text{number of full weeks remaining}} \times \text{The cost of making the refund}$$

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52

where:

- (a) the yearly charge is that determined by Article 14;
- (b) the cost of issuing the disc is £5.00;
- (c) the number of full weeks remaining is the number of full weeks between the date of the application to cancel the registration and 31st March next; and
- (d) the cost of making the refund is £3.00.
9. (1) Where a person has previously had a disc issued in his name under Articles 4 or 5(1) and that person applies to renew a registration he shall pay the appropriate charge required under Article 14 at the time of making such an application. Until such time as the charge is paid, the Conservators may refuse to grant such an application and may refuse to issue a disc.
- (2) Where a group of persons have previously had a disc issued in their joint names under Article 5(2) and those persons apply to renew a registration they shall pay the appropriate charge required under Article 14 at the time of making such an application. Until such time as the charge is paid, the Conservators may refuse to grant such an application and may refuse to issue a disc.
- (3) Where the Conservators in exercise of their powers under Article 18 refuse to renew the registration of a person previously registered under Article 4, and where that person has paid the charge prior to such a refusal, the Conservators shall return the charge to the applicant forthwith.

- (4) Where the Conservators in exercise of their powers under Article 18 refuse to renew a joint registration previously registered under Article 5(2), and where the joint applicants have paid the charge prior to such a refusal, the Conservators shall return the charge to the joint applicants forthwith.

**Part III - Terms and Conditions upon which a Person is Registered to Ride a Horse in the Forest**

10. Save as provided in Article 12, any person riding in the Forest for recreation and amusement shall display a valid disc issued to him on the left hand side of the bridle of the horse he is riding or, with the prior written consent of the Conservators, on the saddle.
11. Save as provided in Article 12, any person in whose name a disc has been issued under Article 4 shall display only that disc and no other disc whilst riding in the Forest for recreation and amusement.
12. (1) A customer of a riding school riding in the Forest for recreation and amusement may display a disc which has been issued to a riding school proprietor under Article 5(1) and providing he is displaying such a disc he need not be registered under Article 4.
- (2) A person registered as a joint permit holder under Article 5(2) riding in the Forest for recreation and amusement shall display, in accordance with Article 10, the valid disc he and his fellow joint applicants were issued with under Article 5(2) and, providing he is displaying such a disc, he need not be registered under Article 4.
13. Any person to whom a disc has been issued shall not allow that disc to be used by any other person for the purposes of riding in the Forest except that:
- (i) a riding school proprietor may make a disc issued to him available to a customer at his riding school; and
- (ii) a disc issued under Article 5(2) may be used by any one of the registered joint permit holders for that disc.
14. (1) The following charges shall be payable in respect of each disc issued under this Scheme:-
- (i) In the case of an individual application under Article 4 by a person aged sixteen years or over:
- (a) The charge for each disc issued for a full registration year shall be £40.00;
- (b) The charge for each disc issued for a weekly registration shall be £5.00;

- (c) The charge for each disc issued for part of a registration year shall be:
  - (i) £32.00 for applications received in the quarter commencing 1st July;
  - (ii) £23.00 for applications received in the quarter commencing 1st October;
  - (iii) £14.00 for applications received in the quarter commencing 1st January.
  
- (ii) In the case of an individual application under Article 4 by a person aged under sixteen years:
  - (a) The charge for each disc issued for a full registration year shall be £20.00;
  - (b) The charge for each disc issued for a weekly registration shall be £2.50;
  - (c) The charge for each disc issued for part of a registration year shall be:-
    - (i) £16.00 for applications received in the quarter commencing 1st July;
    - (ii) £11.50 for applications received in the quarter commencing 1st October;
    - (iii) £7.00 for applications received in the quarter commencing 1st January.
  
- (iii) In the case of a proprietor of a riding school:
  - (a) The charge for the registration of a riding school for a full registration year shall be £50.00
  - (b) The charge for the registration of a riding school for part of a registration year shall be:-
    - (i) £39.00 for applications received in the quarter commencing 1<sup>st</sup> July;
    - (ii) £28.00 for applications received in the quarter commencing 1<sup>st</sup> October;
    - (iii) £17.00 for applications received in the quarter commencing 1<sup>st</sup> January.

- (iv) In the case of a joint application under Article 5(2), where at least one of the joint applicants is a person aged sixteen years or over:
  - (a) The charge for each disc issued for a full registration year shall be £40.00;
  - (b) The charge for each disc issued for a weekly registration shall be £5.00;
  - (c) The charge for each disc issued for part of a registration year shall be:
    - (i) £32.00 for applications received in the quarter commencing 1st July;
    - (ii) £23.00 for applications received in the quarter commencing 1st October;
    - (iii) £14.00 for applications received in the quarter commencing 1st January.
- (v) In the case of a joint application under Article 5(2), where all of the joint applicants are persons aged under sixteen years:
  - (a) The charge for each disc issued for a full registration year shall be £20.00;
  - (b) The charge for each disc issued for a weekly registration shall be £2.50;
  - (c) The charge for each disc issued for part of a registration year shall be:-
    - (i) £16.00 for applications received in the quarter commencing 1st July;
    - (ii) £11.50 for applications received in the quarter commencing 1st October;
    - (iii) £7.00 for applications received in the quarter commencing 1st January.
- (2) The charge for a replacement disc issued to any person under Articles 4 or 5(1) shall be £5 with a reduced rate of £2.50 for persons under sixteen years of age. In the case of a disc issued under Article 5(2), the charge for a replacement disc shall be £5 unless all of the registered joint permit holders for that disc are persons aged under sixteen years, in which case the charge for a replacement disc shall be £2.50.
- (3) The charges shall be reviewed and fixed from time to time by the Conservators in accordance with Section 10 of the City of London (Various Powers) Act 1990 by reference to: (a) the reasonable cost of the maintenance of the ways designated for the riding and exercising of horses in the Forest; and (b) the reasonable cost of the provision of regulation of the riding of horses in the

Forest. Notwithstanding the foregoing provisions of this Article, any increases to the charges shall be limited to no more than the increase in the Retail Prices Index for the period that has elapsed since each of the charges being increased were last fixed. The Conservators shall take all reasonable steps to notify the public of any fresh charges fixed hereunder not less than fourteen days before they take effect.

- (4) In these byelaws "Retail Prices Index" means the general index of retail prices for all items published by the Central Statistical Office of the Chancellor of the Exchequer. If that index is not published for a month which is relevant for the purposes of Article 14(3), it is to be construed as referring to any substituted index or index figures published by that Office.
15. The Conservators may waive all or part of the charges payable under Article 14 in respect of applications received from registered charities and other charitable organisations engaged in the provision of riding for disabled or disadvantaged children or adults.
16. Where a person (or in the case of a joint registration, a group of persons) has not previously been issued with a disc or has previously been issued with a disc but has not paid the charges at the time of the application for renewal of registration in accordance with Article 9, the charges under Article 14 are payable within twenty-four hours of the issuing of a disc in the case of registration for a week and within fourteen days of the issuing of a disc in the case of registration for any other period. The Conservators may revoke a registration and require the return of a disc in the event that any charges remain unpaid at the expiry of twenty-four hours or fourteen days as the case may be. No person shall use or display a disc following receipt of a request for the return of the disc.
17. Without prejudice to Article 16, the Conservators may institute proceedings for the recovery of any unpaid charges, together with the costs thereof, in the county court.

#### **Part IV - Revocation of Registration, Refusal to Renew Registration and Appeal Procedure**

18. (1) Without prejudice to Article 16, the Conservators may revoke an individual registration and require the return of a disc or may refuse to renew an individual registration where:-
  - (a) the person concerned rides a horse in the Forest for recreation and amusement in breach of one or both Articles 10 or 11; or
  - (b) the person concerned allows his disc to be used by any other person for the purposes of riding in the Forest in breach of Article 13; or
  - (c) the Conservators reasonably consider that, in their opinion, the person concerned is not a fit and proper person to ride in the Forest.

- (2) The Conservators may decide that a person may not display a disc issued to a riding school proprietor as provided for under Article 12(1) above where they reasonably consider that, in their opinion, the person is not a fit and proper person to ride in the Forest.
  - (3) Without prejudice to Article 16, the Conservators may revoke a joint registration and require the return of a disc or may refuse to renew a joint registration where:-
    - (a) one or more of the registered joint permit holders rides a horse in the Forest for recreation and amusement in breach of Article 12(2); or
    - (b) one or more of the registered joint permit holders allows the disc with which they were jointly issued to be used by any person other than the registered joint permit holders for the purposes of riding in the Forest in breach of Article 13; or
    - (c) the Conservators reasonably consider that, in their opinion, one or more of the registered joint permit holders is not a fit and proper person to ride in the Forest.
19. Before exercising any of the powers conferred by Article 18, the Conservators must first give the person(s) concerned notification in writing of the decision that they propose to make under Article 18 and must state the reason therefor in the notification. The person(s) concerned may, within fourteen days of receipt of the notification, make written representations to the Conservators as to why the Conservators should not make that decision.
20.
  - (1) Where the Conservators propose to refuse to renew any registration previously granted under Article 4, the person concerned shall be granted a temporary registration and shall be issued with a temporary disc.
  - (2) Where the Conservators propose to refuse to renew any registration previously granted under Article 5(2), the persons concerned shall be granted a temporary joint registration and shall be issued with a temporary disc to be shared between them accordingly.
  - (3) Any temporary registration granted under this Article shall continue in force and a temporary disc shall be valid until the period for appealing against any decision made by the Conservators shall have expired, or where an appeal against any such decision is lodged, until that appeal is disposed of by the Disciplinary Committee or is withdrawn.
21.
  - (1) On the expiry of the fourteen day period for receiving written representations as referred to in Article 19, the Conservators shall:-
    - (a) make a decision pursuant to their powers under Article 18; and
    - (b) send the person(s) concerned notification in writing of their decision and their reasons therefor.

- (2) Any such decision shall take effect fourteen days from the date of receipt by the person(s) concerned of the notification of the decision unless an appeal is made under Article 22.
  - (3) Where an appeal is made under Article 22 and that appeal is subsequently withdrawn, the decision of the Conservators shall take effect from the date of the withdrawal of that appeal.
22. Any person(s) aggrieved may appeal to a Committee of the Court of Common Council constituted to hear such appeals, such Committee being known as the Disciplinary Committee, against:
  - (a) a decision made under Article 16 that a registration be revoked and requiring the return of a disc; or
  - (b) any decision made pursuant to Article 18.
23. Any appeal under Article 22 must be made in writing to the Town Clerk, The Corporation of London, Guildhall, London, EC2P 2EJ within fourteen days of the receipt by the person(s) concerned of the notification of any request made under Article 16 or of any decision taken by the Conservators under Article 18.
24. An appeal will be heard by the Disciplinary Committee at the Corporation of London, Guildhall, London, EC2P 2EJ or at such other place as the Disciplinary Committee may decide. The appellant(s) may appear in person or be represented and will be able to present his (or their) case, call witnesses on his (or their) own behalf and cross-examine witnesses called on behalf of the Conservators. The Conservators may be represented by the Superintendent or by such other representative as they may appoint. The Superintendent, or such other representative as the Conservators may appoint, may present the case for the Conservators, call witnesses on behalf of the Conservators and cross-examine witnesses called on behalf of the appellant(s).
25.
  - (1) The Disciplinary Committee may dismiss the appeal and confirm the decision of the Conservators or may reverse the decision of the Conservators. Notification of the decision of the Disciplinary Committee will be given in writing to the appellant(s) and to the Conservators as soon as possible after the hearing. The decision will be final and will take effect from the receipt of the notification of decision by the appellant(s).
  - (2) In the event that the Disciplinary Committee dismisses an appeal against a decision taken under Articles 16, 18(1) or 18(3), the appellant(s) shall return any disc or temporary disc issued to him (or them) forthwith upon receipt of notification of the decision of the Disciplinary Committee. In any such case, the Conservators shall return a proportion of the charge paid under Article 14, such proportion to be calculated using the formula set out in Article 8(2) except that the number of full weeks remaining shall be the number of full weeks from the date upon which the decision of the Disciplinary Committee takes effect until the 31st March next.

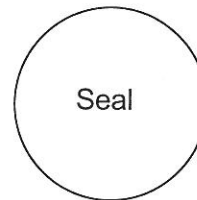


- (3) In the event that the Disciplinary Committee allow an appeal against a decision under Article 18(1) to refuse to register, the Conservators shall forthwith grant the registration applied for in accordance with Article 4.
- (4) In the event that the Disciplinary Committee allow an appeal against a decision under Article 18(3) to refuse to register, the Conservators shall forthwith grant the registration applied for in accordance with Article 5(2).
26. Where a notification of a request made under Article 16 or of a decision made under Articles 18, 21 or 23 is sent by first-class post to the last address given by the person(s) concerned, the person(s) concerned shall be deemed to have received such a notice on the second working day after the date of posting, unless the person(s) concerned proves to the contrary.

Dated the 22nd day of June 2001

THE COMMON SEAL of THE MAYOR AND  
COMMONALTY AND CITIZENS OF THE  
CITY OF LONDON was hereunto  
affixed in the presence of:-

D M Raggatt  
Assistant City Solicitor



I allow the foregoing Byelaws

Richard

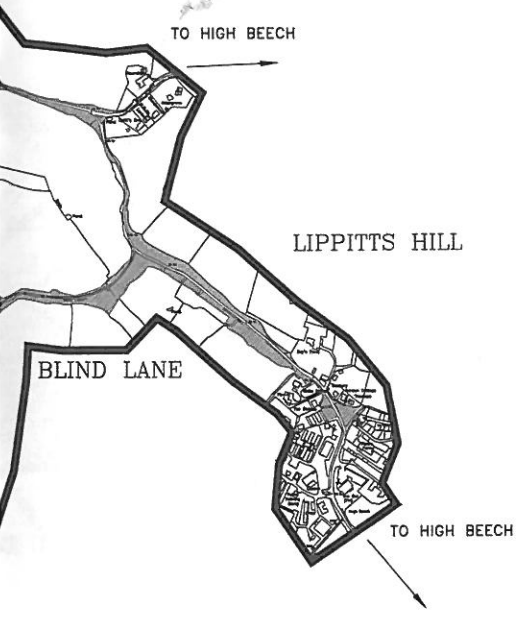
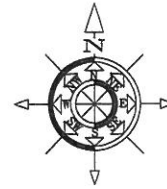
Ranger

Dated the 14th day of May 2003

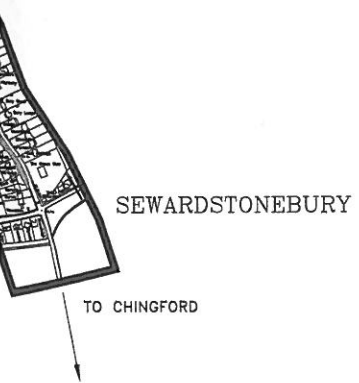
For the purposes of Section 37(3) of the Epping Forest Act 1878 I hereby authenticate the Byelaws set out above made and sealed and allowed by the Ranger on the dates there specified.

  
Town Clerk

Dated the 20th day of June 2003



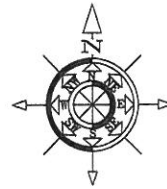
WARDSTONEBURY GREEN



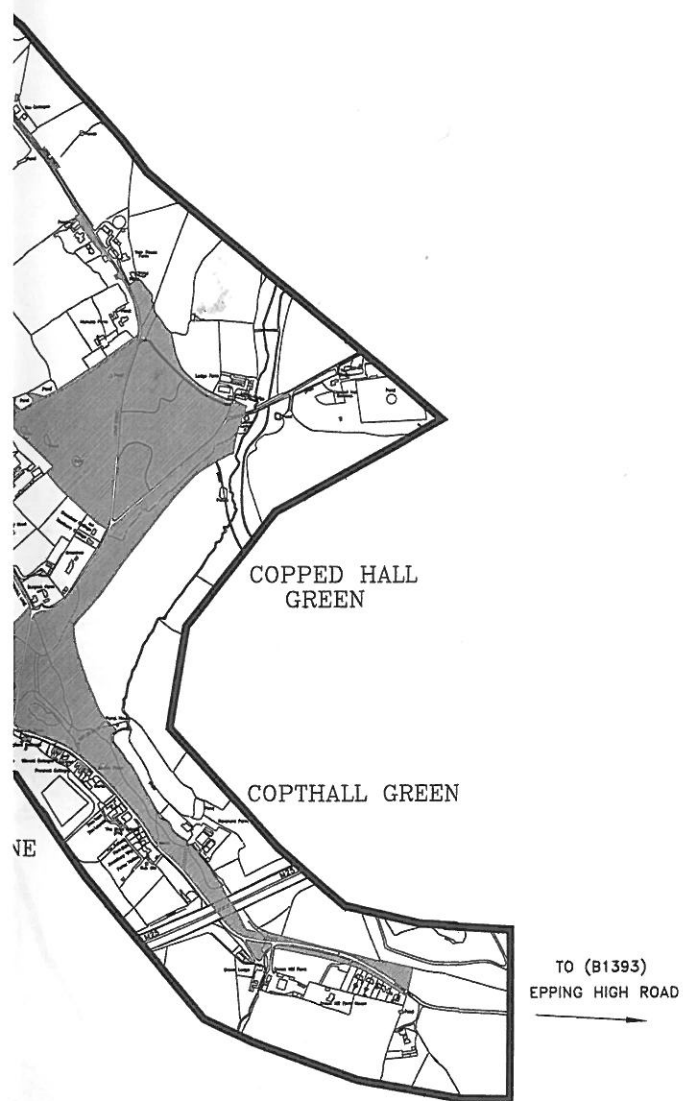
CORPORATION  
OF LONDON

# EPPING FOREST HORSERIDING BYELAWS

JUNE 2001  
SHEET NO. 1



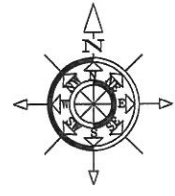
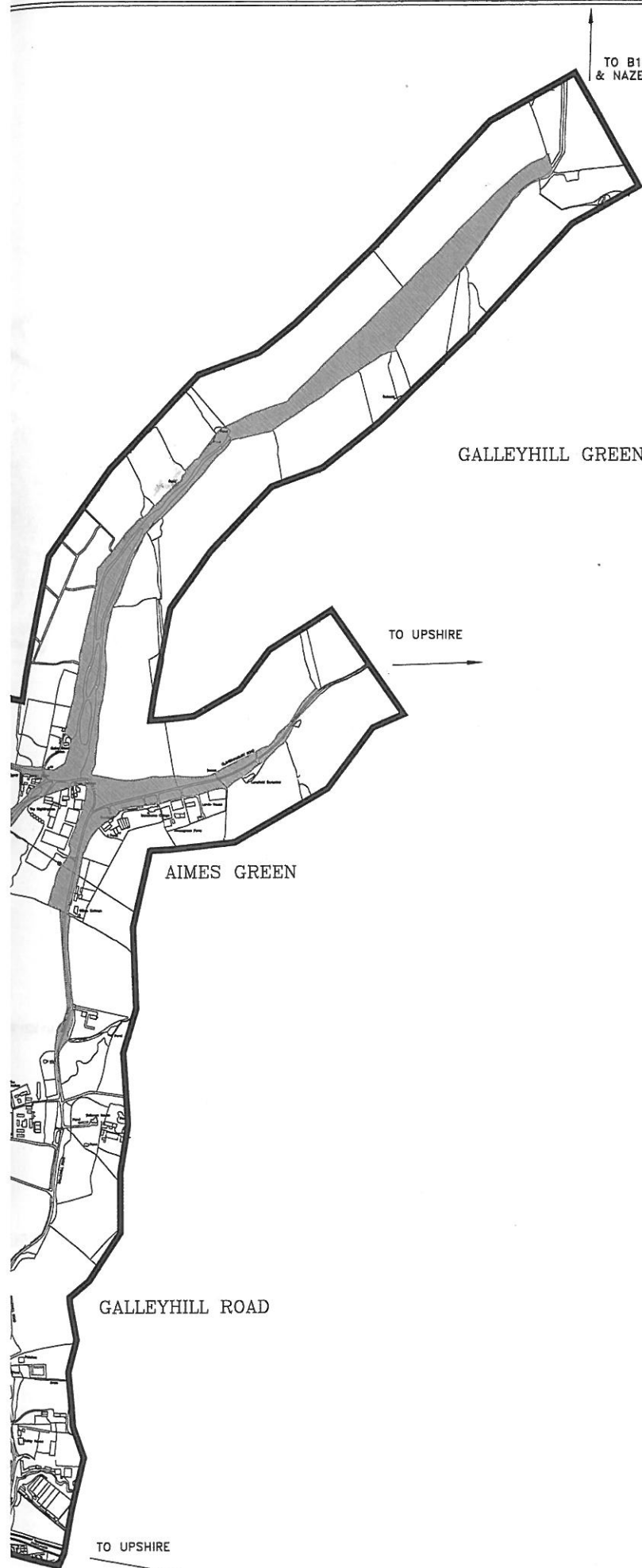
HURY &  
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CORPORATION  
OF LONDON

# EPPING FOREST HORSERIDING BYELAWS

JUNE 2001  
SHEET NO. 2



GALLEYHILL GREEN

TO UPSHIRE

AIMES GREEN

GALLEYHILL ROAD

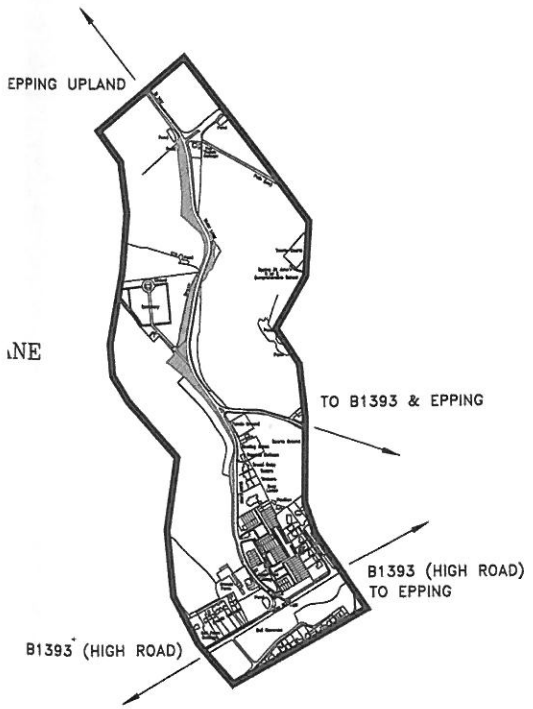
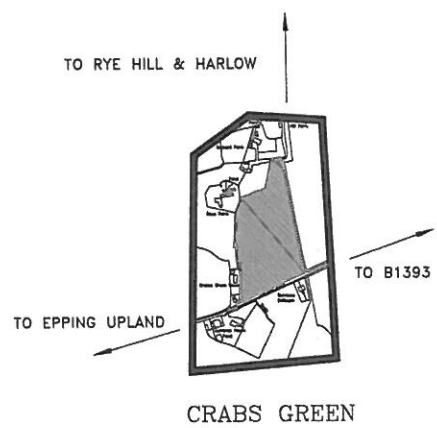
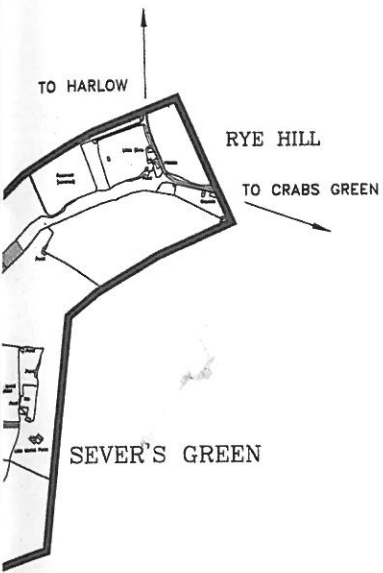
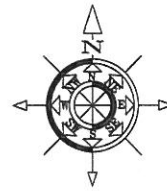
TO UPSHIRE



CORPORATION OF LONDON

# EPPING FOREST HORSERIDING BYELAWS

JUNE 2001  
SHEET NO. 3



CORPORATION OF LONDON

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JUNE 2001  
SHEET NO. 4

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<b>Committee(s):</b>	<b>Date(s):</b>
Epping Forest Management Plan Steering Group Epping Forest & Commons	19 December 2014 12 January 2015
<b>Subject:</b> Epping Forest Work Programme Out-turn 2013-2014	<b>Public</b>
<b>Report of:</b> Superintendent of Epping Forest <b>SEF 04 /15</b>	<b>For Information</b>

### Summary

This report summarises the work completed as part of the access and habitat Work programme for Epping Forest from **April 2013 to March 2014** inclusive.

Amongst the **highlights** of the work by staff and contractors were:

- the planting of new land at Upshire named **Gifford's Wood** – achieved from funding through the Lord Mayor's Appeal and the Woodland Grant Scheme;
- the completion of work on 152 Keystone Oaks and Beeches for the year, with an increased proportion of ancient Oaks included, resulting in the grand total of **882 Keystones Trees** completed during 4 years of the *Branching Out* Project;
- a huge clearing up effort during October and November as a result of **St Jude's storm** which damaged hundreds of trees across the Forest;
- **wood-pasture restoration** carried out across 15 Forest compartments;
- the completion of **Jubilee Pond** and its easy-access trail;
- the tendering of the *Boviguard invisible fencing* installation contract to create a 24km network;
- the installation of **4 cattle grids** and the erection of over 4 kilometres (km) of wooden fencing along the two busiest A-roads.

In addition, the two main volunteers' groups, the Epping Forest Conservation Volunteers (EFCV) and the Epping Forest Centenary Trust, carried out work on over 30 sites. The EFCV put a lot of effort into its new core sites in eight areas across the Forest. The Scout Project 824 highlight was the opening up of a significant area of wood-pasture along Jubilee Ride in Bury Wood.

The habitats work programme is supported by significant annual income from the agri-environment grants administered by the Rural Payments Agency and Natural England which this year amounted to £320,105.06 in total. The Gifford's Wood Project was supported by total funding of nearly £100,000 by the Lord Mayor's Appeal and the Woodland Grant Scheme. Further income was received from the Heritage Lottery Fund and The Tubney Charitable Trust for the Forest trees and grazing management under the *Branching Out* Project.

### **Recommendation(s)**

Members are asked to:

- note the report.

## Main Report

### **Background**

1. This report reviews the conservation projects, habitat management and tree safety work achieved during the year 2013 – 14 by the newly formed Operations Section and volunteer groups with habitat advice and work programmes provided by the Conservation Section.
2. The habitat work programme is drawn from the Epping Forest Management Plan approved in 2004 and the *Branching Out* Project, which began in 2009. Background details of the projects can be found in the main Management Plan and in the other documents listed below under '*Background Papers*'.

### **Current Position**

3. The habitats work programme is supported financially by Natural England through its Environmental Stewardship Scheme as well as other agri-environment income administered by the Rural Payments Agency (RPA).
4. The management of most of the grasslands in the Forest and on the Buffer Lands is covered by payments under the Entry Level Scheme (ELS), with additional income for grassland management from the Single Payment Scheme.
5. Other habitats work in the Forest, especially within the scrub and wooded areas, is supported by specific Higher Level Scheme (HLS) payments at higher rates of payment and this includes cattle grazing, wood-pasture restoration and scrub coppicing.
6. The total of income from these sources this year amounted to £320,105.06, which included over £34,400 in capital grants towards grazing and wood-pasture restoration work.
7. In addition, the infrastructure for the grazing in the form of cattle grids and fencing has been supported by a 74% grant from the Heritage Lottery Fund, with further significant funding for the grids from Essex County Council. The invisible fencing network has been tested with the help of an 80% grant from Natural England through its Stewardship special capital grants and further funding of up to 60% has been offered for equipment, with tendering for the *Boviguard* installation contract taking place during this year (see below).
8. This year's work by volunteers was carried out at over 30 sites across the Forest by the Epping Forest Conservation Volunteers (EFCV) and Epping Forest Centenary Trust (EFCT) and directed by the Forest's Biodiversity Officer.
9. The EFCV eight core sites were: Gilbert's Slade, Walthamstow Forest, Fernhills, Lord's Bushes, Chingford Plain, Rushey Plain, Long Running and Swaines Green.



### **Car Parks, Barrier Gates, fences and hedges**

10. The cyclical work programme of maintenance was carried out with the new Head of Operations further developing the long-term programme for this work.

### **Roads, Rides & Trails Network**

11. Ride and trails work concentrated this year on clearing back vegetation and dealing with tree hazards (identified in 2012-13 winter surveys) along the whole network.
12. In addition, as part of the cattle grids work (see **Grazing** below) the section of **Taylor's Ride** crossing Rangers Road was re-routed, with a new culverts to allow horse-riders access across the road and past the grid without the need to pass through any gates.

### **Keystone Trees Strategy**

13. Following the poor, cold and wet summer of 2012, the summer of 2013 was much warmer and drier following a mild, wet spring. As a result Oaks had recovered significantly from 2012 when many had shown the signs of stress with noticeable stem bleeds.
14. In 2013 a detailed inspection by the Conservation team of the 350 ancient Oak pollards at Barn Hoppitt found no stem bleeds, virtually no defoliation and no significant powdery mildew. The leaf size was large and the trees generally had good canopy cover. Therefore, work deferred from 2012-13 on the Oaks (see previous work programme report) was carried out this year. The preliminary results of this work were reported at the UK Ancient Tree Forum's annual conference held at Ashted Common generating considerable interest.
15. Whilst awaiting these tree health condition results, 47 Beech and 5 Oak Keystone trees were completed during the summer. During the winter window, between November 2013 and February 2014, more Oaks were treated (24) and overall a further 100 Keystone trees were worked on. By March 2014 **882 Keystone Trees** had been completed (73.5% of the 1,200 target).

### **Wood-pasture Restoration and other woodland work**

16. The wood-pasture restoration work continued across selected areas within the 15 target compartments of the 38 Forest compartments. In one such compartment, Lords Bushes (Comp 32), wood-pasture work entered its 11<sup>th</sup> year and just over 0.5 hectares of small trees of Holly and Birch were cleared in 3 areas around ancient Oaks and Hornbeams and many new Hornbeam pollards were created. This haloing work has been shown (by an MSc research project) to be the most effective way of restoring and maintaining ancient Oak condition by providing them with more light. The positive impact of the Lords Bushes work, conserving the ancient Oaks, was reported as part

of a presentation at the annual conference of the Ancient Tree Forum (see also above in *Keystone Trees* section).

17. The pollarding and re-pollarding of ancient Hornbeam pollards was completed as planned in the following areas: Deershelter Plain, above Debden Slade, alongside the Bury Wood surfaced rides, Pole Hill, Lords Bushes, Gilbert's Slade/Walthamstow Forest.
18. The annual Scout Project 824, supported by the Epping Forest arborists and Grassland Team, also worked in the core wood-pasture restoration areas clearing around Hornbeam pollards along Jubilee Ride in Bury Wood and by the Cuckoo Brook and at the heathland of Long Running east.
19. In the wood-pasture restoration and pollarded areas, especially in Bury Wood, re-growing bramble and vegetation was cut and flailed as part of a systematic maintenance programme by the Operations Teams to maintain the grassy sward and openness of the areas.
20. Clearance of trees around the Highams Park Dam began in January 2013 and created space for the new dam shape and the planned engineering works. The important colony of Moschatel – a scarce woodland plant - was marked off so that any damage was avoided during the operation.
21. The final successful inductions of the arborist apprentices took place during this year under the *Branching Out* Project with the 13<sup>th</sup>, 14<sup>th</sup> and 15<sup>th</sup> starting in October 2013.

### **Gifford's Wood**

22. This year saw the successful planting of Gifford's Wood, with funds from the Lord Mayor's Appeal 2013 (over £75,000), with additional donations of £5,600 made directly to Epping Forest for Gifford Wood and a grant of over £20,000 from the Woodland Grant Scheme. The newly-acquired fields at Upshire were prepared for tree-planting during the year with the first three trees planted by Lord Mayor Gifford, his wife Lady Mayoress Clare Gifford and Alderman Gordon Haines, accompanied by the Chairman and Superintendent on 28 January 2013.
23. During November 2013, 30 local school-children and over 100 community volunteers helped to plant 2000 infant trees as part of the project. The school children enjoyed a lesson in tree species, delivered by FSC and the community planting day was only possible due to the hard work of the Friends of Epping Forest. In addition to tree-planting two ponds were also restored and a new waymarked trail was installed with the help of the scouts.

### **Tree safety survey and hazard removal work**

24. The tree hazard survey was completed along the roads and main boundaries in the Forest and also the whole of the Buffer Land Estate boundaries were surveyed for the first time.
25. Over 300 identified hazards within trees were worked on by arborist staff in the areas of highest priority (red zones) along roads as well as the unsurfaced trails and paths network which had also been surveyed the previous winter.
26. In response to the problems of *Massaria* disease on London Plane Trees all 400-plus trees along the roadside avenues were inspected twice during

summer 2013. In addition there was a training session on *Massaria* for the arborist staff from one of the national experts involved in developing the *Massaria* management protocols for London Tree Officers. Work began on removing affected branches in January 2014 and will become an annual task.

27. In addition, the major **St Jude's storm** in October 2013 caused much extra damage. In just the first two weeks immediately after the storm 260 trees were tackled often in very tricky and hazardous situations. Overall the work generated 182 person days in clearance work, representing over 7% of arborist team time. This event, therefore, had a significant impact on the conservation and habitats work programme with some wood-pasture restoration work postponed until 2014-15.

### **Grazing infrastructure and cattle**

28. The Grazing Strategy elements of the HLF-funded *Branching Out* project began to take shape with the 4 cattle grids being installed by Essex County Council between July and September 2013. The 4 grids installed are at Forest Side (Honey Lane Quarters), Wake Road, Cross Roads (High Beach) and Ranger's Road.
29. The by-pass areas for the grids were dedicated from Forest Land to the use of the highway. Feedback from horse-riders was sought throughout the autumn about the gates and by-pass surfaces. As a result of the feedback, Essex County Council undertook to replace the plastic cell surface of the by-passes with a hoggin surface.
30. In parallel with this work, and part of the same project, the erection of the 4.4 kilometres (km) of wooden fencing alongside the A104 and A121 was completed by December 2013.
31. The *Boviguard* Invisible fencing network at Bury Wood and Hill Wood continued to allow extensive grazing across Fairmead and into Bury Wood, with Red Poll cattle (a rare conservation breed) grazing there for the first time. The English Longhorns grazed at Chingford Plain and on the heathlands.
32. Further development of the system continued with testing of wire loops of twice the length of the original specification – up to 4km. New 35% lighter collar units, 120 of them, were also purchased from the manufacturer at discount wholesale prices, with a 60% grant from Natural England.
33. A prolonged tendering process for the construction of the Great Gregories cattle out-wintering facilities meant that a contingency arrangement had to be made with a set of straw pens being created in a nearby field for the winter, consented by the Environment Agency and Natural England.
34. The Longhorns produced 9 and the Red Poll 18 calves by January 2014.

### **Grassland Mowing and other open sites work**

35. Volunteer work continued at **Fernhills** with additional work being carried out in February 2014 by operations staff clearing the 17-year old fence-line in preparation for fence replacement and repairs.

36. The Grassland Team continued the conservation mowing work late into the autumn and early winter to complete all the sites with **Wanstead Flats** being the last site finished in early December as part of this area's ongoing late-cutting rotation to maintain the finer acid grassland.

### **Scrub Management & control**

37. *Project Nightingale* continued as in previous years, involving many volunteer hours as well as staff time. New coppicing work was carried out at **Pole Hill** amongst other sites.
38. The Grassland Team carried out winter scrub clearance work in the smaller fields and along the edges of **Sheppard's Meadows** to combat the continued rapid bramble growth and to extend the area which the mowing equipment can reach in future years at this flower-rich site.

### **Wetland Management**

39. At Wanstead Flats the re-design and restoration of **Jubilee Pond** and the construction of the easy-access pathway around it were completed during the year, working with the City Surveyor's Department.

### **Corporate & Strategic Implications**

40. There are no further implications to highlight as this report is a summary of completed operations as part of a long-term management plan with a programme that was approved by Committee on 13<sup>th</sup> May 2013.

### **Conclusions**

41. There were many highlights and milestone achievements in this year's work programme with thousands of trees planted for the establishment of Gifford's Wood and the completion of Jubilee Pond and its access path amongst them. The habitat and grazing work was supported by very significant grant income. Weather continued to dominate the work programme, as it had in 2012, but this time as the result of a major storm event – St Jude's Storm. The extra tree work had a significant impact on the habitats work programme. Nonetheless, the good summer allowed 152 Keystone trees to be completed and many Hornbeams to be re-pollarded, continuing the restoration of Epping Forest's internationally-important wood-pasture and ancient tree habitats.

### **Background Papers:**

- *Epping Forest Annual Work Programme for access and habitats 2013-14. Report to EF&C Committee 13th May 2013 (SEF 13/13).*
- *The Epping Forest Management Plan 2004 – 2010*
- *The Barn Hoppitt Wood-pasture Restoration Plan 2006 – 2011*
- *The Lords Bushes & Knighton Woods Integrated Site Plan 2004 – 2010*
- *The Wanstead Flats Integrated Site Plan 2006 – 2011*
- *Branching Out Project Plan (Nov 2008) (Chapters 15: Keystone Trees Strategy and 16: Grazing Strategy)*
- *Environmental Stewardship guidelines (Natural England)*

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<b>Committee(s):</b>	<b>Date(s):</b>
Epping Forest Management Plan Steering Group Epping Forest & Commons	19 December 2014 12 January 2015
<b>Subject:</b> Epping Forest Grazing Monitoring Audit	<b>Public</b>
<b>Report of:</b> Superintendent of Epping Forest <b>SEF 05 /15</b>	<b>For Decision</b>

### Summary

This report describes the progress with monitoring work on grazing and provides the third annual assessment by the Independent Grazing Assessor, Dr Peter Dennis of Aberystwyth University. The Assessor's independent audit report is appended at **Appendix 2** and his key points are summarised in this main report.

In his report the Assessor recognises the impact of the limits on areas grazed prior to the installation of the *Boviguard* invisible fencing loops later in the summer. He makes detailed recommendations for cattle grazing densities and the need for rotational grazing, including late season grazing. He examines the impact of grazing or lack of grazing at specific sites and makes recommendations for these areas. He reiterates that the combination of the many monitoring methods being used at Epping Forest provides "*..a suitable and effective monitoring programme*".

During 2014 the cost of monitoring by consultants on two key monitoring projects plus this 3<sup>rd</sup> independent assessment and report has been £8,895 from Local Risk budgets. This is well within the estimated costs proposed in last year's report. All projects proposed for monitoring in 2014 have been completed, plus one additional project by *Natural England* and these are highlighted in **Appendix 1** to this report. Annual costs of continuing the monitoring programme, with some of the additions covered in this report, would come from local risk budgets. In addition the work involved in the independent assessment is likely to cost between £3,500 - £4,000 in 2015.

### Recommendation(s)

Members are asked to:

- note the observations of this 3<sup>rd</sup> Grazing Assessor report and progress with the conservation grazing monitoring programme;
- approve the production of a 4<sup>th</sup> report by the Assessor, to be provided to the Management Plan Steering Group for consideration prior to being submitted to Committee by January 2016.

## Main Report

### Background

1. The appointment of an Independent Grazing Assessor was approved in July 2010 (EFCC Report SEF 21/10) to give an objective overview of the way in which the impacts of grazing are to be measured and monitored.
2. The role of the Independent Grazing Assessor was approved to cover the following areas:
  - to analyse the current ecological monitoring of grazing at Epping Forest;
  - to provide advice on additional or alternative monitoring that could be viably achieved;
  - to provide additional knowledge from comparable sites and situations;
  - to provide the Superintendent with an annual validation report on the ecological monitoring.
3. The Assessor's previous two reports were received by Committee in November 2012 and 2013. An audit in 2014 was approved and is summarised below and the full report is appended at **Appendix 2**.

### Current Position – grazing audit report

4. This report follows the visit on 19<sup>th</sup> and 20<sup>th</sup> August 2014 by the Assessor, Dr Peter Dennis, Aberystwyth University & Committee Member & Secretary of *The Royal Society's* UK Biodiversity Science Committee (UK BSC). He re-visited the grazing sites, including Trueloves and Fernhills, the monitoring transects and he also viewed the cattle behaviour at Fairmead and Bury Wood.
5. In his report Dr Peter Dennis recorded that cattle grazing expansion had been limited to the main grazing areas as the *Boviguard* installation had not been completed in the new areas at the time of his visit. This installation work is now complete and has been installed as nine new loops, one of which was viewed by some Members on the November 2014 Saturday visit.
6. Dr Dennis emphasised the "urgent need" to initiate grazing especially on sites where rank vegetation, bramble and other low scrub is a problem.
7. Dr Dennis considered that, despite the limit on the cattle numbers this year whilst awaiting new *Boviguard* equipment, by 2015 the numbers of livestock available to be deployed in the various target compartments with invisible fencing should represent a significant step forward and permit grazing over a much larger land area.
8. He observed the cattle movements and coverage of unshaded and shaded areas and has provided further advice on stocking densities. He examined the heathlands, Trueloves and Fernhills in detail and he proposed higher grazing densities at Fernhills. He also recommended an increase in the scrub control

effort here, in line with discussions at the Management Plan Steering Group, and this work has subsequently been carried out.

9. He considered the baseline data on vegetation to be sufficient. In particular, he considered the detailed collection of data (including 'before' and 'after' grazing) to be important for scarce species like Lousewort, Pepper Saxifrage and Heath Spotted Orchid, which are plants for which the Forest is now one of the last few sites, and most important sites, in the region and which are both adapted to and reliant on grazing. He considered the combination of approaches to monitoring (e.g. Fixed-point photos, quadrats and detailed GPS mapping) will allow the various impacts of grazing to be properly assessed across the areas.
10. The first full year of the Head of Conservation's rolling 5-year monitoring programme was 2014. All fieldwork for the projects in the programme for 2014 have been completed as proposed (see **Appendix 1**). The full analysis of the data from the ecological consultant carrying out the vegetation transects was not available before the completion of Dr Dennis' report this October but will be made available for his future review, should further review be approved.
11. From the preliminary results from the vegetation transect monitoring there are some clear changes in vegetation cover between 2013 and 2014. Some of these may be transient changes due to seasonal effects such as variation between the cover of certain grasses in the wood-pasture areas. Other changes may reflect the impact of grazing, such as changes to the grass and rush ratio in the sward at Pear-tree Plain and the establishment of Lousewort at this site over the last 3 years.
12. A detailed Heath Spotted Orchid census was carried out this year. This showed that there were at least 121 plants in the main population and 25 plants in an outlying population in a drier part of heathland; 146 plants in total. This compares with 118 plants recorded in a detailed census in 1995 in the main population area only and prior to the cattle grazing. This suggests that the Orchid population has been maintained over 20 years of cattle and deer grazing.

### **Current Position – other grazing-related issues**

13. During the grazing season the free-ranging cattle at Fairmead did escape the confines of the invisible fencing area on a number of occasions during July and August. These led to a small number of complaints from neighbours, including Suntrap Field Centre where up to 8 cattle entered the grounds on at least 4 occasions and The Owl public house. The escapes were as a result of battery failures in the invisible fencing loops (The Owl) or incursion from Church Road through a hedge (Suntrap).
14. The stockman, on all but one occasion, removed the animals (the other time a member of Suntrap staff herded the cattle out) within hours. Damage was largely superficial and included dunging on the lawns and pathways. The issue was resolved in mid-August when the grazier inserted a section of invisible fence around the boundary of the Field Centre. The new invisible fence loop that has now been installed will prevent the cows from getting onto Church Road.

15. Horse-riders registered a few complaints during the summer about the presence of cows in general. In relation to this, maps of the grazing areas had been sent out prior to the grazing period by Forest Keepers to all Horse-riders' Forum members so that riders were made aware of the herd locations. Also new signage was erected at all main entry points.
16. In addition, two specific complaints were received which centred on access to the surface trail at Catacomb's corner at the western end of Almshouse Plain ride. The two riders in this case were concerned that when the cattle were congregated here, feeding on Crab Apple, they found it difficult or were unwilling to get their horses past the cows because the scrub here limited the ride and verge width.
17. In response the grazier and Head of Conservation have looked at cutting back the scrub there this winter to provide more room along the ride and around the main feeding attraction of the Crab Apples in 2015.

### **Options**

18. A programme of student projects will continue to be developed for grazing monitoring. In addition, the current volunteers have also indicated their interest in continuing to do monitoring work in 2015.
19. The fieldwork in the monitoring programme will be reviewed annually. It has been phased over the 5 years to ensure that the Forest's Biodiversity Officer and others in the Conservation Section can achieve the fieldwork each year. As in the last 3 years, additional assistance will be required every year and the costs for this are likely to remain between £7,000 - £12,000 annually, depending on the number of sites, the detail or technicality of the surveys and the level of statistical analysis involved. In addition the costs of the Grazing Audit Report will also need to be included and, depending on the level of detail and length of the visit next year, this work is likely to cost around £3,500.
20. In future years, sources of funding will need to continue to be explored as well as the local risk budget.

### **Proposals**

21. Dr Dennis proposes, in 2015, to discuss the best analysis for all the data, both the consultant's vegetation transect results and the other quadrat data gathered by Forest staff and the LTMN plots of Natural England. This will be used as an opportunity to review the monitoring work and ensure it is efficient and effective, which would involve some preliminary work prior to the Assessor's site visit.
22. It is proposed to continue with the current level of monitoring of the existing vegetation quadrats and invertebrate pitfall traps. It is vital that annual recording is maintained during the re-establishment phase of the grazing as this is when the changes are likely to be most rapid and measurable. The monitoring programme (**Appendix 1**) will be reviewed and become a rolling 5-yr programme taking into account the options for student projects (as above) and available resources.



23. In addition, the 8 transects would be re-surveyed in 2015 so that the amplitude of vegetation variations can be monitored. The additional fixed point photography established in 2014 will be carried out again by the volunteer photographer.
24. *Sphagnum* species need to be separately identified on the wet heathland sites, as recommended in Dr Dennis' 2013 report, so that favourable condition of the vegetation can be more accurately assessed. Adding this work into the 2015 monitoring programme will be considered against resources available, prior to the start of the fieldwork season.
25. On the heath the monitoring of Deershelter Plain scrape is proposed for 2015. A re-survey of Sunshine Plain vegetation quadrats will be considered also if resources are available, including more detailed recording of the *Sphagnum* species (as in para 24 above). Various invertebrate projects (e.g. anthills and grasshopper densities) will also be considered if students are available to carry them out.
26. As the GPS tracking of the cattle gathers more data these will be stored as a baseline information for analysis in future student projects.

### **Corporate & Strategic Implications**

27. The options and proposals in this report meet the *City Together* Strategy by contributing to "*a world class City that promotes and enhances our environment*". In relation to the Open Spaces Department's Business Plan Improvement Objectives this report fulfils the objective to "*promote sustainability, biodiversity and heritage*".

### **Implications**

#### **Legal Implications**

28. There are no legal implications associated with the proposals in this report.

#### **Property Implications**

29. There are no property implications associated with the proposals in this report.

#### **Financial Implications**

30. The costs of any monitoring work and the grazing assessor's time will be taken from local risk budgets as available and as in previous years. The likely costs for next year's audit, which may also include additional statistical analysis work would be between £3,500 - £4,000. This year's monitoring and audit costs, for the botanical consultant's survey work on transects, the orchid census project plus the Assessor's visit and report, in total amounted to £8,895. This monitoring work is essential both for assessing the Favourable Condition of the Site of Special Scientific Interest (SSSI) habitats and to allow adjustments to be made to management: – both grazing and mechanical control of vegetation.
31. Over the whole year vegetation and grassland invertebrate monitoring work plus the time spent with the Assessor amounted to a total of 122 hours of staff time. In addition, a further 131 hours of combined volunteer and staff time was

spent carrying out the more general background monitoring for the bird and butterfly transects, which are a long-term site condition monitoring commitment but which also inform the grazing impact assessment.

### **HR Implications**

32. Any monitoring volunteers are recruited through the volunteer scheme by the Volunteers Development Officer and would be supervised, as required, by the Head of Conservation and members of the Conservation Section.
33. There are some HR cost implications associated with the Grazing Audit report, as well as the additional fieldwork and analysis proposals. These costs will be met from the Local Risk Budget.

### **Conclusions**

34. This report briefly summarises both the findings of the Independent Grazing Assessor and the progress in the first year of what is to become a rolling 5-year monitoring programme. This programme will be reviewed against available resources and in response to the independent Assessor's recommendations.
35. The Assessor, Dr Peter Dennis, concluded that the current combination of methods and the level of monitoring effort provide a suitable and effective monitoring programme. He also considered that there is an urgent need for grazing at some, as yet ungrazed, sites but that, with the invisible fencing in place, the numbers of cattle should allow effective grazing across the land area in 2015

### **Appendices**

- Appendix 1 – *Progress with Monitoring Programme.*
- Appendix 2 – *Grazing Assessor's report on status of cattle grazing and associated habitat monitoring across Epping Forest* by Dr Peter Dennis, University of Aberystwyth, 28<sup>th</sup> October 2014.

### **Background Papers:**

- *Epping Forest Grazing Strategy 2006 (updated for Branching Out Project in 2008)*
- *SEF 25/07 EF&C Committee report on: the 2<sup>nd</sup> Public Consultation on Grazing*
- *SEF 21/10 EF&C Committee report on: Ecological Monitoring Programme for Grazing*
- *SEF 35/12 EF&C Committee report of 5<sup>th</sup> November 2012: Epping Forest Grazing Monitoring Audit*
- *SEF 33/13 EF&C Committee report of 13th November 2013: Epping Forest Grazing Monitoring Audit*

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**APPENDIX 1: Proposed Monitoring Programme with progress to date** (green boxes - planned work that has been completed; yellow box – additional work completed)

Monitoring technique	Year 1 - 2014	Year 2 - 2015	Year 3 – 2016	Year 4 - 2017	Year 5 - 2018
1. Vegetation quadrats	Whitehall Plain (CoL staff)	Whitehall & Sunshine Plains (CoL staff)	Deershelter “scrape”		
2. Vegetation transects	Re-survey by consultant	Re-survey by consultant			
3. LTMN vegetation plots	Some additional work was carried out by NE on soil sampling			Natural England surveyors re-survey	
4. Fixed Point Photographs – Centre-pole method	Volunteer on 8 transects	Volunteer on 8 transects	Volunteer on 8 transects	Volunteer on 8 transects	Volunteer on 8 transects
5. Fixed Point Photographs (FPPs) – around transects and other general positions on Stewardship plots	Volunteer(s) & staff 4 extra FPP around each of the 8 transects	Volunteer(s) & staff General Stewardship FPPs	Volunteer(s) & CoL Ecologist	Volunteer(s) & CoL Ecologist	Volunteer(s) & CoL Ecologist
6. GIA (modified)			8 x 200m “W-walks” incl. the 8 transects		
7. Phase 2/NVC survey of Forest					NVC survey consultants
8. Target species GPS mapping	Heath Spotted Orchid – (CoL ecologist and/or consultant)			Lousewort mapping (various sites)	Pepper Saxifrage (Yates’s Meadow) – impact of grazing
9. Target Species – general mapping of polygons		Bird’s-foot trefoil and Thistle species (CoL staff)			
10. Butterfly transects	3 x “Pollard walk” transects	3 x “Pollard walk” transects	3 x “Pollard walk” transects	3 x “Pollard walk” transects	3 x “Pollard walk” transects
11. Grasshopper quadrats		Set up baseline	To be continued by student project		
12. Ant-hill mapping		Set up baseline	As in row above		
13. Saproxylic trapping/ surveys				Consider re- survey	
14. Bird – BBS transects	2 x BBS transects CoL HoC and Ecologist	2 x BBS transects CoL HoC and Ecologist	2 x BBS transects CoL HoC and Ecologist	2 x BBS transects CoL HoC and Ecologist	2 x BBS transects CoL HoC and Ecologist
15. Reptiles – general monitoring	General heathland site surveys (volunteers)	General heathland site surveys (volunteers)	General heathland site surveys (volunteers)	Consider detailed survey	General heathland site surveys (volunteers)
16. GPS tracking and analysis of cattle	Gather & store baseline data	Gather & store baseline data	Consider student project	Consider student project	Consider student project

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## Grazing assessor's report on status of cattle grazing and associated habitat monitoring across Epping Forest



Red poll cattle, fitted with *Boviguard*/ GPS collar, grazing amongst willow and marsh thistle at Fairmead, Epping Forest (© P. Dennis)

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THE QUEEN'S  
ANNIVERSARY PRIZES  
BB2014 C  
**EXCELLENCE  
WITH IMPACT**  
GREATEST CULTURE CHANGE  
WINNER

28 October 2014

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### 1. Introduction

This is the third report by the Independent Grazing Assessor for the Conservators of Epping Forest. This follows a further visit to Epping Forest, 18-21 August 2014, evaluation of the final draft of the data review of the Epping Forest vegetation monitoring (Bealey, 2013) and new information, namely mapped survey data of *Dactylorhiza maculata* (Heath spotted orchid) at Sunshine Plain, the Epping Forest grazing expansion plan and the Trueloves restoration work plan 2014 onwards. Much of the report reflects upon a verbal progress report on the implementation of the Grazing Strategy by the Head of Conservation and key questions of concern related to the continued reintroduction of cattle grazing across the fenced jigsaw areas (management compartments).

The purpose of this report is to comment upon the current status of the reintroduction of cattle to recently ungrazed parts of Epping Forest and to evaluate the suitability of the monitoring programme, established to detect ecological change, in particular plant and animal responses to grazing management; ultimately to inform decisions on suitable timing

and stocking densities of cattle throughout the Forest. This year Jeremy Dagley, the Head of Conservation highlighted several topics which required specific attention:

- To consider the consequence of late grazing which has also been confined to areas of the Forest where cattle could be effectively enclosed since the invisible fencing has not yet been installed around the proposed jigsaw grazing areas defined in the Grazing Strategy (2008) due to further technical challenges.
- Estimate appropriate stocking densities for the forthcoming invisible fenced areas and take into account differences in the size of the Red poll and English longhorn breeds. The grazing expansion plan detailed the anticipated cattle numbers per year which can be distributed across the grazing compartments, once the invisible fencing loops are installed.
- To consider possible methods to facilitate targeted grazing/browsing across Epping Forest, e.g., use of tree fodder or further crown reduction and pollarding in 'halos' within the wood pasture to investigate if cattle could be enticed into shadier wood-pasture areas.
- Cattle were herded onto the *Pedicularis sylvatica* L., Lousewort area of Almhouse Plain to graze for several days in June 2014 (targeted grazing) and an apparent impact has been the observed consumption of lousewort seed-heads and occasional plants. The extent of this foraging behaviour and likely consequences will be discussed.
- To evaluate the survey data and site condition for the scarce species, *Silau silaus* (L.), Pepper saxifrage (census September 2013) and *D. maculata*, Heath spotted orchid (census June 2014). The former species at Yate's Meadow has yet to experience cattle grazing whilst the latter species has persisted throughout 20 years of grazing. Further consideration will be given to the likely effects of the imminent implementation of the grazing strategy.
- Suggestions for priority areas suitable for targeted grazing, either within the jigsaw areas defined by the invisible fence, once installed, or through the use of discrete circuits of temporary electric fencing and the perceived benefits to be gained for vegetation management and maintenance of target species and communities.
- Review of an update of the vegetation survey data recorded by Clive Bealey, the ecological consultant commissioned to repeat surveys along the strategically placed vegetation transects.

## 2. Progress towards the expansion of grazing

The consequences of the delay in completion of the invisible fencing combined with the current, relatively small number of cattle in the English longhorn and Red poll herds has been the restricted extent of cattle grazing across Epping Forest during 2014. In addition, the onset of grazing was also delayed and the consequences of these factors are considered in this section of the report.

### ***a. Enclosure with invisible fencing***

At the time of the visit, installation of the invisible fencing had been further delayed due to technical difficulties related to limits on the transmission distances of the Boviguard system and interference experienced when the fencing was buried in close proximity to existing fence lines. A new jigsaw configuration of invisible fencing had been designed with smaller compartment sizes positioned away from existing fence lines. The longest of the new loops is about 3.5 km, designed to fall below the recognised 4 km limit for the signal generators from the Lacmé company. Maps of the new jigsaw arrangement for the invisible fencing were received, 9 October and appear entirely reasonable. Actually, the smaller areas but larger number of compartments adds greater flexibility over the timing and duration of grazing management that can be exerted on the various habitats across Epping Forest throughout each grazing season. Progress was reported on the installation of the invisible fence lines at Chingford by 9 October with the expectation that nine new loops would be added to the existing loop that already encloses four hectares of Deershelter Plain heath (installed in 2011), by the end of November 2014. The effectiveness of these fenced compartments will be assessed during next year's site visit.

### ***b. Build-up of the cattle herd for grazing***

The Epping Forest grazing expansion plan (Epping Forest and Commons Committee, 2013) sets out a reasonable strategy for the build-up of cattle numbers for introduction to the grazing compartments as they are established by installation of the invisible fence lines. From the current 40 x breeding cows, a bull and 20 x < 2 year old Red poll and 20 x breeding cows, a bull and 20 x < 2 year old Longhorn cattle, it is anticipated that by next year and with a successful calving season, 37 calves of Red Poll and 17 of English Longhorn will be added to the herds. In addition, at least five new Longhorn heifers will be purchased. This will translate to an estimated 53.8 GLUs of Red poll and 35.2 GLUs of English longhorn at the start of the grazing season in Epping Forest (when the new calves will be 4–5 months old). By late summer 2015, before calving, this will translate to an estimated 56.5 GLUs of Red poll and 40.7 GLUs of English longhorn, assuming no sales or mortality. This will provide sufficient livestock to simultaneously graze 44.4 – 178 ha in the spring and 48.6 - 194.4 ha by late summer, dependent on the composition of the habitat mosaic within each compartment and the recommended stocking density associated with each kind. A mature Red poll (Norfolk x Suffolk cross) cow will achieve 520 kg live weight and requires 13 kg of dry matter per day (2.5% of body weight) which is achieved by 13 kg of silage or 15 kg of hay. In some compartments, grazing management must comply with the regulations of 2 GLUs ha<sup>-1</sup> associated with Natural England Higher Level Stewardship payments and management for wood pasture “HC13 Restoration of wood pasture and parkland” and Entry Level Stewardship management options which apply to compartments 24, 26 and 9/10, “EK2 Permanent grassland with low inputs” and “EK3 Permanent grassland with very low inputs”. Since the targets for grazing will be met in many cases by just a few weeks of grazing, rotation of the cattle to new compartments will permit conservation grazing of a much larger land area over the course of the grazing season, representing a significant step forward in the Grazing Strategy to achieve habitat and species conservation and landscape objectives for Epping Forest.



### **c. Consequences of late grazing on specific areas**

Late grazing within only selected areas occurred in 2014 as a consequence of the delay in the installation of invisible fencing and movement restrictions imposed on the cattle herds the previous year, related to the detection of bovine tuberculosis adjacent to Epping Forest. The late grazing coincided with a warm year of greater than average vegetation productivity and resulted in the following effects on habitat condition. Management with light grazing should ideally remove the annual growth of abundant plant species, for a period of 10 or more weeks between April to November since this will avoid sward damage or the development of a dense, matted sward or large tussocks (Natural England, 2013). The Higher Level Stewardship scheme recommends that the sward of meadows should achieve a mixture of heights between 2–10 cm by the end of the grazing season. This should also be achieved with only light stocking (0.4–0.6 GLU ha<sup>-1</sup>) during March and August to avoid disturbance to ground-nesting birds and to allow plants to flower and set seed. In conclusion, there would have been a less detrimental effect on vegetation management in areas which experienced delayed grazing because the ideal pattern of grazing is to graze at a higher stocking density later in the season. More significant effects will have taken place in areas that received no grazing or trampling by cattle, with habitats already composed of more woody, perennial plant species, since unimpeded growth will have increased their size and ground cover. Purple moor grass, wavy hair grass, marsh thistle and willow will have increased in wetter areas, whereas bramble, thorns, bracken and birch will have increased in cover in the drier habitats. Some temporary mob-stocking may be necessary to reverse the change but manual/ mechanical clearance may also be necessary in compartments where thicket has formed which would deter ingress by the cattle.

### **d. Tracking cattle in grazed compartments**

There was significant evidence based on the location of dung pats, hoof prints and grazing and browsing damage to vegetation, to demonstrate the extent of cattle foraging within compartments. The 11 Red poll cattle (reduced from 15 in-calf heifers earlier in the year) at Fairmead were accessing open meadows, broad and narrow rides and were also foraging in glades with dappled shade. There was no apparent evidence that cattle had foraged in the shaded, closed canopy parts of the woodland. These same cattle had also been grazing the wetter grasslands on the route towards Peartree Plain where a lattice of cattle pathways was seen amongst the *Deschampsia* and *Molinia* tussocks, tall, marsh thistle stems had been snapped and trampled and the rosettes at ground level grazed by the cattle. Branches of willow saplings had also been browsed and Red poll cattle at the site were actively consuming willow growth during the visit. There were dung pats in a newly cleared wood-pasture at Pear tree Plain which demonstrated increased access where there was greater light penetration to the woodland floor. Browsing and grazing was apparent in these dry forest areas characterised by birch and hornbeam regrowth. The herdsman, Roger and work experience student, Neil, demonstrated the GPS live tracking system used to locate the cattle in the Forest. After the visit, I was given access to 'heat maps' based on the recorded cattle tracks, provided by the GPS provider, Cosignal Ltd. (Fig. 1). The map is illustrative rather than representative since it presents data from just one Red poll cow. The green, orange and red markings illustrate where the cow foraged and the warmer

colours, places where they spent more time. The general pattern corroborates the field observations that foraging is restricted to edges and illuminated glades of the Forest. This restricted extent of foraging suggests that the stocking densities of cattle will initially need to reflect the foraged not the total area within a particular compartment otherwise the effective stocking density on a particular type of vegetation could exceed the ideal density for conservation grazing. The next section considers methods to increase the extent of grazing and foraging in each compartment.



**Fig. 1.** Heat map based on GPS tracking data of one Redpoll cow, 17-26 August, a total of 10 days of movements (Source: Rob Blackwell, Cosignal Ltd.)

### ***e. Methods to attract cattle to graze throughout each compartment***

A challenge remains to encourage cattle to move between all parts of the grazing compartments that would benefit from grazing. The main question is how to deter preferential grazing of nutritious lawn grasses in the open meadows rather than along rides and under the partial canopy of woodlands? The forage of the shaded field layer of the woodland will be lower in carbohydrate and less palatable, even if meadow grass species are part of the plant community. Two methods were considered as a means to encourage cattle to forage deeper into the woodland from rides and glades. I witnessed tree surgery work during a visit to Bury Wood (Compartment 24) on 20 August where a work party was undertaking crown reduction of trees in 'halos' around the pollards within the wood pasture. Based on observations at Peartree Plain, this should encourage cattle ingress into such illuminated glades from the adjacent rides. Additional crown reduction/ pollarding in halos and possibly to open up links to rides may further encourage cattle to forage a greater extent of each compartment, certainly a rather better strategy than mob stocking with periods of respite (short periods with high stocking densities of cattle).

During the visit to Bury wood, various freshly cut branches of hornbeam, birch and beech were collected and loaded for a feeding trial at Peartree Plain to assess the interest of the cattle. Birch and hornbeam were selected but it was also clear that cattle preferred to pull at leaves and twigs of living/ standing tree branches on the fringe of the ride than from cut branches stacked on the ground. A further feeding trial of cut tree branches (tree fodder) with fresh leaf material is proposed for next summer and material harvested in summer 2015, dried and fed in winter 2015-16. The aim of this activity is to entice cattle into the shadier wood-pasture and to encourage targeted grazing/ browsing.

Advice had been sought by the Head of Conservation from Ted Green (Ancient Tree Forum) on experiences elsewhere in the use of tree fodder to entice cattle into wood-pasture. In addition, there is valuable information from records of traditional use of tree fodder by livestock farmers in Sogne og Fjordane county, western Norway (Austad & Hauge, 2006). The study provides a valuable source of information about the timing and methods used for pollarding, storage and feeding methods and the tree species preferred and selected by livestock.

## **3. Evaluation of targeted grazing areas and sites inhabited by scarce plant species**

Discussions about scarce plant species management with targeted grazing took place during field visits to various compartments on Tuesday 19 and Wednesday 20 August.

### ***a. Long Running Heath: Heath spotted orchid***

The site had been grazed over 20 years since the construction of a wooden perimeter fence in 1994. Since 2004, electric fences have been used to graze 4 ha with 4 English longhorn cattle for six out of the ten years. The priority is heather restoration and management but the grazing regime on the site, which has been grazed over 20 years, is undergoing review to consider more extensive wood-pasture grazing and how to balance this with the needs

of the scarce plants including both orchids and heather. Shallow scrapes have been effective at encouraging *Calluna vulgaris* but the plants remain small and vulnerable. Heather plants on the woodland margin showed signs of defoliation by heather beetle and excavation of the leaf litter revealed numerous adult beetles resting in this moist refuge. A map of heath spotted orchid plants surveyed in 2009, 2013 and 2014 revealed reasonable populations in the southern sector where there is interest about the effects of cattle and deer grazing on flowering and seed maturation. The site is also important for adders and tree pipits, which could both be detrimentally affected by cattle grazing. Late season stocking has been applied in accordance with recommendations for heathland management (Gimingham, 1972) and to avoid disturbance to reptiles and ground-nesting birds. Also, there have been 'rest years' agreed with Natural England, including 2014. Grazing is required to reduce the extent and competition from purple moor-grass and bracken and succession to silver birch. The ambition is to encourage expansion of the dry heath by grazing a larger area enclosed by electric fence. The following approaches were agreed:

- It will be desirable to push the electric fence back beyond the woodland margin since the scalloped effect will vary the vegetation structure and edge transitions to encourage greater biodiversity.
- A strategy of annual cattle grazing is more desirable than breaks (rest years) during the restoration phase because of the competitive nature and rapid growth of purple moor-grass, bracken and silver birch. This strategy should be reviewed at the time when the heathland restoration switches to a maintenance phase of management.
- The timing of grazing presents a dilemma because earlier grazing will take more of the early, more nutritious growth of purple moor grass and trampling will have a greater impact on emergent bracken fronds. This conflicts with concerns about detrimental effects on heath spotted orchid, adders and tree pipits (although there are currently no breeding pairs on the site). The compromise will be use of low stocking densities during the sensitive flowering and breeding periods.

#### ***b. Trueloves meadow: Southern marsh orchid***

Visited this ungrazed site on Tuesday 19 August, historically acquired from M. Davies as a setaside field after a period of mixed farming. I was also provided with a printed management plan. The site has no formal conservation designation but supports populations of southern marsh orchid, fleabane and grasshopper warbler. Management must comply with HLS agreements and the site is currently undergrazed with abundant cover by Michaelmas daisy, bramble, hawthorn and dog rose but the concern here is that the stocking densities of cattle may be too high to retain the conservation status of the site (ca. 2 GLU ha<sup>-1</sup>). The proposal to attempt experimental rotational grazing between invisible fenced jigsaws would allow assessment of changes to the vegetation that might alter the habitat suitability for the scarce plant species, e.g., fleabane. Boundaries include various tree species of interest but there is much willow and birch regrowth and the management plan to clear back birch, thin and pollard willow and clear back all but some selected shrub patches seems very reasonable. This would seem to be a reasonable approach to achieve the local conservation objectives but also to open up the site as a spillover area for grazing cattle and to facilitate cattle movements between adjacent compartments where grazing is

proposed. After mechanical scrub and tree clearance, grazing should suppress later bramble, dog rose growth and the rate of regeneration of shrub and tree species.

#### **c. Fernhill wood: Ancient Woodland Site with occasional pollards**

Visited on Tuesday 19 August after viewing Trueloves meadow, Fernhill wood is an Ancient Woodland Site purchased by Epping Forest in 1997. There was major felling of trees in the 1930s but some pollards remain with distinct open, damp, crescent areas which support ragged robin, adders tongue fern and creeping jenny. The 12 ha area is post-and-wire fenced because there is less sensitivity to fixed fencing due to minimal public access. It has been grazed with 10 cattle and has received occasional, manual scrub clearance by conservation volunteer parties but is clearly undergrazed. A sizeable increase in stocking density is required, perhaps to an HLS level of 1.5-2 GLUs ha<sup>-1</sup> but the bramble and dog rose growth may need additional manual clearance since closed shrub patches are rapidly developing.

#### **d. Almhouse Plain: Lousewort**

The lousewort area at Almhouse Plain was visited on return from the ponds at Peartree Plain on Wednesday 20 August. Targeted grazing with Red poll cattle had been applied to this vegetation for several days in June. Despite the short period of grazing, there had been an obvious impact on the lousewort, with seed-heads and a few plants being consumed. The effects on the lousewort population were investigated and discussed. This foraging behaviour was fairly widespread across the site and probably had a greater effect because the area had been grazed too early in the year and perhaps for too long in duration since the more palatable plant species may have been depleted. Lousewort is known to disappear from unmown or nitrogen fertilized oligotrophic wet meadows and is especially vulnerable due to the biennial pattern of flowering and seed production (Demey *et al.*, 2013). The apparent seed loss may be compensated by the process of endozoochory, the dispersal of plant seeds via passage through the gut of grazing animals. Instead of a localised seed rain, the seeds are potentially dispersed over a wider area, deposited in cattle dung and for some plant species, the seed germination rates are also greater after passage through the gut (Pakeman *et al.*, 2002). Published studies of endozoochory have not included accounts of lousewort, so germination trials would need to be completed to verify that this is the case. Incidentally, a European study has demonstrated myrmecochores, or seed dispersal by *Myrmica* sp. ants, over intermediate distances (Leps, 2005), thus there is potential for the founding of new clusters of plants by both cattle and ants. Whilst at Almhouse Plain, also observed that sneezewort flowering had been suppressed by the cattle grazing but the plants appeared to be healthy with vigorous compensatory growth.

#### **e. Yate's meadow: Pepper saxifrage**

Yate's meadow remains ungrazed although it has been managed with annual hay cuts, and awaits installation of invisible fencing prior to the introduction of cattle grazing. At the time of my visit, it had not yet been mown for hay and there was already colonisation by bramble, dog rose and thorn which indicated that the initiation of cattle grazing or remedial topping of the vegetation is highly desirable. A search for pepper saxifrage based

on the GPS map of plants surveyed in September 2013 was unsuccessful and of concern. Conservation staff were to return to double check the denser patches of Pepper Saxifrage during a visit to carry out ragwort control. Hopefully, the apparent absence of plants was due the fine summer which may have advanced the growth and flowering in 2014. This reinforces the need to map individual, notable plant species across Epping Forest, as an effective means of assessing large inter-annual differences, in particular if there are adverse responses to a change in management, for instance for pepper saxifrage during the transition from cutting to grazing management in Yate's Meadow.

#### **f. Priority areas for further targeted grazing**

A more general consideration was made of priority areas for further targeted grazing, either within the jigsaw areas defined by the invisible fence, once installed, or through the use of discrete circuits of temporary electric fencing. There are benefits to be gained for vegetation management and maintenance of target species and communities, especially if such fences permitted mob stocking of undesirable vegetation such as bracken and birch regrowth or willow, marsh thistle, *Deschampsia* and *Molinia* tussocks. The timing, period and stocking density of cattle would need to be carefully considered in relation to the nature conservation objective/s, ground and weather conditions of each area.

### **4. Review of the vegetation survey methods and data**

A survey has been repeated of the eight belt transects of 50 m length located on transition boundaries between woodland and open vegetation of selected compartments shortly to be grazed (Palmer's Bridge, Peartree Plain, Barn Hoppit, Bury Wood, Big View, Sunshine Plain (x 2) and Rushey Plain). The report from the consultant ecologist was not produced in time for this review but a consideration of the results will be included in the next grazing evaluation. Earlier analysis of annually collected botanical survey data from the grassland at Whitehall Plain, 2007-2012, provided evidence that vegetation change was relatively slow under consistent, annual management (Bealey, 2013).

The additional W-shaped walks in glades have been added to the vegetation survey this year in which a Grazing Impact Assessment of vegetation was applied. The assessment focuses on species according to the DAFOR scale (dominant, abundant, frequent, occasional or rare) or to selected plant species with different levels of adaptation to grazing. It will be possible to assess how well this was implemented when the report of the consultant ecologist is produced.

It is worth repeating that the combination of vegetation grids; transects along which fixed quadrats are used for plant survey; field GPS recording with GIS mapping of the distribution of specific plant species of conservation interest (e.g., lousewort on Almhouse Plain, heath spotted orchid on Long Running Heath and pepper saxifrage at Yate's Meadow); and fixed point photography, all contribute to a suitable and effective monitoring programme, essential for successful application of the Grazing Strategy. This will enable assessment that the annual grazing effect is to consume the annual productivity of abundant, competitive plant species and to allow an increase in the population sizes of the desired, scarce plant species.

## 5. Student projects

The value of engagement with academic staff at Higher Education Institutions in order to co-design undergraduate or postgraduate research projects was stated in the previous report (Dennis, 2013). Discussion with grazier, Roger Beecroft, about the cattle grazing scheme generated some additional research project ideas and questions:

- What is the nutritional value of leaves of different tree species at different times of the year? It is necessary to appreciate the dietary value of tree forage once cattle are restricted to smaller, invisible fenced compartments composed mainly of woodland with limited forage as ground cover.
- Assessment of the nutrient value of the major grass and herb species within each grazed compartment at different times of the year. This would allow a better estimate of suitable stocking densities for each compartment.
- A study of cattle tracks from GPS collars compared with mapped vegetation patterns can be conducted using a Geographic Information System. A prior decision is needed whether some cattle should have more frequent GPS recordings of location to provide finer resolution information. The data are normally collected hourly but the proposal is to have collars of selected cattle set to 15' or more frequent intervals since this would allow the investigation of precise foraging pathways.
- The data from the satellite telemetry based on the cattle GPS collars offers the opportunity for research projects on both animal movements around each compartment and habitat selection and vegetation preferences. This would inform management and allow further refinement of stocking densities and the periods of grazing consistent with conservation objectives for Epping Forest.

## 6. Summing up

Delays to the expansion of cattle grazing across Epping Forest have occurred due to restrictions on cattle movements associated with a Bovine TB outbreak two years ago and the need for further, technical development of the *Boviguard* invisible fencing system. Visits to various sites around Epping Forest where rank vegetation or rapid encroachment of bramble, dog rose and thorn were evident, demonstrated the urgent need to initiate the cattle grazing. There appears to be ongoing progress with the installation of the invisible fencing whilst a modest build up in cattle numbers has taken place during 2014. There are sufficient baseline data on plant species, especially scarce species, to allow early review of responses to the reintroduction of cattle grazing and I look forward to reading the report from the ecological consultant in due course and engaging in discussion about the best form of data analysis to apply to those data. Next year should be an exciting year when years of planning and preparation will come to fruition to achieve and maintain the stated objectives of the Grazing Strategy over the next 5-20 years:

- Restore and maintain the favourable condition of key forest habitats using good forest management (including conservation of scarce and notable plant and invertebrate species).
- Conserve the Forest as a special mosaic landscape distinct from surroundings.
- Maintain cultural tradition and protect common rights of pasturage.

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<b>Committee(s):</b>	<b>Date(s):</b>
Epping Forest and Commons	12 January 2015
<b>Subject:</b> Authorisation of an Epping Forest Officer	<b>Public</b>
<b>Report of:</b> Director of Open Spaces <b>SEF 06/15</b>	<b>For Decision</b>

### **Summary**

This report requests that your Committee exercises powers delegated by the Court of Common Council to authorise Superintendent, Paul Thomson, to appear on behalf of the City of London in Magistrates' Courts.

Under the "Courts Act 2003" sections 8 and 10, Officers that have been authorised by your Committee and sworn in by a Magistrate can present a case at any Magistrates Court that is chosen by the Local Authorities that have Epping Forest land within their boundaries. The Authorities are the London Borough of Waltham Forest, the London Borough of Redbridge, the London Borough of Newham and Essex County Council.

The opportunity to exercise constabulary powers can play a valuable role in supporting the Conservators duty to regulate and manage the public use of Epping Forest.

### **Recommendation(s)**

Members are asked to:

- recommend that in accordance with Sections 101 and 223(1) of the Local Government Act 1972 and Section 31(4) of the Epping Forest Act 1878 that Paul Thomson be authorised to appear on behalf of the City of London in Magistrates' Courts.

### **Main Report**

#### **Background**

1. The Head Keeper, Senior Forest Keepers and all Forest Keepers are sworn in as Constables under the Epping Forest Acts 1878 and 1880 to enable them to more effectively to carry out their duties in respect of enforcing the Epping Forest Byelaws.
2. Before staff can appear on behalf of the City of London in Magistrates' Courts in respect of enforceable offences, require to be authorised by the Court of Common Council. In October 2002, the Court of Common Council agreed to

your Committee's request for delegated responsibility for the authorisation of Keepers.

3. In addition, your Committee has authorised the Superintendent of Epping Forest to institute proceedings in Magistrates' Courts under the above legislation.

### **Current Position**

4. Epping Forest currently has a team of 13 Forest Keepers, and thirteen of them are sworn in as Constables under the Epping Forest Acts 1878 and 1880.
5. The Superintendent is equivalent to a Police Decision Maker under the Director of Public Prosecutions Guidance on Charging 2013 – fifth edition. The use of a Decision Maker with attested constable powers will complete the chain of custody for charging decisions.
6. The Superintendent has been involved in a series of incidents over the past few years, which indicate that byelaw enforcement power would help provide a definitive response in a number of instances.

### **Proposals**

7. Superintendent, Paul Thomson, commenced employment on 1st September 2008 and has satisfactorily completed his 6 month probation period. It is therefore proposed that your Committee agree to him being authorised to appear on behalf of the City of London in Magistrates' courts.

### **Corporate & Strategic Implications**

8. The City Together Strategy is directly supported by the enforcement of byelaws within the City of London Open Spaces. In particular this strategy matches the *City Together* theme of "a World Class City which – protects, promotes and enhances our environment:
  - To promote and enhance safe access to the City Of London Open Spaces;
  - To improve people's health, safety and welfare within the City Of London Open Spaces environment through proactive and reactive advice and enforcement activities;
  - To protect and enhance the City of London Open Spaces environment and public realm;
  - To conserve and enhance biodiversity within the City of London Open Spaces;
  - To continue to ensure the City of London Open Spaces are a safe place in which to do business, work, visit and live.

### **Implications**

9. **Financial** - There is a cost of £8.00 payable to the magistrates for this service.

10. **Legal** - Section 101 of the Local Government Act 1972 allows an officer of the Local Authority to discharge specified aspects of the authority's functions, in this case the appearance at Magistrates Courts on behalf of the local authority. Section 223 of the Act further empowers authorised officers to prosecute or defend or to appear in such proceedings.
11. Epping Forest Officers are able to enforce byelaw offences under Section 46 of the Epping Forest Act 1878, and under Section 9 - Regulation of Horse Riding - of the City of London (Various Powers) Act 1971, Section 4 of the City of London (Various Powers) Act 1971 - restriction of rights of common, Section 9 City of London (Various Powers) Act 1990 - riding of horses, Section 10 - new byelaws, also under Section 87 - leaving litter - and Section 88 - fixed penalty notices - of the Environmental Protection Act 1990.
12. Police decision makers may charge:
  - (i) any summary only offence (including criminal damage where the value of the loss or damage is less than £5,000) irrespective of plea.
  - (ii) any either way offence anticipated as a guilty plea and suitable sentence in a magistrates court provided that it is not:
    - a case requiring the consent to prosecute of the DPP or Law Officer;
    - a case involving a death;
    - connected with terrorist activity or official secrets;
    - classified as Hate Crime or Domestic Violence under CPS Policies;
    - an offence of Violent Disorder or Affray;
    - causing Grievous Bodily Harm or Wounding, or Actual Bodily Harm;
    - a sexual Offences Act offence committed by or upon a person under 18;
    - an offence under the Licensing Act 2003.
13. Staff receive full training on the enforcement of byelaws and associated legislation including the management of conflict situations.

## **Conclusion**

14. The authorisation of Paul Thomson to appear on behalf of the City of London at Magistrates Courts in relation to the exercise of constabulary powers provides a valuable tool in supporting the Conservators duty to regulate and manage the public use of Epping Forest.

## **Appendices**

None

## **Sue Ireland**

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