



Epping Forest & Commons Committee

Date: MONDAY, 9 JULY 2018
Time: 11.30 am
Venue: COMMITTEE ROOM - 2ND FLOOR WEST WING, GUILDHALL

Members: Deputy Philip Woodhouse (Chairman)
Graeme Smith (Deputy Chairman)
Peter Bennett
Alderman Sir Roger Gifford
Caroline Haines
Gregory Lawrence
Alderman Gregory Jones QC
Sylvia Moys
Jeremy Simons
Oliver Sells QC (Ex-Officio Member)
Benjamin Murphy

For consideration of Business Relating to Epping Forest Only

Verderer Michael Chapman DL
Verderer Dr. Joanna Thomas
Verderer Melissa Murphy
Vacancy

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

**Lunch will be served in the Guildhall Club at 1pm.
N.B. Part of this meeting may be the subject of audio visual 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 - 8)

4. OPEN SPACES BUSINESS PLAN

For Information
(Pages 9 - 24)

5. CYCLICAL WORKS PROGRAMME

Report of the City Surveyor.

For Information
(Pages 25 - 32)

Epping Forest

6. APPOINTMENT OF A VERDERER OF EPPING FOREST JULY 18

For Decision
(Pages 33 - 48)

7. SUPERINTENDENT'S UPDATE FOR APRIL TO MAY 2018

Report of the Director of Open Spaces.

For Information
(Pages 49 - 60)

8. EPPING FOREST OUTTURN REPORT

Report of the Director of Open Spaces.

For Information
(Pages 61 - 68)

9. WANSTEAD & MANOR FLATS SCRUB MANAGEMENT STRATEGY

Report of the Director of Open Spaces.

For Decision
(Pages 69 - 88)

10. THE JUBILEE LONDON PLANE AVENUE, WOODFORD GREEN: FUTURE MANAGEMENT PROPOSALS

Report of the Director of Open Spaces.

For Decision
(Pages 89 - 116)

11. THE WOODFORD GREEN CHESTNUT AVENUE: FUTURE MANAGEMENT PROPOSALS

Report of the Director of Open Spaces.

For Decision
(Pages 117 - 128)

12. EPPING FOREST PLAY POLICY

Report of the Director of Open Spaces.

For Decision
(Pages 129 - 140)

13. PROPOSAL FOR A PLAY AREA AT WANSTEAD PARK

Report of the Director of Open Spaces.

For Decision
(Pages 141 - 164)

14. PROPOSAL FOR EXPERIMENTAL TRAFFIC REGULATION ORDER ON FAIRMEAD ROAD, HIGH BEACH IN PARTNERSHIP WITH ESSEX HIGHWAYS

Report of the Director of Open Spaces.

For Decision
(Pages 165 - 180)

Burnham Beeches & The Commons

15. SUPERINTENDENT'S UPDATE

Report of the Director of Open Spaces.

For Information
(Pages 181 - 186)

16. THE COMMONS OUTTURN REPORT

Report of the Director of Open Spaces.

For Information
(Pages 187 - 194)

17. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE

18. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

Part 2 - Non-Public Agenda

19. 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

20. NON-PUBLIC MINUTES

To agree the minutes of the previous meeting.

For Decision
(Pages 195 - 198)

21. TERMS OF REFERENCE FOR AN EPPING FOREST AND BUFFER LAND DEER MANAGEMENT STRATEGY REVIEW

Report of the Director of Open Spaces.

For Decision
(Pages 199 - 226)

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

23. 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, 14 May 2018

Minutes of the meeting of the Epping Forest & Commons Committee held at
Committee Room - 2nd Floor West Wing, Guildhall on Monday, 14 May 2018 at
11.30 am

Present

Members:

Deputy Philip Woodhouse (Chairman)
Graeme Smith (Deputy Chairman)
Peter Bennett
Alderman Sir Roger Gifford
Caroline Haines
Alderman Gregory Jones QC
Gregory Lawrence
Benjamin Murphy
Sylvia Moys
Jeremy Simons
Verderer Michael Chapman DL
Verderer Melissa Murphy
Verderer Dr. Joanna Thomas

Officers:

Colin Buttery	- Director of Open Spaces
Paul Thomson	- Superintendent of Epping Forest & Wanstead Park
Martin Hartup	- Head Ranger Burnham Beeches
Alison Elam	- Group Accountant, Chamberlain's Department
Natasha Dogra	- Town Clerk's Department
Michael Radcliffe	- City Surveyors Department
Carl Locsin	- Department of Built Environment
Jeremy Dagley	- Town Clerk's Department
Jacqueline Eggleston	- Head of Conservation Epping Forest
Jo Hurst	- Head of Visitor Services, Epping Forest
	- Business Manager Epping Forest

1. APOLOGIES

There were no apologies.

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

There were no declarations of interest.

3. THE ORDER OF THE COURT OF COMMON COUNCIL

Resolved – that the order of the Court of Common Council be received.

4. **ELECTION OF CHAIRMAN**

Resolved – that Philip Woodhouse, being the only Member expressing an interest in serving as Chairman, be elected for the ensuing year.

The Chairman thanked the Committee for their support and welcomed new Members to the Committee. The Committee expressed their thanks to Mrs Barbara Newman who had stepped down from the Committee after a long period of service. Members also noted the sad passing of the long serving Verderer and friend of the Committee, Verderer Peter Adams. Members expressed their thanks to Mr Adams and his family and agreed that his expertise and friendship would be dearly missed.

5. **ELECTION OF DEPUTY CHAIRMAN**

Resolved – that Graeme Smith, being the only Member expressing an interest in serving as Deputy Chairman, be elected for the ensuing year.

6. **MINUTES**

Resolved – that the minutes be agreed as an accurate record.

Matters arising:

The Town Clerk informed the Committee that a report concerning the election of an interim Verderer covering the current vacancy would be submitted to the July meeting. Members were informed that legal advice had been sought regarding the process and it was noted that it was in the gift of the Epping Forest and Commons Committee to appoint the interim Verderer. A report would be submitted to the Court of Common Council for their information following a successful appointment.

A Member confirmed that he was now clear about the Environment Agency flood mapping that had been used in the previous Superintendent's presentation.

7. **DRAFT EPPING FOREST JOINT CONSULTATIVE COMMITTEE MINUTES**

Resolved – that the draft minutes be received.

8. **DRAFT EPPING FOREST CONSULTATIVE COMMITTEE MINUTES**

Resolved – that the draft minutes be received.

9. **COMMITTEE APPOINTMENTS**

The Committee were invited to consider the report of the Town Clerk relating to the appointment of sub committees.

Resolved – that the following appointments be agreed:

Ashted Commons Consultative Committee

Philip Woodhouse

Graeme Smith

Sylvia Moys

Jeremy Simons

Burnham Beeches Consultation Group

Philip Woodhouse
Graeme Smith
Sylvia Moys

West Wickham, Spring Park and Coulsdon Commons Consultative Committee

Philip Woodhouse
Graeme Smith
Sylvia Moys
Jeremy Simons

Epping Forest Consultative Committee

Philip Woodhouse
Graeme Smith
Sylvia Moys
Benjamin Murphy
Verderer Thomas
Verderer Chapman
Verderer Murphy

Epping Forest Joint Consultative Committee

Philip Woodhouse
Graeme Smith
Sylvia Moys
Gregory Lawrence
Verderer Thomas

Epping Forest Management Plan Steering Group

Philip Woodhouse
Graeme Smith
Sylvia Moys
Benjamin Murphy
Verderer Thomas
Verderer Chapman
Verderer Murphy

Open Spaces and City Gardens Committee Representative

Verderer Jo Thomas

10. **FINAL DEPARTMENTAL BUSINESS PLAN 2018/19**

Members noted the final high-level business plan for the Open Spaces Department for 2018/19. The plan identifies three top line objectives with four outcomes sitting under each objective. These objectives and outcomes are pertinent to the whole range of services provided by the Department. The Plan also shows how the Open Spaces Business Plan helps to deliver the outcomes of the Corporate Plan 2018 – 2023 by referencing the Corporate Plan numbered outcomes alongside the Departments outcomes, programmes and projects.

Members raised concerns regarding the number and relative merits of the Capital Proposals included within the Business Plan. The Director agreed to provide more to Committee on this matter.

Resolved – that the plan be received.

11. **SUPERINTENDENT'S UPDATE**

Members noted the Epping Forest Division's activities across February 2018 to March 2018.

Of particular note was the provision of Royal Assent for the City of London Corporation (Open Spaces) Act 2018; end-of-year budgeting to within 1.6% of budget target; a marked fall in reported rough sleeping in Epping Forest; savings of almost 6,000 on the first 3 months of the revised waste management contract; completion of 222.5 acres of wood pasture restoration; the birth of 28 calves through winter calving and the successful reorganisation of the Sport turf teams.

In response to a query regarding Enforcement Officers and Forest Keepers Members were informed that two new part-time temporary Enforcement Officers had been appointed replacing the previous Enforcement Officer in the Forest keeper team to maintain the focus of fly-tipping prosecutions. Members were delighted to see that more hard copies of Forest Focus had been requested. Information about work in the Forest was being well publicised to a wide circle.

Members asked if there was any merit in joining with local authorities to tackle the problem of fly tipping and asking for witnesses to the crime through signing. Members agreed that officers in local authorities should be approached to seek collaboration opportunities. Officers were investigating the possibility of roaming cameras to tackle the issue. A Member queried the correlation between fly tipping and rough sleeping. Officers said that they would circulate the in-depth data to the Member outside of the meeting.

Resolved – that the update be received.

12. **COUNTRYSIDE STEWARDSHIP SCHEME APPLICATION UPDATE FOR EPPING FOREST**

Over the ten-year span (2008 – 2018) of the current Environmental Stewardship Scheme (ESS) the grant monies will have brought in a total of over £1.73 million in revenue, providing vital support for approved conservation work in Epping Forest's internationally and nationally-important habitats. The agreement with Natural England under ESS terminates in October 2018. The successor scheme is the Countryside Stewardship Scheme (CSS), aimed at providing similar support for biodiversity conservation. Epping Forest remains a priority site for Natural England.

Following the previous report to Committee in January, a further review of the

application process has been undertaken with Natural England (NE). As a result, it has become clear that with withdrawal of fieldwork assistance by NE, changes to mapping, new issues on commoning rights and the request for prior quotations through a procurement process the timetable for application needs to be extended. As the applications for CSS can only be made annually, the application is now proposed for August 2019 rather than 2018.

The Management Plan Steering Group would be consulted on the options in the same way as previously proposed but now over a longer timescale. Approval would be sought from your Committee in July 2019. Any application would be submitted by September 2019 to Natural England for its approval. Any CSS grant payments would start in January 2020. The period without Stewardship grant-funding, therefore, would be increased from 2 months, under the original approved timetable, to 14 months. This creates a deficit in income spread across two FYs, and will require a temporary cessation of any contractor work in FY2019-20 and leave a potential funding gap in that year of £70,000. The aim is to cover this gap with new income from CSS

Resolved – that Members:

- ☐ note the revised, longer timetable for the options appraisal by the Management Plan Steering Group and later application preparation;
- ☐ approve the preparation of a CSS application, consistent with their previous approval, to be presented to the Committee by July 2019.

13. **EPPING FOREST EVENTS POLICY**

Epping Forest, in common with many of the City Corporation's Open Spaces, has a strong history of hosting public events on Forest Land including fairs, circuses, firework displays, concerts, sporting tournaments and charity events. To reflect the increasing volume and complexity of event requests being considered by each Open Space, as well as to address the new opportunities and obligations under the City of London Corporation (Open Spaces) Act 2018, which received Royal Assent on 15 March, the Director of Open Spaces is proposing both a Departmental Policy and site specific local policy arrangements which will ensure that events are properly managed; the impact of any event on the Open Space, areas under statutory protection and adjoining communities is minimised and that the costs of hosting the event are properly reflected in any licence fee.

In response to a query Members were assured that the new policy was user friendly and widely appreciated by officers. The Open Spaces Departmental Events Policy was approved by the Open Spaces and City Gardens Committee on 16 April 2018. The Committee agreed that it would be very useful for those planning events to receive a clearer map of the area. Members agreed that health and safety was a vital part of planning any event, and insurance information was an essential aspect of the policy.

The Committee queried the definition of a sports event within the policy. Members were informed that the requests coming in to the department were wide and varied so the policy needed to cover all potential requests and events as flexibly as possible.

Members asked whether any complaints had been received under the new scheme. The Superintendent clarified that there had been a number of queries associated with the new tariff but no formal complaints had been received.

Resolved – that Members noted the approved Open Spaces Departmental Events Policy.

14. EPPING FOREST MITIGATION STRATEGY

Members noted that their approval was sought to develop an Epping Forest Recreational Pressure and Air Pollution Mitigation Strategy which would outline costed interventions that could manage the negative impact of increased air pollution and recreational pressure on the Epping Forest SAC. The implementation of the strategy and monitoring of its effectiveness would be funded by developer contributions which would be calculated according to the number of bedrooms within each new property built within a certain radius of the SAC.

Members noted that ahead of the Committee's consideration of a costed formal strategy, there is a need to implement interim measures to ensure new developments that will shortly receive consent make appropriate financial contributions based on an interim tariff. This interim strategy would cover the mitigation of recreational and urbanisation pressures only. The traffic and air quality modelling have not been provided to allow any mitigation proposals in relation to air pollution impacts.

In response to a query it was noted that Mitigation Strategies are normally developed by the relevant Local Planning Authority. In this instance, because of the City of London Corporation's stewardship of the entire SAC and its involvement in the Memorandum of Understanding for the protection of Epping Forest, the City Corporation is being asked to utilise its conservation land management expertise to help develop the District Council's Strategy.

Resolved – that Members:

☐ Approve the development an Epping Forest Recreational Pressure and Air Pollution Mitigation Strategy for the Epping Forest Special Area of Conservation (SAC).

☐ Delegate Authority to the Town Clerk, in consultation with the Chairman and Deputy Chairman, to agree an interim strategy and tariff.

15. SUPERINTENDENT'S UPDATE

Members noted a general update on issues across the nine sites within 'The Commons' division that may be of interest to members and is supplementary to the monthly email updates.

Resolved – that the update be received.

16. PUBLIC SPACES PROTECTION ORDERS ANNUALISED FIGURES UPDATE FOR BURNHAM BEECHES

At this committee on the 11th September 2017 Members requested that annualised Public Spaces Protection Orders (PSPOs) figures are presented to the Committee. The information in this report summarises activity in relation to PSPOs, and the preceding Dog Control Orders (DCOs), at Burnham Beeches for the period 01/04/17 to 31/03/2018.

17. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE

There were no questions.

18. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

There was no urgent business.

19. 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.

20. NON-PUBLIC MINUTES

Resolved – that the minutes be agreed as an accurate record.

21. BURNHAM BEECHES CAFES REPORT

The Committee considered a report of the Director of Open Spaces.

22. GATEWAY 7 REPORT - HIGHAMS PARK LAKE

The Committee considered a report of the Director of Open Spaces.

23. WOODFORD GOLF CLUB - 2018 LICENCE FEE REVIEW

The Committee considered a report of the Director of Open Spaces.

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

There were no questions.

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

There was no urgent business.

The meeting ended at 1:00pm.

Chairman

Contact Officer: Natasha Dogra

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Committees	Dated:
Open Spaces & City Gardens Committee	16 July 2018
Epping Forest & Commons Committee	9 July 2017
West Ham Park Committee	16 July 2018
Hampstead Heath, Highgate Wood & Queens Park Committee	5 Sept 2018
Subject: Open Spaces Business Plan year-end report 2017/18	Public
Report of: Director of Open Spaces	For Information
Report author: Gerry Kiefer, Business Manager	

Summary

2017/18 was a year of embedding change, with a new Director and new services joining the Department. Services have continued to perform well with high levels of customer satisfaction recorded and numerous accreditations from organisations such as Green Flag, London in Bloom and Visit England. There has been consistent achievement of performance measures with slight improvement upon the previous year. Net local risk expenditure for services that are the responsibility of the Open Spaces and City Gardens Committee came in very slightly (0.2% / £28k) overspent. The Open Spaces Act received Royal assent on 15 March 2018 and this will enable the charities to enhance their ability to optimise income generation.

Recommendation

Open Spaces and City Gardens Committee - Members of the are asked to:

- Note this report and the achievement against performance measures as detailed in appendix 1.
- Note the achievements within City Gardens as detailed in appendix 2
- Note the achievements across the other Open Spaces Service Committees as detailed in appendices 3 to 6

West Ham Park Committee - Members of the are asked to:

- Note this report and the achievement against performance measures as detailed in appendix 1.
- Note the achievements at West Ham Park as detailed in appendix 3

Hampstead Heath, Highgate Wood & Queens Park Committee - Members of the are asked to:

- Note this report and the achievement against performance measures as detailed in appendix 1.
- Note the achievements at Hampstead Heath, Highgate Wood & Queens Park as detailed in appendix 4

Epping Forest and Commons Committee - Members of the are asked to:

- Note this report and the achievement against performance measures as detailed in appendix 1.
- Note the achievements at the Commons and Epping Forest as detailed in appendices 5 and 6

Main Report

Background

1. The Open Spaces & City Gardens Committee approved the Departmental Business Plan for 2017/18 in May 2017. To achieve our objectives the Business Plan identified a number of key programmes and projects. Performance against the Departmental objectives is measured by an agreed set of Performance Measures as detailed in Appendix 1.

Current Position

2. 2017/18 has been a year of embedding change (new Director and the addition of Tower Bridge, the Monument and Keats House to the Department) and maintaining service standards and customer satisfaction whilst meeting the challenges of efficiency savings.
3. Across the Department there have been many achievements over the last year and some key achievements are listed below. Additional examples by service Committee are included in Appendices 2 to 6. Detailed information about achievements and performance in relation to the Cemetery and Crematorium, Tower Bridge, Monument and Keats House will be detailed in separate reports to the Port Health and Environmental Services Committee, and Culture, Heritage and Libraries Committee.
4. **Major achievements in 2017/18:**
 - The Open Spaces Act received Royal assent on 15 March 2018.
 - Epping Forest Consultative Committee launched, and first meeting held. Now established in governance calendar.
 - 24 apprentices are working across the Department in roles as varied as arborists and digital communications
 - 15 Green Flags and 13 Green Heritage Awards are awarded to the City of London
 - Tower Bridge is awarded a Visit England Gold Accolade which 'recognises attractions where the visitor experience is of the highest quality'. Of 1,000 UK attractions participating in the assessment scheme, only 15 received Gold Accolades in 2017.
 - Completion of 3 solar panel installations on buildings across Epping Forest and Hampstead Heath.
 - Creation of Local Fleet and Plant Management Plans designed to reduce associated costs and improve operational efficiency.
 - An average of 91% of respondents to the annual 'snapshot' survey stated their level of satisfaction with the open spaces as good or very good.
 - 87% of 400 visitors at the Cemetery and Crematorium rated the features and facilities as 'very good' or 'good'.

- Learning Programme engaged 82,849 people in learning activities; 19% above our two-year target of 69,604.
- The Vision for Hampstead Heath has been developed as an outcome of the community engagement which has taken place.
- A new Verderer was elected to Epping Forest and City Commons Committee
- Seething Lane Gardens Project was completed in 2017/18 within programme and £8k below approved budget of £137k
- Kenley Revival Project met all targets for education activities and volunteering opportunities.
- Windows 10 rolled out across the Department and IT transformation provided laptops to enable more flexible ways of working, and improved connectivity from remote and non-CoL sites.
- £181k transactions for tennis through Clubspark on-line booking system reduced cash handling on site and provided a better customer service

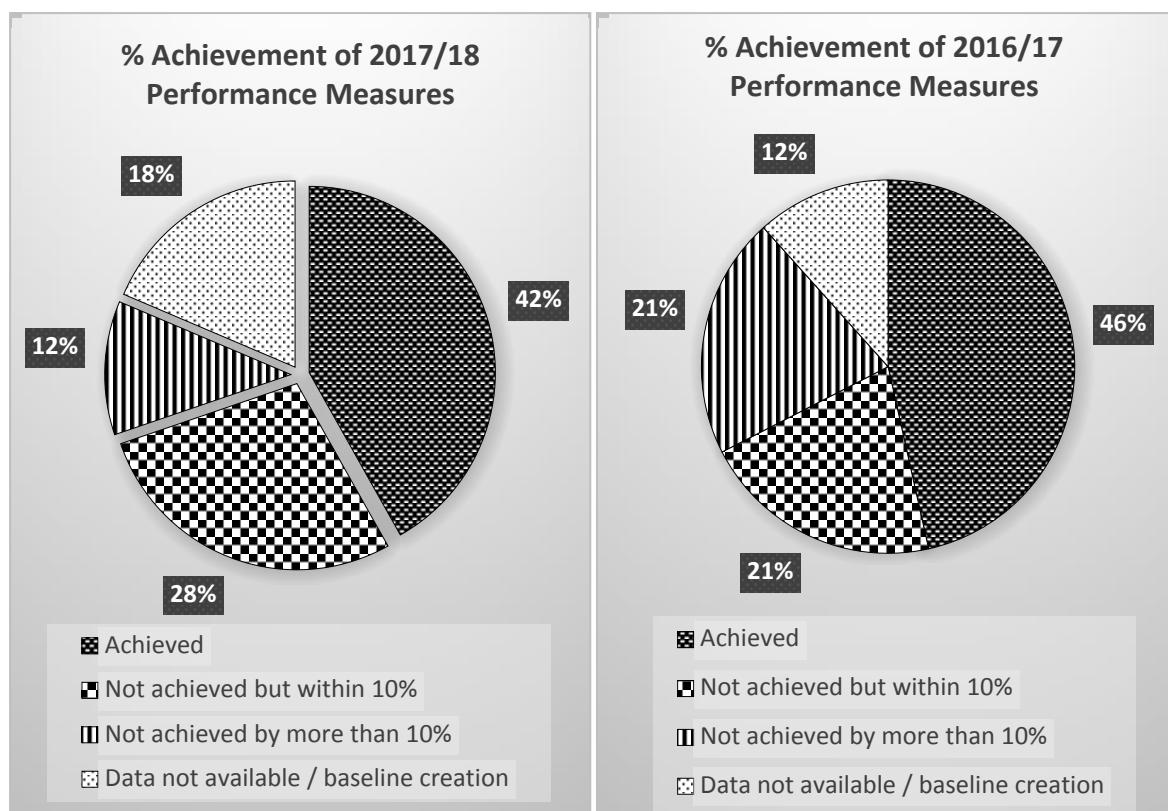
5. The Business Plan identified several key Programmes and Projects and their performance is listed below:

Programmes and Projects	Progress Achieved during 2017/18
Ensure our services are inclusive, accessible and welcoming to all (Equalities Board)	Successful implementation of a new data collection policy to help track diversity of our visitors across sites. This will allow us to compare data and maintain GDPR compliance in the new year.
Continuously develop the visitor offer at the Department's heritage attractions in terms of content, processes, technology and customer service	<p>Tower Bridge:</p> <ul style="list-style-type: none"> • New content and technologies implemented as part of full interpretation overhaul in the Engine Rooms • Artist in Residence programme established • Staff received the 2017 Celebrating Our People award for Excellence in Customer Service <p>Keats House:</p> <ul style="list-style-type: none"> • developed the <i>Keats and Milton: Paradise Lost</i> temporary exhibition • delivered an events programme of c. 90 events, which was attended by 4,795 people.
Develop and deliver fundraising options (Fundraising Board)	Researching the potential of legacy funding and the infrastructure/process required to make this available and easily accessible for potential donors.
Increase participation and improve management of sports (Sports Programme)	Tennis participation levels captured on Clubspark which provides accurate usage data. Formal booking procedures at Hampstead Heath Athletics Track now requires clubs to provide usage monitoring and data management.
Deliver opportunities arising from improved management capability from the Open Spaces Bill	Open Spaces Act received Royal Assent on 15 March 2018. New opportunities to be progressed in 2018/19 now the Act is in place.
Protect our open spaces and generate income from Wayleaves Programme	Preparation and research complete ready to launch next phase of wayleave enforcement to protect Forest land now that the Act is in place.
Increase income generation and ensure appropriate and transparent	New Events and Licencing policies have been piloted at Epping Forest, giving clarity to applicants and transparency on associated charges.

charging (Promoting our Services Programme)	Draft events policy presented to some Consultative Committees for comment in 2017/18.
Reduce energy usage and increase energy generation capacity (Energy Efficiency Programme)	Completion of 3 solar panel installations on buildings across Epping Forest and Hampstead Heath to increase energy generation (providing 64,000kw of electricity per annum), reduce emissions, reduce costs and raise long term income
Reduce fleet operating and maintenance costs (Fleet Programme)	Local Fleet and Plant Management Plans completed for OS Divisions which set out how each Division will achieve long term reductions in associated running costs, an overall reduction in vehicle/plant numbers coupled to a replacement programme for the remainder to procure electric/hybrid vehicles to further reduce budget and environmental impacts.

Performance Measures

6. The 2017/18 Business Plan report identified 43 measures which would gauge our performance against our Departmental objectives. These performance measures built on the three-year targets set in 2016/17 with the addition of measures relating to Tower Bridge, Monument and Keats House.
7. This list of performance measures as they relate to this Committee including the results for 2017/18, the target for 2017/18 and, for comparison, our performance in 2016/17 is contained within appendix 1.
8. Members will note that we are still waiting for data to finalise year end performance of 6 utility and fuel measures. This data is most accurately provided centrally and is not available until mid/late July.
9. The Performance Measures were divided into eight groupings: Departmental, Health & safety, HR, Sports Board, Cemetery & Crematorium, Learning Programme, Tower Bridge & Monument, Keats House. Generally, performance has been consistent with previous years with 18 measures (42%) being achieved and 12 measures just missing the target by less than 10%. For two measures the data was either not collected (staff survey) or data has been collected for the first time, thus establishing a baseline against which a target can be set for 2018/19. The pie chart below shows our comparative performance between this 2017/18 and 2016/17. This will be updated once the full data is available for utilities and fuel.



10. Appendix 1 provides the detail behind the performance measures. Key findings from analysing the data for 2017/18 show that:
- The Department continues to overachieve on the target scores for Green Flag awards
 - Tennis bookings were above target at three of the four sites
 - Football bookings generally have closely missed their targets apart from West Ham Park and Epping for which explanations are given in paragraph 12.
 - The Learning Programme achieved all its performance measures.
 - The number of 'visitors' to the Open spaces webpages is significantly higher than the target
11. There were five measures where the target was missed by more than 10% and these are listed below together with the reasons.

Targets that were missed by more than 10%	Reason for missing targets
Increase the amount of directly supervised volunteer hours	Changes in personnel in 2016/17 meant that recorded data included all volunteers working with sports clubs at some divisions and wasn't recorded in following year. A guide is being established so all PI collators are clear on how / what to collect.
Number of football bookings at WHP	82 bookings against a target of 96, mainly due to a team not using the pitch for training sessions this year. Additional marketing will be carried out in 2018 to raise awareness of the parks pitches and attempt to engage with additional teams.

Number of football bookings at Epping	Numbers below previous years but change in personnel has identified likely differences in data collection methodology. A guide is being established so all PI collators are clear on how / what to collect.
Visitor numbers at the Monument	Downturn in London tourism economy following London terrorism attacks.
Overall income target at the Monument	Downturn in London tourism economy following London terrorism attacks.

Corporate & Strategic Implications

12. The 2017/18 Business Plan report (May 2017) showed how the Department contributed to the previous Corporate Plan; particularly in relation to strategic objectives:

- SA2: To provide modern, efficiency and high qualities local services, including policing, within the Square Mile for workers, residents & visitors
- SA3: To provide valued services, such as education, employment, culture and leisure to London and the nation

13. The Department particularly helps to achieve the 2018-2023 Corporate Plan's aims to:

- Contribute to a flourishing society and
- Shape outstanding environments

Implications

14. **Finance:** Excluding the local risk budgets aligned to service areas outside the responsibility of the Open Spaces and City Gardens and other Open Spaces service Committees (Cemetery & Crematorium, Tower Bridge, Monument and Keats House) the Department spent 99.5% of its local risk expenditure budget and achieved 98% of its local risk income target. Thus, its overall net position was £28k overspent.

15. The table below shows the income and expenditure 'budget' and 'year end outturn' for each Open Space division.

	Expenditure budget £	Outturn expenditure £	Income budget £	Outturn Income £	Total net budget £	Net outturn £
Epping Forest	4,177,000	4,142,318.75	-1,565,000	-1,459,790.30	2,612,000	2,682,528
Hampstead Heath	5,743,000	5,871,683.91	-1,344,000	-1,403,435.34	4,399,000	4,468,249
West Ham Park	888,000	919,447.84	-281,000	-313,077.25	607,000	606,371
Queens Park, Highgate Wood	1,041,000	1,028,051.67	-154,000	-163,609.15	887,000	864,443
City Gardens & Bunhill Fields	1,762,000	1,711,890.02	-500,000	-456,955.71	1,262,000	1,254,934
The Commons	1,918,000	1,899,197.16	-342,000	-331,230.07	1,576,000	1,567,967
Directorate	466,000	412,830.08	0	-4,686.56	466,000	408,144
Learning	394,000	329,340.04	-230,000	-181,172.68	164,000	148,167
TOTAL	16,389,000	16,314,759	-4,416,000	-4,313,957	11,973,000	12,000,802

Property:

16. Two properties which Members declared surplus in 2016/17 as part of the Operational Property Review were sold in 2017/18 for £2.85 million.

Conclusion

17. The Department performed well against targets in 2017/18, progressed and completed many significant pieces of work and effectively managed its budget.

Appendices

Appendix 1- Business Plan Performance Measures

Appendix 2 - Key achievements at City Gardens

Appendix 3 - Key achievements at West Ham Park

Appendix 4 - Key achievements at Hampstead Heath, Queens Park & Highgate Wood

Appendix 5 - Key achievements at Epping Forest and The Commons

Background Papers

Open Spaces & Heritage Business Plan 2017/18 – Open Spaces & City Gardens Committee; May 2017.

Gerry Kiefer

Business Manager, Open Spaces Department

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Appendix 1 – Business Plan Performance Measures

DEPARTMENTAL	2016/17 Actual (annual)	2017/18 Performance Target	2017/18 Actual (annual)
Retain 15 Green Flags and improve the overall band score achieved across our Green Flag sites by 2018/2019	ACHIEVED 15 green flag sites overall band scores 53% = 80+ 27% = 75 – 79 20% = 70 - 74	15 green flag sites overall band scores 46% = 80+ 27% = 75 – 79 27% = 70 - 74	ACHIEVED 15 green flag sites overall band scores 60% = 80+ 33% = 75 – 79 7% = 70 - 74
Retain 12 green heritage awards and increase this to 13 sites by 2018/19	ACHIEVED 12 Green Heritage Awards	12 Green Heritage Awards	ACHIEVED 13 Green Heritage Awards
Achieve our Departmental net local risk budget.	£ 9,578,718	£10,543,000	ACHIEVED £9,657,760
Reduce utility consumption (electric)	MISSED 1815781 (+5.7%)	2.5% reduction on 2016/17 performance = 1,770,386	Awaiting Q4 data 1096440 Kw/hrs
Reduce utility consumption (gas)	ACHIEVED 3439608 (-8%)	2.5% reduction on 2016/17 performance = 3,353,617	Awaiting Q4 data 699,688 Kw/hrs
Reduce fuel consumption (white & red diesel)	MISSED 67931 (+10.8%)	5% reduction on 2016/17 performance = 64,534	Awaiting Q4 data 63590 litres
Reduce fuel consumption (petrol)	MISSED 2064 (+3.5%)	5% reduction on 2016/17 performance = 1,960	Awaiting Q4 data 2039 litres
Reduce fuel consumption (small fuels)	MISSED 14201 (+4.2%)	5% reduction on 2016/17 performance = 13,490	Awaiting Q4 data 6567 litres
Increase electricity generation	MISSED 44861 (-12.2%)	A further two additional buildings generating 50KWH each	Awaiting Q4 data 14955 Kw/hrs
Increase the amount of directly supervised volunteer work hours	Directly and indirectly combined: 43,140	2016/17 performance plus 5% = 45,297	MISSED $\geq 10\%$ 36,526
Increase the amount of indirectly supervised volunteer work hours	Establish Baseline		New baseline 7,670.5
Increase the amount of unsupervised volunteer work hours	Establish Baseline 16,401	2016/17 performance plus 5% = 17,221	ACHIEVED 19,896.52
Increase the percentage of customers surveyed as part of the 60 second survey or similar that stated the 'overall rating' of the open space as 'very good or excellent'.	ACHIEVED 88%	2016/17 performance plus 5% = 93%	Missed $< 10\%$ 91%
Increase the number of 'visitors' to the Open spaces webpages.	MISSED 558,2592	2016/17 performance plus 10% = 614,451	ACHIEVED 767,076
H&S	2016/17 Actual (annuals)	2017/18 Performance Target	2017/18 Actual (annual)
Increase the percentage of H&S accidents that are investigated within 14 days.	MISSED 62%	83%	Missed $< 10\%$ 78%
Description - HR	2016/17 Actual (annuals)	2017/18 Performance Target	2017/18 Actual (annual)
Reduce the average number of Full Time Employee (FTE) working days lost per FTE due to short term sickness absence.	ACHIEVED Feb 2016-Jan 2017 = 3.2 FTE Working Days Lost per FTE	3.3 days FTE Working Days Lost per FTE	ACHIEVED 3.18 FTE Working Days Lost per FTE

Reduce the average number of FTE working days lost per FTE due to long term sickness absence.	MISSEDFeb 2016 to Jan 2017 = 2.68 days Long-Term FTE Working Days Lost per FTE	2.35 days FTE Working Days Lost per FTE	Missed < 10% 3.13 FTE Working Days Lost per FTE
Increase the percentage of Open Space's staff who state they are at least satisfied with their workplace in the annual staff wellbeing survey.	Survey not undertaken	94%	Survey not undertaken
SPORTS BOARD	2016/17 Actual (annuals)	2017/18 Performance Target	2017/18 Actual (annual)
Increase the amount of tennis played across our sites.	ACHIEVED 1,822 Adults 993 Concess (total 2,815)	WHP: increase court hours used by 40% on 2016/17 actual = 3,941	ACHIEVED 2700 Adults 1264 Concess 2769 Coaches (total 6,733)
	Parliament Hill: 6,677 Adults 4,266 Conc U/K 591	Parliament Hill: increase court hours by 5% each for adults and concessions on 2016/17 actual = 12,131	Missed < 10% Parliament Hill: 7,299 Adult 4,116 Concession 11,415 Total
	MISSED Golders Hill Park: Adults 1,306 Conc 798	Golders Hill Park: increase court hours by 5% each for adults and concessions on 2016/17 actual = 2,209	ACHIEVED Golders Hill Park 1,777 Adult 1,402 Concession 3,179 Total
	ACHIEVED Queens Park: 3,585 Adults 585 Conc U/K 439	Queens Park: increase court hours by 5% each for adults and concessions on 2016/17 actual = 4,839	ACHIEVED Queen's Park 4,181 Adult 961.5 Concession 5,142.5 Total
Increase the amount of football played across our sites.	ACHIEVED Total of 91 bookings	WHP increase bookings by 5% on 2016/17 actual = 96	MISSED $\geq 10\%$ 82 bookings
	MISSED 3,045 Bookings	Epping increase bookings by 2% on 2016/17 actual = 3105	MISSED $\geq 10\%$ 2,209
	ACHIEVED 154 bookings Need to know the breakdown of adult and junior bookings in order to set the target for 17/18	Heath Extension increase adult bookings by 5% and maintain level of junior bookings on 2016/17 actual =	Missed < 10% Heath Extension = Adult 0 bookings Junior 145 bookings
	MISSED 6 bookings	Parliament Hill increase adult and concession bookings by 5% on 2016/17 actual = 6	ACHIEVED Parliament Hill = Adult 13 bookings Junior 51 bookings
	MISSED 43 bookings	Highgate Wood increase adult bookings by 5% on 2016/17 actual = 45	Missed < 10% 40 bookings
Increase the number of golf visits at Chingford Golf Course.	19,169	Increase 2016/17 baseline figure by 5% = 20,127	Missed < 10% 18,677

LEARNING PROGRAMME	2016/17 Actual (annuals)	2017/18 Performance Target	2017/18 Actual (annual)
Increase the percentage of Learning Programme participants who are more knowledgeable about the natural history of our open spaces.	ACHIEVED 86% of participants surveyed	80% of participants surveyed	ACHIEVED 100%
Increase the percentage of new participants in the Learning Programme who report their intention to visit our open spaces with their families	ACHIEVED 93% of participants surveyed	60% of participants surveyed	ACHIEVED 94%
Increase the percentage of Learning Programme participants who are from Black and Minority Ethnic or under-represented groups	ACHIEVED 45% of participants surveyed	50% of participants surveyed	ACHIEVED 51%

Appendix 2 – Additional achievements at City Gardens

- Numerous planting and infrastructure improvements both within the gardens and on the highway with replanting and other works taking place at Seething Lane, Mitre Square, Tower Hill Gardens, Smithfield Rotunda and Cleary Gardens.
- Work is in the final stages on the public realm enhancement project at Aldgate.
- The City Gardens team has been grateful for the continued support of Friends of City Gardens, whose fantastic work this year has included Open Squares Weekend, walks, talks, visits and activities across a range of green spaces, organised in conjunction with City of London Corporation's LEN the city in bloom awards; "Clean and Green for Seventeen: An Air Quality Challenge". This was a campaign that recognised the work of community groups, businesses and residents in making the Square Mile a greener place with cleaner air. They also rejuvenated and are helping maintain Church Entry garden.
- We have recruited four apprentices this year, two at NVQ level 2 horticulture and one NVQ level 3 who is a Project Support apprentice
- Awards – Green Flag and Green Heritage awards were both retained at Bunhill Fields. City Gardens enjoyed a success in this year's London in Bloom awards, becoming overall winner in the Town category (based on population size). St Olave's Churchyard, Hart Street won gold and overall winner of Churchyard of the year award. Beech Gardens, the Barbican Estate won Gold in the Small Park/Garden category. St Dunstan in the East won Gold in the Small Park/Garden category. Due to this success we were invited to enter this year's Britain in Bloom national competition in 2018.
- Events – Festival Gardens hosted a very successful open-air film screening in August, organised by Nomad Cinema and sponsored by both Brookfield Property Partners and Cheapside Business District. The event sold out and received very positive feedback from the sponsors, organisers and members of the audience. We are partnering with Nomad again this year and hoping to recapture the success of last year's event.

APPENDIX 3 – Additional achievements at West Ham Park

- West Ham Park was awarded Gold at London in Bloom (up from Silver Gilt last year) and retained its Green Flag and Heritage awards but increased its overall score in both.
- SBR targets were delivered and additional revenue brought in e.g. hire of bandstand as well as events, e.g. Brining Communities together
- Two residential lodges continue to be leased externally and yield an income for the City.
- First year of trading for the 'Snack Shack' a pop-up food concession based in the park serving hot and cold drinks and food from May to September. Although trade was slow to begin with, the summer yielded higher customer numbers. Feedback from the public was good with supportive comments being received.
- Committee approval was granted for the extension of the Nature garden in 2018/19 increasing the amount of habitat on site for wildlife and space for children and adults to connect with it.
- Options Review Group was formed to inform the review of the Nursery Site at West Ham Park.
- Approval granted in July 2017 to redesign the playground and explore alternate options for water play. Public consultation on concept designs planned for Summer 2018.
- 197 volunteers were active at West Ham Park throughout the year (number is made up of regular volunteers such as the friends of West Ham Park, corporate volunteers and Wild East and Wild School Volunteers).
- Tennis coaches work with Local Tennis Leagues and the Lawn Tennis Association (LTA) to promote and develop tennis in the park.
- Use of tennis courts has increased by 65% since renovation works in 2016 meeting planned targets (6,733 hours of play in total on the courts).
- The Park's tennis coaches secured Pay Tennis funding from the LTA to deliver sessions for 12-15 year olds over an 8 week period between May and June.
- 5,392 adults and children attended tennis coaching courses throughout the year.
- Through the Newham Cricket Development Group the Park supports cricket development in the borough. Festivals and summer camps provide informal ways for local children to engage with cricket. West Ham CC junior team continues this path way into the more formal game.
- Capital Kids Cricket (CKC) launched 'All Stars' a new programme from the English Cricket Board aimed at getting more children playing cricket, West Ham Park has seen one of the highest numbers of children registering in East London with 30 signed up. CKC also started a female training group in 2017 with good take up.

Appendix 4 - Additional achievements at Hampstead Heath, Queens Park and Highgate Wood

- Successful continuation of Ponds restoration works following the completion of the successful Hampstead Heath Ponds Project in 2016. Positive feedback has been received from visitors and 6 awards have been received for the Project, including Civil Engineering Project of the Year (£10m - £50m) at the British Construction Industry Awards.
- Green Flag status has been retained at Highgate Wood, Queen's Park and Hampstead Heath. Golders Hill Park achieved a Gold London in Bloom award for the Hill Garden and Pergola and was the overall category winner (Walled Garden Category). The Park also won Gold in the Large Park category.
- A range of consultation and engagement with respect to the draft Hampstead Heath Management Plan, which will cover the period 2018-2027, has taken place. The Vision for Hampstead has been developed as an outcome of the engagement which has taken place. This information has informed the Outcomes Framework, which will be an important part of the overall Management Framework.
- Plans to deliver improvements at the East Heath car park, in partnership with the City Surveyor are in place and the works will commence in Summer 2018. This will provide improved health and safety and drainage.
- A vision for the Zoo at Golders Hill Park to ensure that it is a sustainable facility has been developed.
- Plans have been developed and a range of community engagement has taken place with respect to a review of the Adventure and Peggy Jay Playgrounds at Parliament Hill. Work is due to commence in Autumn 2018.
- Heath Hands continue to provide positive support to the Division and have received a City Bridge Trust Grant, which has been used to employ a part time Community Heath Project Assistant who has been involved in a range of outreach projects, to bring new audiences to the sites.
- The control of Oak Processionary Moth (OPM) and Massaria continues to be a focus for the Tree Team. Numbers of affected trees have increased significantly, as is the trend. Trees were sprayed in the spring and the team continue to work with The Forestry Commission and colleagues to find solutions to manage this issue.
- The English National Cross-Country Championships took place in February, and the site restoration was assisted by two Shire Horses, which were brought on to help.
- Community events continue to be held on Hampstead Heath, Highgate Wood and Queen's Park to promote culture, health, sport and wellbeing. These have included Give it a Go day, The Queen's Park Day and the Heritage Festival at Highgate wood.

Appendix 5 – Additional achievements at The Commons

Kenley Common

- The Kenley Revival Project has now entered the final year of the project and has enjoyed successes throughout the last twelve months.
- The Learning Festival attracted over 800 hundred schoolchildren who attended several workshops, educational presentations and re-enactments.
- The ‘Sky Heroes’ day attracted over 5,000 visitors enjoying a similar experience to the Learning festival with music from the era and vintage vehicles.
- Planning permission was granted for the renovation of the blast pens and construction of the central spine walls. Most of the conservation and renovation works were undertaken during the year.
- Planning for the new interpretation and waymarking signage has been submitted and await a decision from Croydon Council.
- A new Learning and Volunteer officer is in post as well as an ‘Events Apprentice’.
- The MOD has submitted a planning application to Croydon Council for the erection of a perimeter fence which, it is proposed, will encircle the active and operational parts of the airfield.

Stoke Common Site of Special Scientific Interest

- Year 9 of the 10-year programme to restore the heathland habitat at Stoke Common was completed with most of the larger works now complete. Contractors conducted work on the West Common, removing small trees and opening further heathland habitat.
- All Stoke common was grazed by cattle and or ponies
- Survey work, planning and consultation for the new management plan is underway.

Burnham Beeches Special Area of Conservation

- Development near Burnham Beeches continues to be a cause for concern. However, the City officers’ have an excellent relationship with several of the local authorities, Parish Councils and Natural England and continue to work closely to mitigate the impact of developments near the site. This close working relationship has also been instrumental when consulting with local authorities in respect of their Local Plans.
- 163 hectares at Burnham Beeches was grazed with a combination of traditional and invisible fences.

Ashted Common National Nature Reserve

- Following a very successful first year of the grazing partnership with Surrey Wildlife Trust, with six cows grazing the Common, plans were drafted to increase the grazing area and in turn double the size of the herd on the common. This will assist with the current management plan and in maintaining wood pasture.

Appendix 6 – Additional achievements at Epping Forest

- The Branching Out project has been completed with delivery of visitor hub and gateway signage. The full grant was drawn down; £4,746,204. The project delivered the View Visitor Centre, easy access trails, resurfaced car parks, new signage and interpretation as well as outreach and other benefits.
- New picnic tables and benches have been installed at Wanstead Park alongside some surfacing works. Funded by the Friend of Wanstead Park via a grant from Tesco.
- The Holly Trail café has opened at the Caddie House in Chingford, alongside our own golf shop, and relocated cycle hire facility.
- New Events and Licencing policies have been piloted, giving clarity to applicants and transparency on associated charges. Income from licencing has improved greatly overall, particularly due to one application for temporary site facilities at Bury Road.
- Work on the EFDC Local Plan continues. A stratified visitor survey was carried out in October and November. Focus is currently on the mitigation strategy element. Local Plans for LBWF and LB Redbridge are also being commented upon.
- A number of joint working initiatives have been held, with EF Keepers working together with local enforcement partners, with the focus on vehicles travelling through the Forest, particularly those transporting waste without proper licencing.
- The Alzheimer's Society obtained a grant from The City of London Central Grants Programme to provide singing and dance sessions for people with early stage dementia. These have now commenced at the View, Epping Forest has not made a financial contribution, but the scheme enables the museum to outreach to a new audience.
- Marion Sidebottom has completed her one year artist-in-residency, finishing with an exhibition of her work at The View.
- 800 years of the Forest Charter was celebrated with a float at the Lord Mayor's Show with a team of just under 40 Epping Forest staff, volunteers, friends and family members. We were supported by Epping Ongar Railway who arranged a vintage London bus for the day, 4 members of the Royal Epping Golf Club, and sponsorship of £2,500 from Lathams Timber.
- The replacement of traditional lighting with LED has been completed at all Epping Forest operational buildings, window films to reduce glare and passive solar gain have been fitted at the Warren and the View.
- Photo-voltaic solar panels have been installed and commissioned at Harrow Road, the Warren Ancillary Barn and the Warren Saw Mill resulting in long periods of no energy being drawn from the grid on sunny days.
- Milkwort has been discovered in the Forest once more, considered locally extinct since 2005. The combination of late mowing with the aftermath grazing impacts of the cattle seems to have had the same benefits for this species as it had for Lousewort a decade earlier
- Control of Floating Pennywort at Perch Pond has been very successful, with the whole pond surface now water rather than weed. Water is now once again being allowed to flow from Perch Pond to Ornamental Water now that the Pennywort is so greatly reduced.

- Wood pasture restoration and management work across 222.5 acres of Forest has been completed at Barn Hoppit, Walthamstow Forest and Debden Slade, Lincolns Lane, Lords Bushes, Honey Lane Quarters and other areas of the Forest.
- A record 16,000 cow grazing days were recorded across the Forest in the 2017 season. It was a successful year for calving with 28 born, and at year end the Conservators Longhorn herd stands at 138.
- Focus and resource has increased on prosecutions of fly tippers and other anti-social behaviour in the Forest.
- Wanstead Flats (Parklife) football opportunity is at Gateway 3
- New Oak Processionary Moth colonies were discovered in Hollow Ponds, the Dell, Aldersbrook and Leyton Flats.
- Ramorum continues to be monitored, with some regrowth at the Warren Plantation showing signs of re-infection. Stumps were grubbed out and burnt to strengthen control. No further evidence of infection or re-infection has been observed in Wanstead Park or at other rhododendron sites
- Condition survey of The Grotto at Wanstead Park completed, with additional mapping of fallen stone from the façade possible due to low water levels.
- Conservation statements for The Cloister (Lawrence Hut) and Paul's Nursery have been drafted.
- The Copped Hall Parkland Management Plan has been drafted.
- Staff and volunteers have carried out condition surveys for promoted paths across the Forest, to inform future maintenance and management.
- A restructure of staffing at sports sites is proving successful, allowing each site to be properly staffed during opening hours.
- Three apprentices have been appointed in Administration, Arboriculture and Sports Turf Management roles.

Committee(s):	Date(s):
Epping Forest & Commons Committee	9 July 2018
Subject: Cyclical Works Programme Bid – 2019/20	Public
Report of: City Surveyor CS: 209/18	For Information
<p>Summary</p> <p>This report sets out a provisional list of cyclical projects being considered for properties under the management of Epping Forest and Commons Committee under the “cyclical works programme”.</p> <p>The draft cyclical project list for 2019/20 totals £999,100 and if approved will continue the on-going programme in the maintenance of the property and infrastructure assets.</p> <p>Recommendation</p> <ul style="list-style-type: none"> • That Committee notes the content of this report 	

Main Report

Background

1. The total value of the approved projects for the 18/19 cyclical works programme (CWP) for the Epping Forest and Commons Committee was £1.46m which consisted of 164 projects.
2. The Director of Open Spaces has requested that your Committee be provided with a preview of the likely works list in 2019/20 for Epping Forest and Commons.

Current Position

3. The attached list at Appendix A is a provisional list of projects for Epping Forest, City Commons and Burnham Beeches under consideration for 2019/20.
4. The information for the bid has been taken from the forward maintenance plans for each property within the Estate; these plans are regularly updated in conjunction with the Superintendent and their management team to ensure they are as accurate as possible.
5. It should be noted that this provisional list for 2019/20 is subject to a final review prior to presentation to the Corporate Asset Sub-Committee in September 2018

and consideration by the Resource Allocation Sub-Committee at the beginning of 2019.

Prioritisation of Projects

6. The project prioritisation model developed for the cyclical works programme has been applied to projects identified from forward cyclical maintenance/replacement plans of the Barbican Centre, GSMD and the Corporate Properties under the City Surveyors control.
7. Essential Projects for consideration of including within the bid list are ranked in order of priority according to the following criteria and scoring mechanism.
 - Health, Safety & Security (weighting 5)
 - COL Reputational (weighting 4)
 - Maintaining Income Stream (weighting 4)
 - Assets Performance (weighting 5)
 - Client Feedback (weighting 2)
8. The cyclical works programme Peer Review Panel, chaired by the Financial Services Director has met twice to consider the draft prioritisation of projects across all Departments. The panel has provided a “sense check” to ensure that the prioritisation ranking reflected in the Prioritisation model has been rigorously and consistently applied and that the outcomes in terms of prioritisation align to the City’s strategic aims and objectives.

Corporate & Strategic Implications

9. The CWP links to the City Surveyor’s Business Plan:

Strategic asset management: We will develop asset management strategies that align Corporate Property Strategy, Investment Property Strategy and risks. We will ensure that we unlock the potential of our property assets in a way that supports the efficient delivery of the Corporate Plan and Service Departments’ objectives.

Property assets and facilities management: We will ensure buildings are fit for purpose, sustainable, safe and secure, providing access for all, meeting service needs and community expectations and delivering value for money through enhancing our efficiencies; this includes asset management plans, facilities management including hard (planned and reactive maintenance) and soft services (cleaning, security, etc), cyclical projects and minor improvements and delivery of major capital projects for refurbishments and new builds.

It is intended that Epping Forest, City Commons and Burnham Beeches benefit from the provisional 2019/20 cyclical works programme as follows:

Epping Forest	£823,700	82%
City Commons	£144,400	14%
Burnham Beeches	£31,000	4%
	£999,100	

Conclusion

10. The attached provisional list of work for 2019/20 with an indicative value of £999,100 allows the on-going cyclical repairs and maintenance of the City's Operational estate at Epping Forest, City Commons and Burnham Beeches in particular to continue.

Appendices

- Appendix A - Provisional Cyclical Works Programme 2019/20

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Appendix A - CWP 19/20 - Actual List

Epping Forest

Property	Location	Project Title	Cost
Epping Forest	Queen Elizabeth Hunting Lodge	INTERNAL LIMEWASH	£20,000
Epping Forest	Wanstead Park, Historic Landscape	LAKES - WHARFING REPLACEMENT	£120,000
Epping Forest	Wanstead Park, Historic Landscape	LANDSCAPE WORKS	£48,000
Epping Forest	Wanstead Park, Historic Landscape	DESIGN AND SETTING OUT FEES	£6,000
Epping Forest	Wanstead Flats General	CULVERT/BRIDGE INSPECTION	£5,000
Epping Forest	Highams Park Historic Landscape	POND/WHARFING RELINING (INC WHARFING)	£24,000
Epping Forest	General	RESERVOIR SUPERVISION	£6,000
Epping Forest	General	CAR PARK ROAD OVERHAUL LEVELLING & RESURFACING	£60,000
Epping Forest	General	FOOTPATH/PAVING REPLACEMENT	£12,000
Epping Forest	General	GUTTER LINING REPLACEMENT (14 LODGES)	£150,000
Epping Forest	General	MAINS WATER REPLACEMENT	£36,000
Epping Forest	Information Centre	WINDOWS/DOORS REPLACEMENT	£14,500
Epping Forest	Jubilee Pond	LANDSCAPING ADJUSTMENTS	£100,000
Epping Forest	Office, The Warren	WINDOWS REPLACEMENT (SW)	£42,000
Epping Forest	1 East Lodge, The Warren	ROOF REPLACEMENT	£2,500
Epping Forest	2 East Lodge, The Warren	ROOF REPLACEMENT	£2,500
Epping Forest	2 East Lodge, The Warren	RADIATORS REPLACEMENT	£5,000
Epping Forest	Wardens Hse (Harting)	KITCHEN REFURBISHMENT	£9,500
Epping Forest	1 Jubilee Retreat, Bury Road (Flat)	BATHROOM REFURBISHMENT	£5,000
Epping Forest	1 Jubilee Retreat, Bury Road (Flat)	BRICKWORK REPOINTING	£1,200
Epping Forest	1 Jubilee Retreat, Bury Road (Flat)	KITCHEN REFURBISHMENT	£8,000
Epping Forest	1 Jubilee Retreat, Bury Road (Flat)	WINDOWS REPLACEMENT	£14,500
Epping Forest	1 Jubilee Retreat, Bury Road (Flat)	RADIATORS REPLACEMENT	£5,000

Epping Forest	2 Jubilee Retreat, Bury Road	BATHROOM REFURBISHMENT	£5,000
Epping Forest	2 Jubilee Retreat, Bury Road	DOORS REPLACEMENT	£4,000
Epping Forest	2 Jubilee Retreat, Bury Road	KITCHEN REFURBISHMENT	£8,000
Epping Forest	2 Jubilee Retreat, Bury Road	BOILER REPLACEMENT (OIL)	£10,000
Epping Forest	2 Jubilee Retreat, Bury Road	RADIATORS REPLACEMENT	£5,000
Epping Forest	Jubilee Retreat	MAIN PIPEWORK ADJUSTMENT AND OVERHAUL	£50,000
Epping Forest	Ivydene, Forest Side	KITCHEN REFURBISHMENT	£11,000
Epping Forest	Old Keepers Lodge, Wakes Arms	RADIATORS REPLACEMENT	£5,000
Epping Forest	The Grotto, Wanstead Park	LINER REPLACEMENT UNDER GRASS ROOF	£6,000
Epping Forest	2 Keepers Lodge, Wanstead Park	KITCHEN REFURBISHMENT	£11,000
Epping Forest	Butlers Retreat, Rangers Road	ROOF REPAIR	£12,000

£823,700

City Commons

Property	Location	Project Title	Cost
City Commons	Riddlesdown Common General	CAR PARK & ROADS RESURFACING	£6,000
City Commons	Keepers Cottage, Riddlesdown Common	ROADWAY REPLACEMENT (TO COTTAGE)	£18,000
City Commons	Farthingdown & New Hill General	WATER MAIN REPLACEMENT (CONNECT TWO PROPERTIES)	£40,000
City Commons	Farthingdown & New Hill General	CONSERVATION WORKS FOLLOWING QUINQUENNIAL INSPECTION	£2,000
City Commons	General	DRAINAGE REPLACEMENT	£18,000
City Commons	77a Broadhurst Road, Ashted Common (Staff Lodge)	ROOF REPLACEMENT (CONCRETE INTERLOCKING)	£9,500
City Commons	1 Merlewood Close	DRAINS REPLACEMENT	£4,000
City Commons	1 Merlewood Close	GARAGE ROOF REPLACEMENT (CORRUGATED)	£2,000
City Commons	2 Merlewood Close	BATHROOM REFURBISHMENT	£6,000
City Commons	2 Merlewood Close	DRAINS REPLACEMENT	£5,000

City Commons	2 Merlewood Close	GARAGE ROOF REPLACEMENT (CORRUGATED)	£1,200
City Commons	3 Merlewood Close	BATHROOM REFURBISHMENT	£3,500
City Commons	3 Merlewood Close	DRAINS REPLACEMENT	£5,000
City Commons	Ninehams Lodge & Long Shed, Merlewood Estate	BATHROOM REFURBISHMENT	£6,000
City Commons	Ninehams Cottage, Senior Keeper's Residence, Merlewood Estate	DRAINS REPLACEMENT	£3,500
City Commons	Keepers Cottage, Merlewood Estate	BATHROOM REFURBISHMENT	£6,000
City Commons	Spring Park Fountain	DRAINAGE REPLACEMENT	£1,200
City Commons	1 Farthingdown Cottage	DRAINS REPLACEMENT	£5,000
City Commons	2 Farthingdown Cottage	DRAINS REPLACEMENT	£2,500

£144,400

Burnham Beeches

Property	Location	Project Title	Cost
Burnham Beeches	General	CAR PARK ROAD RESURFACING	£24,000
Burnham Beeches	Public Toilets/Information Centre/Café	CCTV & DVR REPLACEMENT	£7,000

£31,000

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Committee(s)	Dated:
Epping Forest and Commons Committee	9 th July 2018
Subject: Appointment of a Verderer of Epping Forest	Public
Report of: The Town Clerk	For Decision
Report Author: Natasha Dogra (Committee and Member Services Officer)	

Summary

Following the untimely death in service of Peter Adams MBE who served as a Verderer of Epping Forest since January 1997, the Committee is asked to note the vacancy for one southern Forest Parish Verderer and, taking into account that the septennial elections are not scheduled to take place until 2020, approve the commencement of an appointment process to result in the selection of a new Verderer of Epping Forest.

In accordance with Section 30(7) of the Epping Forest Act 1878, the Committee must appoint a Verderer of Epping Forest who will serve as such until the septennial elections in 2020 when all four of the Epping Forest Verderers will be elected.

This report seeks the Committee's approval for vacancy arrangements, specifically the appointment of a Working Party to oversee the shortlisting and interview stages of the process and which will make recommendation to this Committee on a preferred candidate for appointment as a Verderer.

This report additionally sets out the timetable for the appointment process and Members' views are sought on the proposed timescales.

Recommendation(s)

The Committee members are asked to support:

1. the replacement of a Verderer of Epping Forest;
2. the commencement of an appointment process to select a southern Forest Parish Verderer of Epping Forest (in line with the requirements of the Epping Forest Acts 1878 & 1880) for a tenure of Office to conclude in 2020 ahead of the septennial elections of all four Verderers of Epping Forest;
3. the composition of a Working Party to consider applications for the position of a Verderer of Epping Forest; and

4. the proposed timetable for the appointment process.

Main Report

Background

1. On the 14th May 2018 the Chairman of your committee led tributes to Verderer Peter Adams MBE following the announcement of his tragic loss on the 6th April. Verderer Adams had held one of the two posts of Verderer for the southern parishes (Woodford, Walthamstow, Leyton, Wanstead, and parts of East and West Ham for 21 years since 1997.
2. In advance of this meeting of the Committee, the appointment process has been researched with specific reference to the last casual vacancies (“caused by death, resignation, disqualification or otherwise”) in 2009 and 2018. As the Verderer elections which are held every seven years are not scheduled to take place until 2020, the Epping Forest Act 1878 provides that your Committee, acting for the Conservators of Epping Forest shall appoint a Verderer to fill the casual vacancy until those elections.
3. The last such appointment was made earlier this year following the resignation of Richard Morris OBE (Verderer for Northern parishes), with a recommendation put forward by the Epping Forest and Commons Committee to the Court of Common Council for the appointment of Melissa Murphy. The term of office of a newly appointed Verderer would run from the date of appointment by the Court of Common Council until the 2020 elections.
4. Taking into account the appointment process that was followed earlier this year, the Committee is asked to approve similar arrangements for the appointment of a new Verderer of Epping Forest (South) and the timescales for the appointment process.

Criteria to be appointed as a Verderer

5. Section 30 of the Epping Forest Act 1878 is set out in Appendix 1. The most important subsections for present purposes are:
“(5) A person shall not be qualified to be elected a Verderer unless he is resident within one of the Forest parishes, or if he is a member of the Court of Common Council of the City of London; and if a person elected a Verderer ceases to be so resident or becomes a member of that Court he shall thereupon cease to be a Verderer.”; and
“(7) Casual vacancies among the Verderers caused by death, resignation, disqualification, or otherwise shall be filled by the Conservators from among persons qualified to be elected Verderers; but a person appointed to fill a casual vacancy shall be entitled to hold office so long only as the vacating Verderer would have been entitled to hold office.”

6. It is important to note that to qualify for appointment as a Verderer of Epping Forest a person (male or female) must reside within one of the twelve Forest parishes of Epping, Theydon Bois, Loughton, Waltham Holy Cross, Chingford, Chigwell (now Buckhurst Hill), Woodford, Walthamstow, Leyton, Wanstead, Little Ilford (now East Ham) and West Ham (with no distinction between North and South as is the case for voting purposes) and must not be a member of the Court of Common Council of the City of London. The successful candidate will also be expected to have a demonstrable interest in the Forest, the principles under which it must be managed and the pressures operating on it. Considering all of those requirements, anyone wishing to be appointed would need to demonstrate that they meet all of the criteria during the application process.
7. All advertising in respect of the appointment will be very clear about the criteria for appointment and how these elements will need to be demonstrated in the application and interview process.

Proposed Appointment Arrangements

The Appointment of a Working Party

8. It is proposed that a Working Party be appointed by the Committee for the purposes of shortlisting applications and conducting interviews with applicants. For the most recent appointment, it was agreed that a Working Party consisting of the Chairman, Deputy Chairman, all serving Verderers plus two other Members of the Committee be created.

The Appointment Timetable

9. The Committee is also asked to comment on and approve the proposed timetable for the appointment process which will commence with advertisements being placed in various media in order to profile the vacancy.

Advertising

10. An advertisement will be approved by the Director of Open Spaces and Director of Communications. In-line with the proposed timetable all advertisements will be placed by no later than 20th July 2018. It is proposed that the deadline for applications be midday on Monday 3rd September 2018.
11. Section 52 of the Epping Forest Act 1878 states that any notice required to be published by the Conservators must be advertised in both a City of London and an Essex newspaper, displayed on lodge noticeboards, and kept for inspection at the Warren Offices.
12. Although there is no specific statutory requirement to publish a notice in relation to a casual vacancy for a Verderer, it is therefore proposed that notices shall be placed as follows:
 - City of London Corporation webpages/ Open Spaces webpages

- The Guardian Series of Newspapers – covering Wanstead & Woodford; Waltham Forest; Chingford and Epping Forest editions, or the Recorder series of newspapers covering Wanstead, Ilford and Newham
- The City AM.

Application Process

13. All persons that are interested in being considered for the appointment will be asked to contact the Town Clerk's Department and request an application pack (Appendices 1-4) and submit a supporting statement. All completed applications will need to be received by the Town Clerk's Department by no later than midday on 3rd September 2018. Upon this deadline, all statements will be passed to the Director of Open Spaces for your officers to consider whether applicants meet the relevant criteria referred to in paragraphs 4-5 of this report.
14. The Committee is asked to consider whether all applicants who meet the criteria should be invited to interview or if, subject to the number of statements received, the Director of Open Spaces should be instructed to undertake an initial sift of the applications and put forward a short-list for consideration by the Working Party based on relevant skills and experience. Members should note that earlier this year, the working party considered all eight applications and invited three to interview.

Interviews

15. It is proposed that interviews take place in week commencing 1st October 2018. The advertisements will need to give some indication of when interviews will be held although this could potentially be subject to some change depending on availability of applicants.
16. Subject to the number of applicants that are invited for interview, this is most likely to require a visit by all Members of the Working Party to The Warren, Loughton over a period of hours. It is proposed that the Director of Open Spaces develop a series of questions for the interview stage and that these be agreed with members of the Working Party ahead of the interviews. Each interview would be expected to last approximately 30 minutes to 1 hour and would focus on why the applicant wishes to undertake the appointment and what skills and experience they can bring to the Committee.
17. On conclusion of the interview stage, a report will be drafted for your meeting scheduled to take place on 19th November 2018 and a recommendation in respect of the preferred candidate submitted to the Committee for consideration. The decision of the Committee will be notified to Court of Common Council 'for information', which differs from the process followed previously, as new legal advice indicates formal decision by Court is not required for such an appointment. If it is felt that the delay in a decision being taken in respect of the appointment is detrimental, the appointment could, with

appropriate justification, be sought in accordance with urgency procedures. However, at this stage, it is not felt that there is an urgency to the matter.

Legal Implications

18. Contained within the body of this report.

Financial Implications

19. The cost of advertising the appointment will be met from Epping Forest Local Risk. Advertisement costs for the recruitment earlier this year totalled £3889.60

Communications implications

20. The Communications Department is aware of the appointment process and the attention this vacancy may generate in the local press.

Conclusion

21. Following the death of Peter Adams MBE who served as a Verderer of Epping Forest since January 1997 the Committee is asked to note the vacancy for one Verderer and, taking into account that the septennial elections for the election of all four Verderers are not scheduled to take place until 2020, approve the commencement and details of an appointment process to result in the appointment of a new Verderer of Epping Forest. In accordance with the Epping Forest Act 1878 the Verderer will serve as such until early 2020, at which point the all-out Verderer elections will take place.
22. This report seeks the Committee's approval in respect of arrangements relevant to the appointment process, specifically the appointment of a Working Party to oversee the interview stage of the process and which will make recommendation to this Committee on a preferred candidate for appointment as Verderer. Based on the proposed timetable before Members it is anticipated that a new Verderer's appointment commence as of 20th November 2018.

Appendices

- Appendix 1 – Section 30 of the Epping Forest Act 1878
- Appendix 2 – Proposed timetable for the appointment process
- Appendix 3 – Verderer Job Description
- Appendix 4 – Map of Forest Parishes.

Background Papers:

- Advertisement – Wanstead and Woodford Guardian - Feb 2018
- Minutes of the Epping Forest Committee – January and March 2018

Contact:

Natasha Dogra

Principal Committee and Member Services Manager
Town Clerk's Department

Extract of the Epping Forest Act

30.—(1.) There shall be four Verderers of Epping Forest.

(2.) The first verderers shall be Sir Thomas Fowell Buxton, of Warlies, in the parish of Waltham Holy Cross, Baronet; Sir Antonio Brady, of Maryland Point, in the parish of West Ham; Thomas Charles Baring, of High Beech, in the parish of Sewardstone, Esquire; and Andrew Johnston, of the Firs, in the parish of Woodford, Esquire.

Verderers
of the
Forest.

(3.) They shall hold office until the twenty-fifth day of March one thousand eight hundred and eighty.

(4.) Succeeding verderers shall be elected by the persons for the

15

[Ch. ccxiii.] *Epping Forest Act, 1878.* [41 & 42 VICT.]

A.D. 1878. — time being on the register of commoners provided for in the Fourth Schedule to this Act, and in manner prescribed in that Schedule.

(5.) A person shall not be qualified to be elected a verderer unless he is resident within one of the Forest parishes, or if he is a member of the Court of Common Council of the City of London; and if a person elected a verderer ceases to be so resident or becomes a member of that court he shall thereupon cease to be a verderer.

(6.) The elected verderers shall come into office on the twenty-fifth day of March next following the day of their election, and shall hold office for seven years beginning on that day; but shall be re-eligible.

(7.) Casual vacancies among the verderers caused by death, resignation, disqualification, or otherwise shall be filled by the Conservators from among persons qualified to be elected verderers; but a person appointed to fill a casual vacancy shall be entitled to hold office so long only as the vacating verderer would have been entitled to hold office.

Proposed timetable for the appointment of a Verderer**Appendix 2**

Action	Date	Lead Officer
Epping Forest and Commons Committee approve the process for the appointment of a new Verderer and the appointment of a Working Party	09/07/2018	Town Clerk's Department
Advertisements to be placed in relevant media and notices.	By no later than 20/07/2018	Town Clerk's Department / Open Spaces Department
Applications period open for a period of six weeks, closing at midday on 3 rd September 2018	Midday 03/09/2018	Town Clerk's Department
Sifting process by the Director of Open Spaces and consultation with the Working Party about the applications, 3 rd – 14 th September 2018	By 14/09/2018	Director of Open Spaces
Applicants invited to interview with the Working Party and the Director of Open Spaces (Irish Chambers or The Warren)	17/09/2018	Town Clerk's Department
Interviews (Irish Chambers or The Warren)	Week commencing 01/10/2018	Town Clerk's Department / Open Spaces Department / Working Party
Working Party to make recommendation in respect of a preferred candidate to the Epping Forest and Commons Committee.	05/10/2018	Town Clerk's Department
Epping Forest and Commons Committee preferred candidate appointed as a Verderer of Epping Forest.	19/11/2018	Town Clerk's Department
Newly appointed Verderer's term of office commences until early 2020. Candidate to be advised and invited for an induction with the Director of Open Spaces and the Committee Chairman.	November 2018 onwards	Town Clerk's Department

Appendix 3

Epping Forest

Epping Forest has been owned and managed by the City of London Corporation since 1878 when the Epping Forest Act protected it in perpetuity for the recreation and enjoyment of visitors. You can download a copy of the Epping Forest Act (1878) here: <https://www.cityoflondon.gov.uk/things-to-do/green-spaces/epping-forest/about-us/Documents/1878-Epping-Forest-Act.pdf>

The Forest has a rich and diverse history stretching back long before 1878, which has left its mark on the environment, from the Iron Age earthworks to Queen Elizabeth's Hunting Lodge to the 50,000 pollarded trees. Today, the City of London continues to support Epping Forest as a charitable trust, which is increasingly seeking additional sources of funding to maintain its stewardship of the Forest and protect it for future generations. The pressures of development and the needs of increasing population growth in London that faced Parliament in the 1870s remains an ever-present challenge for the Forest.

Epping Forest is managed by a team of over 80 full time and part time staff including Information Assistants, Forest Conservation Workers, Ecologists, Litter Pickers, Forest Keepers, Playing Fields Staff, Green Keepers and Administrative Staff, all led by the Superintendent of Epping Forest, Paul Thomson.

Managing the Forest

The Epping Forest management team has the task of maintaining the natural habitats developed over more than 1,000 years for use by people and their grazing animals. These traditional uses have created a diverse landscape that includes areas of historic wood-pasture, green lanes, ancient pollarded trees and grassy plains.

Epping Forest is still a wonderfully natural landscape, rich in wildlife and history. The forest is internationally renowned for its ancient pollarded trees - primarily oak, beech and hornbeam. Such trees are many hundreds of years old and support a wealth of insects and fungi including many quite rare and vulnerable species.

The importance of nature conservation to the forest has resulted in more than two thirds of it being designated a Site of Special Scientific Interest and a Special Area of Conservation. There are around 500 rare and endangered insect species in the Forest.

Conservation is a multi-faceted task as much concerned with clearing ponds as it is with rediscovering the lost art of pollarding trees. The City of London's skilled forest workforce is assisted on many conservation projects by enthusiastic groups of local volunteers including the Epping Forest Conservation Volunteers and the Wren Group.

The Verderers of Epping Forest

The office of the Verderer was first introduced almost 1,000 years ago by Saxon and Norman Kings. Verderers administered the Forest Law over the 60 forests used for hunting. The Verderers protected the 'vert' (all the vegetation in the forest) and the 'venison' (the hunting animals, principally deer and wild boar which relied on the habitat) of the forest.

The Epping Forest Act 1878 removed the Royal status of the forest, swept away the obligations of Forest Law and established the City of London as the Conservators of Epping Forest. Recreation and enjoyment of the public became the principle purpose of the Forest. The Act recognised the value of the post of Verderer and confirmed the customary four posts. The role and importance of the Verderers had declined substantially over the centuries as had that of the Royal Forests over all. However, the Verderers played an important role in the fight to save Epping Forest and the 1878 Act perpetuated the position albeit with a reduced role.

The Act provides for the Forest to be managed by the Epping Forest Committee as if it were a Committee of the Corporation of London. This Committee, now called the Epping Forest and Commons Committee, is made up of the four Verderers and twelve Aldermen and Common Councilmen of the City of London. All sixteen members have the same rights, powers, authorities and privileges, though the scrutiny of the Verderers is restricted to Epping Forest business only.

Verderers are elected every seven years by the commoners of the Forest – grazing is the only remaining common right. There is no provision for by-elections but the Committee may appoint a replacement to serve until the next septennial election. The number of active commoners is very limited and the Verderers have increasingly broadened their role to facilitate the better management of the Forest, not only on behalf of the commoners but also for both visitors and residents living around the Forest.

The present incumbents have a considerable knowledge of the Forest, its wildlife and history, past and present management, and the communities around the Forest. They show their commitment to role, by the amount of time they put in and the respect in which they are held by the rest of the Committee. The position is a voluntary, unpaid one but is very demanding in terms of the amount of time it takes to do it effectively.

The workload of a Verderer falls into a number of different parts.

- i) The formal meetings are set out below. In addition to the meetings themselves there is preparatory work to be undertaken. Although they are not entitled to vote on matters relating to the City Commons they are encouraged to take an active part, and regularly do so. Most of these meetings take place during the working day. *Take in the spreadsheet excluding the "Other regular events"* but adding reference to the Enfield, Essex & Herts Border Liaison Committee and perhaps even my role on the Open Spaces and City Gardens Committee.
- ii) Maintaining liaison with community and special interest groups and individuals, including responding to telephone calls, emails, letters and

face to face communications about the Forest. This liaison can take a number of different form.

- iii) Liaising with City officers on a formal and informal basis about the management of the Forest.
- iv) Giving talks, leading walks and writing articles about the Forest and its management.
- v) Keeping up to date regarding the state of the Forest and how it is used/misused by regularly going out into it. Reading up about the Forest, its wildlife management and history.

Formal Commitments

Committees and meetings	
Epping Forrest & Commons Committee	Six meetings per year at Guildhall (Monday mornings)
Epping Forest Local Meetings	Six meetings at The Warren, Loughton (usually Friday's /occasional Monday)
Epping Forest Joint Consultative Committee (with Trustees of Field Studies Council)	2 biannual meetings including 2 of the 4 Verderers, one at Guildhall and one at Field Studies Centre, High Beach
London Borough of Redbridge & Newnham Liaison Meetings	2 biannual meetings taking place prior to an EFCC Local Meeting at The Warren
Epping Forest District Council Liaison Meetings	2 biannual meetings taking place prior to an EFCC Local Meeting at The Warren
London Borough of Waltham Forest Liaison Meetings	2 biannual meetings taking place prior to an EFCC Local Meeting at The Warren
Epping Forest Consultative Committee	This has just been established and is expected to meet 4 evenings each year at The Warren
Various Working Parties/Sub-Committees, currently EF Management Plan Working Group Land Registration Working Group Wanstead Park Working Group Wanstead Flats Playing Fields Committee	Occasional
EF&C Committee visits (Saturdays / 9.00am - 2.30pm)	
Epping Forest	March
Epping Forest	May
West Wickham, Coulsdon & Ashted Commons	June
Burnham Beeches	September
Epping Forest	September
Epping Forest	November

Other regular events	
Volunteers' Supper	Evening in March
Epping Forest Dinner/Ladies Day	Morning or evening in June or July
EF Centenary Walk	Sunday in September
Burnham Beeches Lord Mayor's Pollarding visit, and Dorneywood	Day in October
Friends of Epping Forest Annual Dinner	Evening in November

In addition to other regular consultation, the Verderers meet together with the Head of Operations on a regular basis.

City of London

The City of London is also known as the Square Mile, the financial district and historic centre of London. In addition to being a Local Authority, the City of London Corporation has responsibilities beyond the Square Mile, including ownership and management of almost 4,500 hectares of historic and natural open space for public recreation and health. Our green spaces, most of which are charitable trusts, are run at little cost to the communities that they serve. They are funded principally by the City of London, together with donations, sponsorship, grants and trading income. Our spaces in and beyond the Square Mile have over 23 million visits each year. They include important wildlife habitats, sites of scientific interest and national nature reserves for the public to enjoy.

The 1878 Act required the Corporation of London to purchase the land of Epping Forest and in their new role of Conservators to take over responsibility for its management. We still have to manage the Forest as an open space, unenclosed and un-built on, for the recreation and enjoyment of the public. In doing so we are required, as far as possible, to preserve the natural aspect.

Epping Forest & Commons Committee

The Epping Forest & Commons Committee meets 6 times a year to take decisions relating to Epping Forest and the City Commons to the south and east of London. Additionally, Committee members are invited to Forest and events visits.

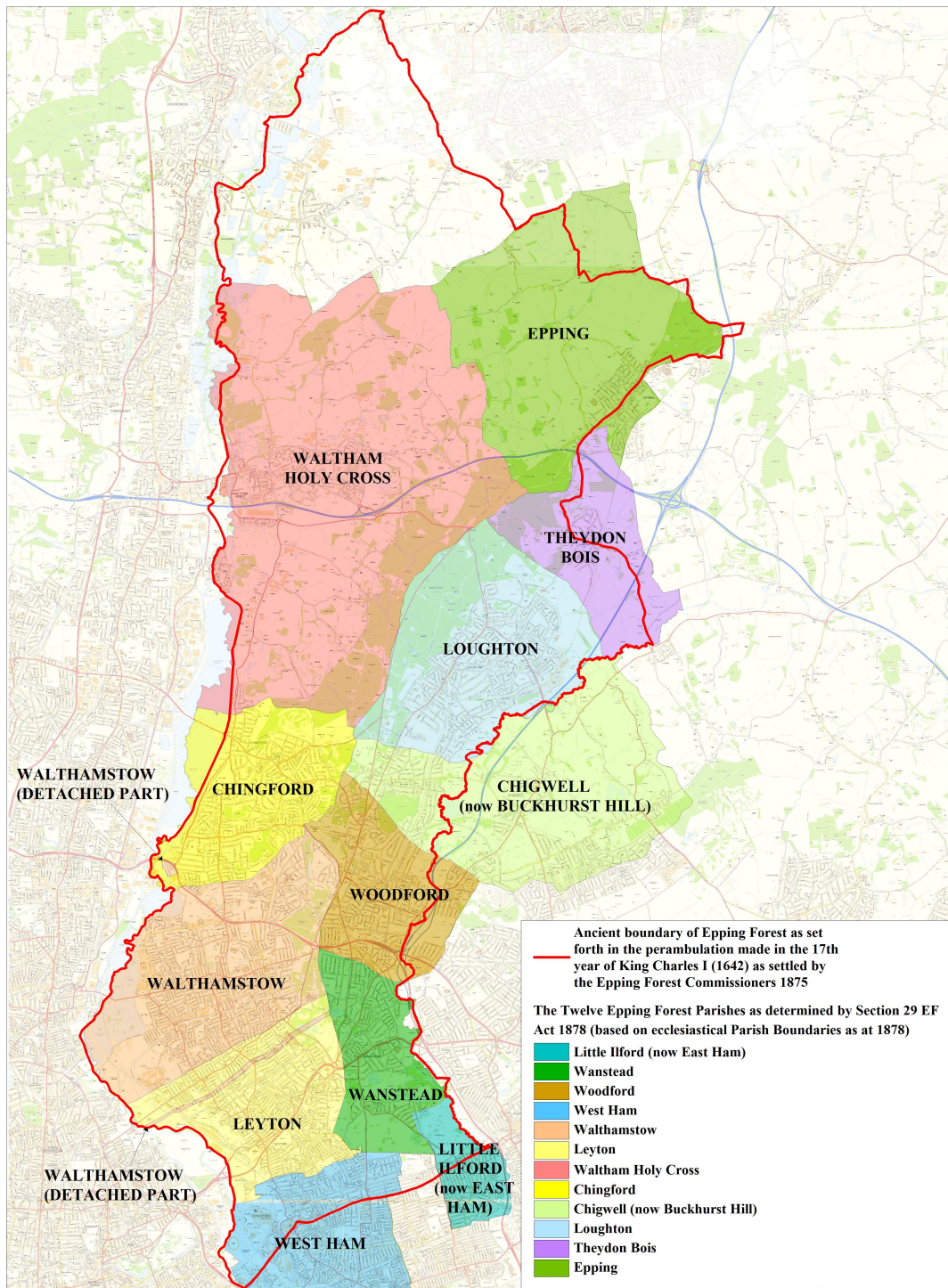
Applications

The deadline for applications to be submitted is midday on 3rd September 2018. Applicants are requested to submit a statement in support of their application either via email to Natasha.Dogra@CityofLondon.gov.uk or by post to:

Natasha Dogra
Town Clerk's Department,
2nd Floor, West Wing,
Guildhall,
London.
EC2V 7HH.

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EPPING FOREST - FOREST PARISHES AND PERAMBULATION



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Committee(s)	Dated:
Epping Forest and Commons	09 07 2018
Subject: Epping Forest - Superintendent's Update for April to May 2018 (SEF 32/18)	Public
Report of: Director of Open Spaces and Heritage	For Information
Report author: Paul Thomson – Epping Forest	

Summary

This purpose of this report is to summarise the Epping Forest Division's activities across April to May 2018.

Of particular note was an unwelcome return to increased fly tipping figures after a spring lull; a successful prosecution at Chelmsford Crown Court unusually involving a 2 day jury trial; the restoration of Open Riding on 5 May; the turnout of 29 cattle on Forest Land on 8 May; further reductions in Floating Pennywort numbers at Perch Pond, Wanstead; the review of current practice in relation to root nuisance insurance claims; the close of a successful football season on 29 April with 2209 games played and a successful presentation to Epping Forest District Council's Local Plan Cabinet Committee on the proposed Epping Forest Recreational Pressure Special Area of Conservation Mitigation Strategy.

Recommendation(s)

Members are asked to:

- Note the report.

Main Report

Staff and Volunteers

1. Recruitment is underway to address a series of staff shortages.

Budgets

2. Accounts for 2017/18 closed with a £70,000 overspend, which was primarily due to the late delivery of equipment prevented the corresponding drawdown of grant income before year end and a significant overcharge on a new contract for water supply which will be corrected in the new 2018/19 financial year. The Energy Efficiency loan for the Photo Voltaic panels at the Warren was also settled in full, and funds capitalised towards Parklife for further feasibility work.

Weather

3. April 2018 was much wetter than average, with 65mm of rainfall in total, which is 74.7% above the average rainfall for April of 37.2mm since 1979. There were 18 days of rainfall in total, with the wettest day being 1st April, which saw 11.6 mm rainfall.
4. The High Beach weather station malfunctioned in May, however, alternative meteorological office data suggests that May 2018 rainfall at 46mm matched the long-term average for the area.

Sustainability

5. The Energy Efficiency loan taken to complete the installation of Photo Voltaic panels at the Warren has been paid in full, so all savings will be shown directly in local risk from now on. Future projects, including roof insulation in subsidiary operation buildings are being considered for the future.

Epping Forest Projects

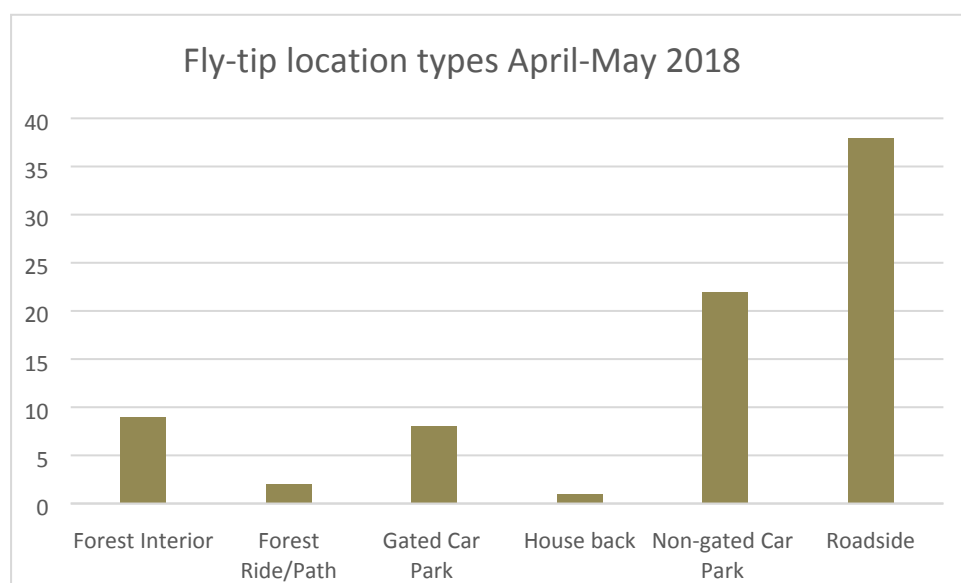
Parklife

6. The Football Foundation has provided a grant of £34,777 to enable the City Corporation to develop plans for Wanstead Flats football to a feasibility stage.

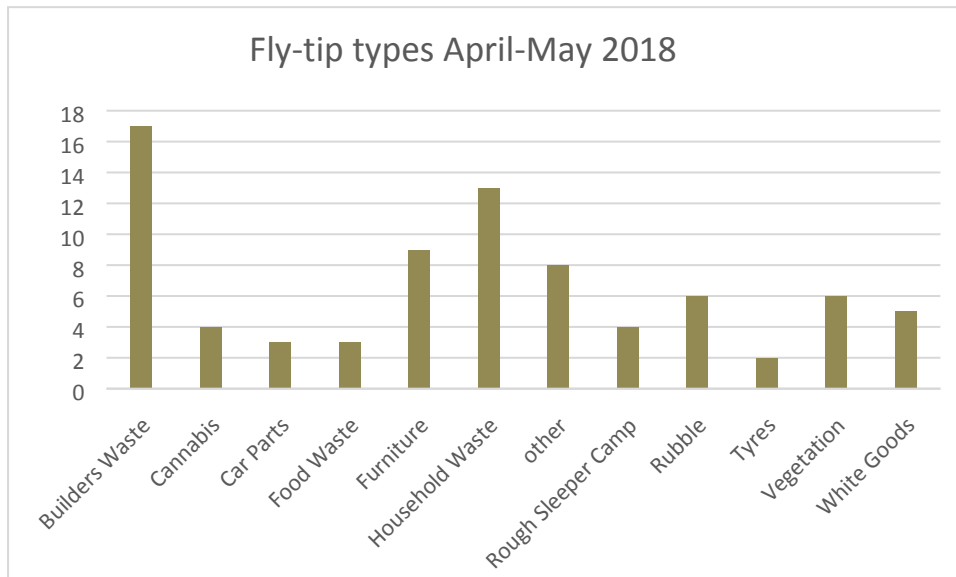
Forest Services

Fly tipping

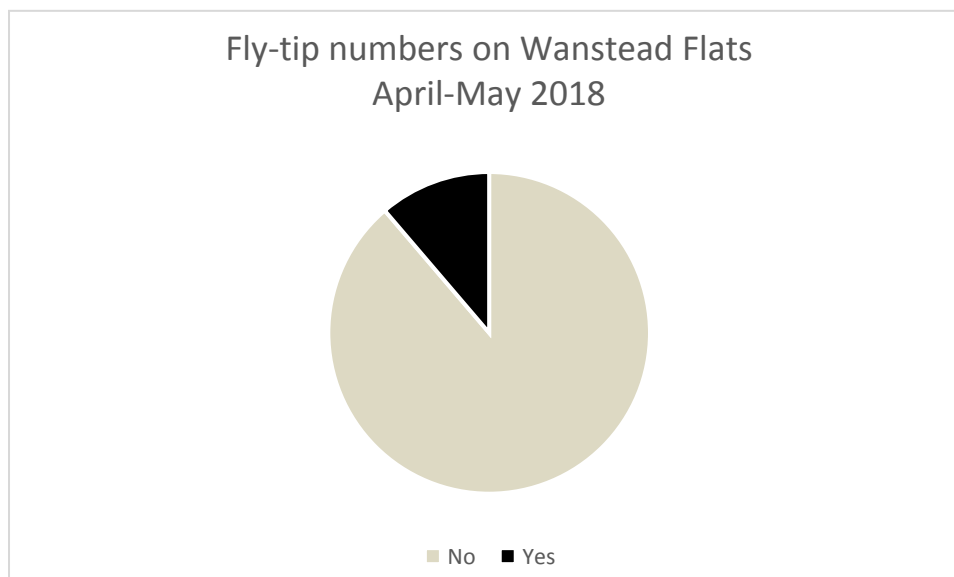
7. Fly-tip numbers for the period of April-May 2018 was 80 tips. This is 58.75% rise significantly more than the 47 recorded over the same period in 2017. This is possibly a repercussion of the reduced volume recorded in the preceding four months.



8. Roadsides continue to be the most vulnerable locations for fly tips and represent 38 incidents (47.5%) of all fly tips. There has been an increase in tips occurring in the Forest interior, follow up work has been completed to increase security after tips have been removed. Some 10% of tips have occurred within gated car parks, however this is within car parks with a single gate or when minor tips have occurred in the middle of the day.



9. Builders waste continues to represent the most common type of fly tip types (21%) There has been an increase in household type waste, followed by furniture which is often second on the list. These three tip types represent nearly 50% of all tips during this period.



10. Fly-tips on Wanstead Flats have decreased during this period most probably due to the improved security at Centre Road Car Park. There were only 9 tips in this area during April-May which represents 11% compared to previous proportions of 22%.

Waste Management and Recycling

11. Average savings are currently working out to £1,490 per month, since the new contract has been active. Skip costs increased in March 18 as there were final charges for skip returns to terminate the old contract. Savings are now expected to stabilise.

	Recycling Savings		
Month	Costs 2017	Costs 2018	Savings
Jan	£ 508.44	£ 311.14	£ 197.30
Feb	£ 508.44	£ 360.00	£ 148.44
Mar	£ 508.44	£ 360.00	£ 148.44
April	£ 566.08	£ 420.80	£ 145.28
May	£ 566.08	£ 260.00	£ 306.08
Billed in Error Credits in Process	£ -	-£ 250.00	£ 250.00
	£ 2,657.48	£ 1,461.94	£ 1,195.54
	Transit Savings		
Month	Costs 2017	Costs 2018	Savings
Jan	£ 2,834.91	£ 1,711.06	£ 1,123.85
Feb	£ 2,747.00	£ 1,808.61	£ 938.39
Mar	£ 2,966.76	£ 1,417.50	£ 1,549.26
April	£ 2,974.09	£ 2,485.54	£ 488.55
May	£ 3,845.80	£ 3,451.05	£ 394.75
Billed in Error Credits in Process	£ -	-£ 362.70	£ 362.70
	£ 15,368.56	£ 10,511.06	£ 4,857.50
	Bywaters Waste Savings		
Month	Costs 2017	Costs 2018	Savings
Jan	£ 1,693.10	£ 395.20	£ 1,297.90
Feb	£ 482.91	£ 384.00	£ 98.91
Mar	£ 1,689.42	£ 1,299.42	£ 390.00
April	£ 797.02	£ 596.70	£ 200.32
May		£ 596.70	-£ 596.70
Billed in Error Credits in Process	£ -	£ -	£ -
	£ 4,662.45	£ 3,272.02	£ 1,390.43
Total Savings Jan, Feb, Mar, April, May		Total Savings	£ 7,443.47

Enforcement Activity

12. One prosecution was heard during the period, where the defendant opted for a crown court jury trial, which lasted 2 days under report and one conditional caution.

Date	Case Ref	Byelaw/ EPA/Caution/ Conditional Caution	Court Name	Outcome	Costs/Fine
21-23 May 2018	PE018 Defendant 1	Prosecution EPA 33 1(A) Depositor	Chelmsford Crown Court	GUILTY	Fine £500 Comp £562 Costs £1500
21-23 May 2018	PE018 Defendant 2	Prosecution EPA 33 (5) Vehicle	Chelmsford Crown Court	NOT GUILTY	None
28 May 2018	PE174	Conditional Caution EPA 34 2(A)	The Warren	GUILTY	Costs £328

13. In addition, the Superintendent and Head Forest Keeper issued two verbal warnings, five written warnings and one Simple Caution in the period under report.

Rough Sleepers

14. There were six reported or discovered Rough Sleepers on Forest during April and May in the vicinity of Leyton and Wanstead Flats. This represents a 100% increase on the total of 3 for 2017 and 500% for 1 camp in 2016.
15. Two individuals were visited by Forest Keepers and moved on of their own accord. A further two rough sleepers were visited by Forest Keepers and outreach workers and two other camps were deemed to be abandoned and were subsequently cleared by Forest Keepers and Litter Pickers.

23/04/2018	Leyton Flats	36	Near Lido site	1 tent 1 male	Given advice asked to move on complied
25/04/2018	Forest Glade E11	36	Opposite Ambulance Stn	1 tent	Will visit with homeless organisation
25/04/2018	Canada Plain	35	By allotment boundary fence	1 tent	Given advice asked to move on complied
26/04/2018	Oak Hill	34	Opposite Empress Ave	1 tent	Occupier not present will re-visit

26/04/2018	Leyton Flats	36	Near Boathouse	1 old camp	Will be cleared by litter pickers
21/05/2018	Forest Glade E11	36	Opposite Ambulance station	1 tent	Will visit with homeless organisation

Licences

16. A total of 44 licences for events were issued during the two months being reported, which yielded an income of £63,895.50 plus VAT (inclusive of two compounds fee of £23,975.00 and £19,180.00). 33 licences were issued during the same period in 2017 (income of £11,792.49).

Unauthorised Occupations

17. No incidents were recorded during this reporting period.

Dog Incidents

18. No incidents were recorded during this reporting period.

Heritage; Landscape and Nature Conservation

Biodiversity

19. Breeding Birds – a pair of Firecrests, a Schedule 1 bird species are once again breeding within the Warren Plantation for the second (known) year running. This is the only known breeding site within the Forest for this species. The coniferous habitat within this site is perfect for this species.
20. A single pair of Cuckoo were observed displaying at Copped Hall in May. A Red Listed Species of Conservation Concern and a species in serious decline, this is the only known breeding pair within the Forest.
21. A study is being undertaken by a student from Middlesex University on the breeding behaviour and nesting habitat preferences of Yellowhammer at Copped Hall Park. This is the only known breeding site within the Forest for this Red Listed Species of Conservation Concern.
22. Another species in serious decline and a Red Listed Species of Conservation Concern is the Linnet. Breeding pairs for this species have been observed at Copped Hall, Great Gregories and Monkams.
23. There has been a population explosion of the beech leaf mining weevil *Rhynchaenus fagi*. Almost every beech tree within the Forest has been affected with many trees suffering extensive leaf damage leaving the tree canopies looking brown. Many trees are now attempting a second flush of leaves.

24. A further occurrence of the grazing indicator plant Lousewort has been discovered on Fairmead Plain providing a total of 5 distinct, separate sites for this species in the Forest.

Agri-environment Schemes

25. The joint application between City Commons and Epping Forest for the Basic Payment Scheme funding was submitted in early May, with the co-ordination of this application lead by the Environmental Stewardship Officer.
26. The annual claim form for the Higher Level Environmental Stewardship grant was submitted in early May for the ninth year of this agreement.

Grazing

27. The grazing team undertook a five-day training course in excavator operation. This training has enabled the team to use the digger and vibrating post driver which was used to replace over 150 fence posts across Copped Hall. Further digger works at Great Gregories for landscaping and removing muck from awkward areas of the buildings can now be undertaken in-house.
28. Cattle started leaving the winter housing at the end of April moving onto Buffer lands and the training field at Great Gregories. Invisible fence grazing on the Forest started on 8th May with two sites and 29 trained cattle being released in one week.
29. Volunteer Wardens managed by the Forest Keeper department are now undertaking cattle checks across the Forest at weekends as part of their duties. A cattle training day for the Volunteers was conducted by the Stockman and was attended by all 9 volunteers.
30. Forest Keepers have undergone training on the cattle GPS system and continue to assist in working with handling cattle. Improving the livestock skillset within the division aids the grazing team at peak times and bolsters our ability to respond to emergencies.

Heritage

31. Epping Forest and City Surveyor's Officers have been reviewing the second draft of the Copped Hall Parkland Management Plan.

Contractors

32. The Environmental Stewardship Officer began a tendering process for contract work to deliver part of the Higher Level Environmental Stewardship grant work in 2018.

Land Registration

33. The City Corporation has made a Statement of Case in respect of land claimed at Woodford Green to the First-Tier Tribunal (Property Chamber) ahead of a hearing in July.

Operations

Habitat Works

34. Grass cutting started in May with a first cut of the amenity areas, paths and along the Beckton desalination pipe line. Regrowth has been very rapid and after a slow start to growth everywhere is looking very lush with grass. Around half of the grass cutting is undertaken by contractors and this work has gone out to tender.
35. Wanstead Park: Monthly monitoring for floating pennywort has commenced on the lakes at the Park. Our contractor has picked up occasional individual specimens on their first inspection. The outlook is that with monthly monitoring and physical removal we should see this problem resolved for the end of the year. Inspections of The Heronry and Ornamental Water have not identified the spread of the Invasive Non-Native Species (INNS) of Floating pennywort.
36. Annual work to control weed growth in and around the Grotto have commenced with the herbicide treatment of the weed growth. A number of sections have been left as these will be cut to encourage grass rather than herbaceous weed growth.

Risk Management Works

37. Tree Safety – The main task for the arborist teams at present is working through the more urgent, within three months, tree safety tasks. This has involved traffic control across a number of areas and the teams have completed a key task with the repollarding of the Poplar avenue at North Farm.
38. Fire Safety – Fire belts have had the first cut by staff on Leyton and Wanstead Flats.
39. Nuisance claims with colleagues from the Insurance team we have been reviewing our practice in responding to Root nuisance claims. At present our insurer has around £1.5 million of estimated outstanding claims against the City for trees at Epping Forest. These claims can be very costly to respond to and the aim of this review is to agree a process that manages subsidence claims efficiently with an aim to reduce costs to the City. It is likely that we will increase annual work commitments to respond to maintenance issues because of the review of previous and ongoing claims.

Access Works

40. Following a few issues where car tyres were being punctured by vehicles crossing dragon's teeth in the correct direction we have obtained a different style of dragon tooth to see if they work better. The main issue seems to be vehicles crossing the teeth at an angle rather than straight on and the teeth not depressing as they need to.

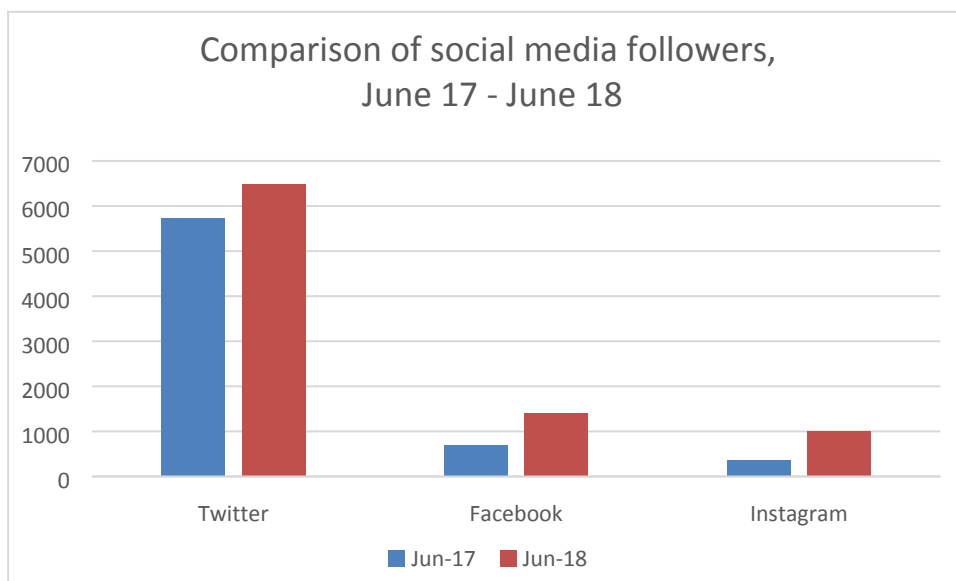
Visitor Services

Communication and Information

41. As of 19 June 2018, our social media following is:

- Twitter followers: 6487 (13% increase)
- Facebook followers: 1415 (103% increase)
- Instagram followers: 1011 (184% increase)

The below chart demonstrates the increase in followers for the Epping Forest social media platforms:



42. The Summer edition of Forest Focus has been well received and featured an article on the recent City of London Corporation (Open Spaces) Act and promotes the forthcoming Open-Air Theatre season in Wanstead Park. This edition has also introduced a new Top Ten Awards survey which will run until Autumn 2018. The print circulation has been increased from 6,000 to 10,000 and has proved very successful in increasing the locations for distributing this publication as well as increasing the numbers of copies left in key locations. To accommodate the additional printing cost for increasing the print run we have slightly reduced the quality of paper for the inside pages of the magazine, however no negative comments have been received to date.
43. The local Essex Life publications (Wanstead Life, Loughton Life etc.) continue to print a full-page Epping Forest article free of charge each month. May 2018 covered wildlife, particularly birds, to spot in Epping Forest with International Dawn Chorus Day featured, and June 2018 article promoted Open Air Theatre in Wanstead Park which takes place on 18 July and 12 August.

Chingford Golf Course

44. Despite increased rainfall the generally good weather since the start of April has seen the number of visitors to the golf course increase; helped also by

golfers finding alternatives to other local courses suffering problems. In total, we had 124 people take out season tickets for the new season, which is down by 1 from last year. 66 from Royal Epping Forest Golf Club, 32 from Chingford Men's Golf Club, 1 from Chingford Ladies Golf Club and 25 Public. This year we introduced a 5% discount for those paying their fees in full, out of the 124 season tickets, 65 of these were paid in full in April compared to 29 last year.

45. Horse riding licences were handed over to the golf course/ sports hub from The View on April 1st. Based on the feedback from the Epping Forest Horse Riding Committee meeting, this seems to have gone down well, especially as the hub's car park is more horse friendly and opening hours are longer and cover the full 7 days of the week.
46. Total revenue from online sales was £6231, total revenue from reception was £125,964.83 broken down into:

	2018	2017	% Change
Green fees	£106,228.36	£86,714.18	+22.5%
Drinks	£1,353.60	£1,508.80	-10.3%
Hire Equipment	: £4,738.50	£5,027.30	-5.7%
Shop Sales	£3,131.50	£680.90	+653%
Football:	£487.00	£415.00	-17.5%
Horse riding:	£10,025.87	£0.00*	--*
<i>* Horse Riding Licence fees were not managed by the Sports Hub at this time.</i>			

47. Compared to last year, online bookings have increased by £2,568.50 from last year and revenue taken from reception increased by £31,618.65 in the same period (of which £10,025 is from horse riding which is a new area of income).
48. In terms of operating, the sports hub is now on our summer hours which sees the reception open between 6.45 – 19.00. A new Electronic Point of Sale (EPOS) till was introduced on 1 April allowing the team to collect and track our data quicker and easier compared to the old systems. Flag colours have been changed on the back nine and practice areas to allow new users to help navigate a little easier.
49. The greenkeeping team struggled to keep on top of the grass cutting at the start of the season as the weather was so changeable the grass was growing quicker than it was possible to cut. The green keepers yard has had a CCTV upgrade but works to secure the building are yet to be completed. Greens were spiked and top-dressed but large amounts of watering have been needed

to keep playing surfaces to the required levels. Weekly spraying has been carried out.

Wanstead Flats Football

50. At present, it is closed season but there are a number of soccer schools who will continue to play on Saturdays at Capel Road through the summer. These are all contained within the mini pitches and 'off-pitch' areas so as to not affect the renovation works of the full size adult pitches which are being made ready for next season. Soccer school play will not generate significant income but will cover the cost of staffing.
51. Parkrun attracted 1,722 runners during the period April – May 2018.
52. Capel Road car park is scheduled for levelling and top dressing during the off-season as some of the pot-holes were becoming significant and reducing the capacity of the parking area.

Visitor Numbers

53. Visitor numbers are again down overall compared to last year due to the continued closure of The Temple following the ceiling collapse. QEHL saw an increase in last year's numbers as did the View in May. Numbers at the View were less this year in April due to poor weather which affected main events such as the Easter egg rolling.

Visitor Numbers	QEHL 2018	2017	View	2017	Temple	2017	High Beach	2017	Total	Total 2017
March	377 (QEHL closed for electrical upgrade)↓	1761	2439↓	2768	0 closed↓	473	1068↓	1311	3884↓	6313
April	3870↑	3087	2142↓	5016	0 closed↓	2412	tbc	2729	4281↓	7752 without HB/ 13244 with
May	2683↑	2248	3717↑	3607	0 closed↓	1052	tbc	2074	4874↓	5254 without High Beach /8981with

Visitor Services Events

54. Easter Egg Rolling: 2 April. This popular event attracted an audience of 456 people tallied at The View and 325 at Queen Elizabeth's Hunting Lodge. The event took place over both buildings and in the enclosure outside. Cold wet

weather over the weekend kept visitor figures down somewhat over the Bank Holiday weekend and meant that some of the activities had to take place inside.

55. Taster Session: Treasure Hunt Photography: Wednesday 25 April: The View. This event, one of a series run in partnership with London Borough of Waltham Forest Adult Services at no cost to Epping Forest, attracted 18 people. Participants took photos around Barn Hoppitt and the group looked at composition and editing. Three participants had never been to the Forest before, the others were local Forest users. Ten people attended because of publicity in Forest Focus: others from online sources such as The Londonist.
56. London History Day: A Passion for Preservation & How it Saved Epping Forest: Thursday, 31 May: The View and Queen Elizabeth's Hunting Lodge. This first event offered by Epping Forest for London-wide London History Day managed by Historic England attracted a reasonable audience of 200 people across the day. Evaluation suggested that about half were new or infrequent visitors to Epping Forest. This half term event, the first in the season celebrating 140 years since the 1878 Act, was offered as a self-guided trail around both buildings, with activities, museum handling objects and a steer to people to go out into the Forest to see the Longhorn cattle grazing on Chingford Plain.
57. Visitor Services volunteers helping with events: Visitor Services are recruiting new heritage-minded volunteers, including a gap year History student who was able to benefit from contact and training from our oldest volunteer and Tudor timber expert, age 92.

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Committee(s)	Dated:
Epping Forest & Commons Committee	9 July 2018
Subject: Revenue Outturn 2017/18 – Epping Forest	Public
Report of: The Chamberlain & the Director of Open Spaces	For Information
Report author: Derek Cobbing – Chamberlains Department	

Summary

This report compares the revenue outturn for the services overseen by your Committee in 2017/18 with the final agreed budget for the year.

In total, there was a deficit budget position of £6,000 (0.12%) for the services overseen by your committee compared with the final agreed budget for the year as set out below.

	Final Agreed Budget £000	Outturn £000	(Increase)/ Decrease £000
Local Risk			
Director of Open Spaces	(2,612)	(2,683)	(71)
City Surveyor	(1,062)	(893)	169
Central Risk	(495)	(510)	(15)
Recharges	(926)	(1,015)	(89)
Total	(5,095)	(5,101)	(6)

The Director's Local Risk budget deficit variance of £71,000 (2.72%) is mainly due to a £55,000 worse than budget position at Epping Forest, further detail can be found in paragraph 4a). This deficit budget position has been aggregated with budget variations on services overseen by other committees which produces a City Cash overall deficit budget position of £42,000 (Local Risk) across all Open Spaces. The City Surveyor had a surplus budget position of £169,000, further detail can be found in paragraph 4b). There was also an increase of £89,000 in recharges, a further breakdown of the contributing factors can be found in paragraph 4c).

Recommendation(s)

It is recommended that this revenue outturn report for 2017/18 and the consequential implications for the 2018/19 budget are noted.

Main Report

Budget Position for 2017/18

1. The 2017/18 latest approved budget for the Epping Forest services overseen by your Committee received in November 2017 was £5.110M. This budget was endorsed by the Court of Common Council in March 2018 and subsequently updated for approved adjustments. Movement of the original Local Risk budget to the final agreed budget is shown in Appendix A with explanations for larger variances over £50,000.

Revenue Outturn 2017/18

2. Actual net expenditure for your Committee's services during 2017/18 totalled £5.101M, an overspend of £6,000 (0.12%) compared with the final agreed budget.
3. A summary comparison with the final agreed budget for the year is tabulated below. In the tables, income, increases in income and reductions in expenditure are shown as positive balances, whereas brackets are used to denote expenditure, increases in expenditure, or shortfalls in income.

Epping Forest
Comparison of 2017/18 Revenue Outturn with Final Agreed Budget

	<i>Original Budget</i>	Final Agreed Budget	Revenue Outturn	Variation (Increase)/ Decrease	
	<i>£000</i>	£000	£000	£000	
LOCAL RISK					
Director of Open Spaces					Reason*
Epping Forest	(2,606)	(2,518)	(2,573)	(55)	
Chingford Golf Course	75	55	28	(27)	
Wanstead Flats	(130)	(131)	(121)	10	
Woodredon & Warlies	28	(18)	(17)	1	
Total Director of Open Spaces Local Risk	(2,633)	(2,612)	(2,683)	(71)	4a)
City Surveyor					
City Surveyors Local Risk	(483)	(382)	(335)	47	
Cyclical Works Programme	(1,432)	(680)	(558)	122	
Total City Surveyor Local Risk	(1,915)	(1,062)	(893)	169	4b)
TOTAL LOCAL RISK	(4,548)	(3,674)	(3,576)	98	
CENTRAL RISK					
Epping Forest	(398)	(467)	(482)	(15)	
Wanstead Flats	(28)	(28)	(28)	-	
TOTAL CENTRAL RISK	(426)	(495)	(510)	(15)	
RECHARGES					
Insurance	(78)	(84)	(71)	13	
Support Services	(393)	(347)	(428)	(81)	4c)
Surveyor's Employee Recharge	(302)	(336)	(324)	12	
I. S. Recharge	(126)	(179)	(186)	(7)	
Recharges Within Fund (Directorate, Learning & Democratic Core)	(79)	(90)	(78)	12	
Recharges Across Funds					
(Woodredon & Warlies)	62	124	86	(38)	
(Structural Maintenance)	(14)	(14)	(14)	-	
Total Recharges Across Funds	48	110	72	(38)	
TOTAL RECHARGES	(930)	(926)	(1,015)	(89)	
OVERALL TOTAL	(5,904)	(5,095)	(5,101)	(6)	

*See paragraph 4

Reasons for Significant Variations

4. a) The £71,000 deficit budget position within Epping Forest Local Risk is a combination of an underspend within 'Employee Costs' due to vacancies during the year, overspends in 'Supplies & Services' and reduced rental income. The Supplies and Services overspends relate to:-

- Professional Fee spending on specialist advice regarding responses to Local Plans and Invasive Non-Native Species (INNS) management;
- Grazing equipment where a grant funded procurement was not delivered to contract resulting in the loss of grant;
- overcharges for a new Corporately negotiated water contract;
- There was also a reduction in anticipated rental income due to delays in the passage of the City of London Corporation (Open Spaces) Act 2018 in realising the letting of vacant property on Forest Land. Lodges on The Warren site were successfully let, but initial investment needed to bring the properties to a suitable letting standard absorbed rental income for the initial period.

- b) The £169,000 better than budget position within the City Surveyor's Local Risk is due to the following:-

- Facilities Management (CS Local Risk) – There was a minor underspend on cleaning and reactive costs.
- Cyclical Works/Additional Works – This underspend relates to works deferred to 2018/19 due to development of the Parkland Plan through the Wanstead Park Steering Group, with Historic Buildings and other smaller projects now spanning two financial years.

- c) The increase of £81,000 in support services is mainly due to an increased requirement in support time from City Procurement, I.T. (in relation to the Transformation project), and the City Surveyor on work that was undertaken on delivery of AWP & CWP projects / Delivery of the SKANSKA contract and related FM tasks / Corporate advice etc.

Local Risk Carry Forward to 2018/19

5. Chief Officers can generally request underspends of up to 10% or £500,000 (whichever is the lesser) of the final agreed local risk budget to be carried forward, so long as the underspending is not fortuitous and the resources are required for a planned purpose. Such requests are subject to the approval of

the Chamberlain in consultation with the Chairman and Deputy Chairman of the Resources Allocation Sub Committee.

6. Overspends are carried forward in full and are met from the agreed 2018/19 budgets.
7. The Director's budget deficit position of £71,000 (Local Risk) has been aggregated with budget variations on services overseen by other committees which for City's Cash produce an overall worse than budget deficit position of £42,000 (Local Risk), the Director of Open spaces has therefore not requested any 'carry forwards'.

Appendices

- Appendix A – Movement between Original 2017/18 and the final agreed Budget

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Appendix A

Movement between the 2017/18 Original Budget to the 2017/18 Latest Approved Budget

	£000
Original Local Risk Budget (Director of Open Spaces & City Surveyor)	(4,548)
Director of Open Spaces	
Other Minor Variations*	21
City Surveyor: - When the original budget was set for the year it included an estimate for the work within the additional and cyclical work programmes that was aimed to be delivered during the year. Officers plan and refine their projects during the start of the year and the budget is then revised to reflect their programme for the year reflecting operational requirements of the service Department and strategic changes.	853
Final Agreed Local Risk Budget (Director of Open Spaces & City Surveyor)	(3,674)

Explanations are only provided for larger movement in budgets (greater than £50,000)

*This net movement figure of £21,000 comprises of larger increases and decreases in budgets (income and expenditure) across standard headings and is mainly due to the following: -

- An increase of £216,000 in employees (expenditure) due to an additional 0.5% increase in pay, a 3.5% increase in superannuation, contribution pay, bringing the grazing contract in-house and an apprentice at Chingford Golf Course.
- A £119,000 decrease in Premises Related Expenses (expenditure), mainly due to £95,000 in respect of Wood Pasture Restoration being transferred to a Capital project.
- An increase of £75,000 in Government Grant (income) due to the favourable exchange rate when the grant was calculated for 2017/18.

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Committee(s)	Dated:
Epping Forest Consultative Epping Forest and Commons	13 06 2018 09 07 2018
Subject: Wanstead & Manor Flats Scrub Management Strategy (SEF 26/18)	Public
Report of: Director of Open Spaces and Heritage	For Decision
Report author: Geoff Sinclair, Head of Operations, Epping Forest	

Summary

Scrub forms an important part of the biodiversity heritage at Wanstead Flats. It also adds to the considerable aesthetic appeal of the Flats for visitors. There are however several substantial problems associated with scrub facilitating an environment where various forms of anti-social behaviour can be manifested.

To strike an important balance between both the biodiversity and landscape value of scrub, alongside the need to actively manage rough sleeping and persistent anti-social behaviour a revised management regime for the scrub on Wanstead Flats is proposed.

This report outlines a review of the scrub management issues on the Flats and presents a changed scrub management strategy for this very important biodiversity resource.

Recommendation(s)

Members are asked to approve:

- The introduction of a revised scrub management strategy for Wanstead and Manor Flats.

Main Report

Background

1. Wanstead and Manor Flats together comprise 449.7 acres (182 ha) of open heath and grassland at the southern-most part of Epping Forest. Historically the Flats were a grassy heathland, used by local commoners and drovers en-route to London's markets, for livestock grazing and it is likely that there has been grassland or heathland habitat here for over a thousand years. Today the area is made up of an intricate mix of recreational/sport grassland (including 50 football pitches), copse, scrub, acid grassland and ponds.
2. Scrub forms an important part of the biodiversity heritage at Wanstead Flats. It also adds to the considerable aesthetic appeal of the Flats for visitors. There are however several substantial problems associated with scrub facilitating anti-social behaviour.
3. The Joint Nature Conservation Committee (JNCC) Report 308 'The Nature Conservation Value of Scrub in Britain' (Mortimer et al 2000) describes scrub as 'including all stages from the scattered bushes to closed canopy vegetation, dominated by locally native or non-native shrubs and tree saplings, usually less than 5 m tall, occasionally with a few scattered trees. This includes carr, scrub in the uplands and lowlands (including wood edge habitats), montane scrub and coastal scrub'.
4. To help manage persistent Anti-social Behaviour (ASB) a revised management regime for the scrub on the Flats has been developed. This report outlines a Forest Operations Plan Development Note that reviews the scrub management issues on the Flats and presents a changed scrub management strategy for this very important biodiversity resource.

Current Position

5. The cessation of grazing on Wanstead Flats following the Bovine Spongiform Encephalopathy (BSE) outbreak of 1996, led to an expansion of the area and density of scrub across the Flats. These new and expanding scrub habitats became an important habitat benefiting a number of key species. Heathland and grassland habitats have however been changed as a consequence of expanding scrub on them.
6. There are thirteen different scrub management areas on the Flats with varying objectives and history of activity. Overall, management has largely concentrated on controlling the spread of scrub and promoting a more diverse structure of retained scrub. A large part of the scrub management is funded under the Countryside Stewardship's Entry Level Scheme (ELS) and Higher Level Scheme (HLS).
7. A number of areas have however been cleared of scrub and cut at least annually to maintain them in a cleared condition to deter anti-social behaviour,

notably towards Sidney Road and around Jubilee Pond (Scrub management area 9) and elm scrub along Capel Road (Scrub management area 10) . To help restore the acid grassland communities scrub has been permanently cleared with any regrowth cut annually on the Site of Special Scientific Interest (SSSI) area of Wanstead Flats.

8. In assessing the management of scrub on the Flats the review considered six broad areas:

- a. *The impact of scrub on the biodiversity of the Flats:* Scrub on the Flats is extremely valuable for birds and invertebrates and is of enormous value as a breeding habitat and for during the migration period when the scrub provides shelter and food in the form of berries and invertebrates
- b. *The impact of scrub on the landscape of the Flats:* The scrub habitats play an important role in softening and screening the surrounding urban area in what could otherwise be an open and potentially 'bleak' landscape.
- c. *The impact of scrub on visitors to Wanstead Flats:* Overall the mosaic of scrub habitats provides visitors with a naturally compartmentalized ever changing landscape and uplifting wildlife experience for the many visitors.
- d. *Fire Management:* Gorse and Broom Scrub is particularly susceptible to the risk of fires during the dry summer months. Fires whether accidentally or deliberately set can present a clear danger to public safety and can damage the conservation value of the Flats. Liaison with the London Fire Brigade has emphasised the importance of compartmentalising scrub areas (see Appendix 2) and reducing the 'ladder effect' of scrub introducing fire to large trees.
- e. *Rough Sleeping:* Though the City Corporation does not define rough sleeping as ASB the presence of scrub actively provides cover for the growing social tragedy of rough sleeping.
- f. *Anti-Social Behaviour:* There are also significant negative aspects associated with the presence of scrub on Wanstead Flats. The 'screening effect' lent by dense scrub facilitates a range of ASB including drug taking; public sex acts; prostitution; fire setting and fly tipping.

Options

9. It is considered that the increasing area of scrub on Wanstead Flats is adversely impacting the grassland habitats, and as more areas of scrub mature towards woodland it is also declining in its habitat quality. The location of scrub communities is also having a deleterious impact on the public usage of the Flats.
10. The Forest Operations Plan Development Note considered three scrub management options in its review:
 - a. *No action*: Unmanaged scrub will quickly colonise the Flats and result in the loss of valuable grassland and heathland habitats. It would also do nothing to address the antisocial behaviour problems being faced;
 - b. *Maintain current conservation management*: The current conservation management program has resulted in restoring previously declining habitats and helped with biodiversity protecting. It has also had some impact on antisocial behaviour issues.
 - c. *Revised management emphasis*: Increased emphasis on tackling antisocial behaviour issues at the same time as seeking to optimise conservation benefits. This proposal seeks to identify low value conservation scrub areas and to manage these more for antisocial behaviour issues. Other scrub areas will have conservation priority. This option seeks to achieve a wider range of management needs than previously and is recommended.
11. The Forest Operations Plan Development Note identified three scrub management strategies as relevant to managing scrub at Wanstead Flats:
 - a. reduction in the proportion of scrub on an area;
 - b. maintenance of scrub in a favourable condition and;
 - c. the eradication of scrub across specific areas.
12. It is proposed that appropriate works will be identified and built into annual work programs for the Forest and included as part of the Annual work program package presented to the Epping forest and Commons Committee each year for decision.

Proposals

13. Scrub management works at Wanstead Flats will be modified to widen their objective to include active management of antisocial behaviour issues as well as maintaining conservation management objectives. Work proposals arising from this change will be presented as part of the annual work program report.

Corporate & Strategic Implications

14. Open Spaces Department Business Plan - The proposals follow from three of the Open Spaces Department's Strategic aims of: providing high quality accessible open spaces, involving communities in site management and adopting sustainable working practices.
15. Epping Forest Management Plan - The proposals match several the Epping Forest Vision for the 21st Century's key visions including:
 - Epping Forest's position as a unique and ancient landscape for people and wildlife will be strengthened;
 - The Forest will retain its natural aspect with the diversity of wildlife habitats enhanced and the features of international importance protected.
 - Epping Forest will be highly valued as part of a larger and fully accessible protected landscape area.

Implications

16. *Financial:* The work outlined in the proposed work programme is to be covered by the local risk budget of Epping Forest Division supplemented by grant aid from the Basic Payment Scheme (BPS). Additional grant aid will be sought where available to fund agreed activity.
17. *Legal* – Under section 7(3) of the Epping Forest Act 1878 the Conservators shall at all times as far as possible preserve the natural aspect of the Forest, and shall protect the timber and other trees, pollards, shrubs, underwood, heather, gorse, turf, and herbage growing on the Forest.
18. Under section 5(1) of the City of London Corporation (Open Spaces) Act 2018 the Conservators may, if it appears necessary or expedient for the proper management or husbandry of the Forest and its flora and fauna, undertake the cutting, felling, lopping, chipping, mulching, swaling, cultivation or collection of any trees, pollards, gorse, heather, turf, grass or other shrubs, crops or herbage.
19. Formal consent for these works has been sought from Natural England under section 28E of the Wildlife and Countryside Act 1981(as amended) for the Site of Special Scientific Interest (SSSI) and as required under the Conservation of Habitats and Species Regulations 2017 in relation to the Special Area of Conservation (SAC).

Health Implications

20. The works contribute towards local strategies to actively manage rough sleeping and discourage ASB issues such as drug taking, prostitution, fire setting and fly tipping and their associated health risks.

Conclusion

21. Increasing concern over anti-social behaviour problems at Wanstead Flats has led to a review of scrub management on the Flats.
22. It is proposed that scrub management on the Flats be modified to strike a more effective balance between conservation management and the need to tackle persistent ASB challenges.
23. The revised management works will be reported on annually as part of the Work program reporting to the EFCC.

Appendices

- Appendix 1 – Forest Operations Note: Wanstead Flats Scrub Management
- Appendix 2 - Wanstead Flats: Scrub Management Areas

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WANSTEAD FLATS SCRUB MANAGEMENT T



12/2/2018

Forest Operations Plan Development Note

Scrub forms an important part of the biodiversity heritage at Wanstead Flats. It also adds to the considerable aesthetic appeal of the Flats for visitors. There are however a number of substantial problems associated with scrub facilitating anti-social behavior. This note sets these issues in context and suggests a management strategy and outline activity

program to be taken forward to the Forest Operations Plan

Wanstead Flats Scrub Management

FOREST OPERATIONS PLAN DEVELOPMENT NOTE

INTRODUCTION

Wanstead Flats (182ha) is the southern-most part of Epping Forest and is situated within an extensive residential area but shares borders with the City of London Cemetery and the Wanstead Golf course. The flats are bisected by four major roads: Bush Road (A114), Centre Road (A114), Forest Drive (A117) and Lake House Road. It is one of the most visited parts of Epping Forest with some 395 263 or 9.7% of the Forest's visitors each year. It is one of the best recorded areas for wildlife in Epping Forest with considerable work undertaken by volunteers from the local Wren Group.

Historically the Flats were a grassy heathland used by local commoners, and drovers en-route to London's markets, for livestock grazing and it is likely that there has been grassland or heathland habitat here for over a thousand years. Today the area is made up of an intricate mix of recreational/sport grassland (including 50 football pitches), copse, scrub, acid grassland and ponds. It is designated as a Site of Metropolitan Importance for its conservation value to London and part of the acid grassland is designated as a Site of Special Scientific Interest and it is also one of the few breeding sites for Skylarks in London. Bush Wood, Bush Wood North and Bush Wood Flats are included within the Wanstead Park designation of Historic Parks and Gardens.

The cessation of grazing *circa* 20 years ago on the grassland, following the BSE outbreak of 1996, led to an expansion of the area and density of scrub across the Flats. These new and expanding scrub habitats are an important habitat benefiting a number of key species. However heathland and grassland habitats have been changed as a consequence of expanding scrub on them. A scrub management program for conservation has been underway for nearly ten years with funding under Countryside Stewardship's Entry Level Scheme (ELS) and Higher Level Scheme (HLS).

A number of scrub areas have also become a focal point for significant antisocial behaviour, such as Class A drug taking, prostitution and rough sleeping. Sustained requests by colleagues managing persistent antisocial behaviour to clear increasing areas of scrub has necessitated a review of scrub management to assess the balance of priorities for managing what is also a very important biodiversity resource.

This Forest Operations Plan Development Note draws together the scrub management issues on Wanstead Flats and outlines a management strategy. An action plan is given which will form part of the Epping Forest Operations plan currently being developed.

SCRUB DESCRIPTION

Composition

Three general landscape categories of scrub are present on Wanstead Flats and are listed in Table 1 along with a general description of their species composition. In addition, the Sprawling and diminutive ‘tree’, Creeping Willow (*Salix repens*) still survives on Wanstead Flats. It is a remnant of when the Flats were wetter and more heathy, but is now restricted to only a few locations on the Flats and is scarce in London generally.

Table 1: Landscape Scrub Communities on Wanstead Flats

Scrub Category	Description
Seral Scrub	<p>An intermediate ecological succesional stage where scrub is colonising grass and heathland habitats. Largely comprised of individual plants and groups spread across the area. On the Flats it is composed of three plant communities:</p> <ul style="list-style-type: none"> • W21- Crataegus monogyna- Hedera Helix scrub • W23 – Ulex Europaeus- Rubus Fruticosus agg • Ulmus spp
Linear Roadside scrub	<p>A typically narrow strip of woody scrub vegetation along the boundary of the Flats. Comprised of a mix of species but with Ulmus/Crataegus sps dominant with Prunus sps and Sambucus nigra.</p>
Copse	<p>Edge and understorey scrub communities often associated with 19th/Early 20th Century tree plantings across the Flats designed to break up the open character of the area. Comprised of a mix of native scrub species, stump regrowth and young trees.</p>

Current Management

There are thirteen different scrub management areas on the Flats with varying objectives and history of activity which are outlined in Table 2. Overall, management has largely concentrated on controlling the spread of scrub and promoting a more diverse structure of retained scrub. Scrub management areas (SMA) 1, 2 , 4, 5 and 6 are subject to HLS funding under:

HC16: Restoration of successional areas of scrub - where by year 10, shrub species such as hawthorn, blackthorn and willow should have a diverse age and height structure. No more than 50% of the scrub area should be mature or over mature.

HK16: Restoration of grassland for target features. This relates to grassland management but as scrub removal and management is required to help restore the grassland the scrub is dealt with under Stewardship.

A number of areas have however been cleared of scrub and cut at least annually to maintain them in a cleared condition to deter anti-social behaviour, notably towards Sidney Road and around Jubilee Pond (Scrub management area 9) and elm scrub along Capel Road (Scrub management area 10) . To help restore the acid grassland communities scrub has been permanently cleared with any regrowth cut annually on the Site of Special Scientific Interest (SSSI) area of Wanstead Flats.

SMA	Dominant Scrub Category	Conservation Importance	ASB Importance	Current Scrub Management
1	W21-Seral scrub	High	Breeding birds, green hairstreak butterfly, broom-tip moth, heather, acid grassland	<i>Reduction:</i> Mechanical cut and collect/manual (volunteer) cutting
2	W21-Seral scrub	Med-High	Breeding birds, invertebrates including: green hairstreak butterfly, broom-tip moth, heather, acid grassland	<i>Maintenance:</i> Mechanical cut and leave
3	Copse	Low-Med	Breeding birds, invertebrates and Green Hairstreak. Copse edge scrub especially important particularly on the southern side	<i>None</i>
4	Copse	Med	Breeding birds, invertebrates and Green Hairstreak. Copse edge scrub especially important particularly on the southern side	<i>None</i>
5	W21-Seral scrub	High	Breeding/migratory birds, green hairstreak, invertebrates and acid grassland.	<i>None</i>
6	W23-Seral scrub	Med-High	Breeding/migratory birds, green hairstreak butterfly, invertebrates and Broom-tip moth. Primary importance of the area is the ground nesting birds (Skylark and Meadow Pipit)	<i>Reduction:</i> Mechanical cut and collect
7	W21-Seral scrub	Med-High	For breeding birds	Rough sleeping, Drug use <i>None</i>
8	W21-Seral scrub	Low	For breeding birds	Rough sleeping, Drug use.Prostitution <i>None</i>
9	Copse	Low	For breeding birds	Rough sleeping, Drug use <i>Eradication: Clearedunderstory to deter rough sleeping and cut annually</i>
10	Ulmus spp	Low	For breeding birds	Drug use especially frequent. <i>Eradication: Cleared due to high use by drug users.</i>
11	Linear Roadside scrub	Low	For breeding birds	Drug use especially frequent. Prostitution <i>None</i>
12	Linear Roadside scrub	Low	For breeding birds	Rough sleeping <i>Eradication: Cleared to deter rough sleeping and cut annually</i>
13	Linear Roadside scrub	Low	For breeding birds	Rough sleeping, Drug use, Assault <i>Reduction: Increase visibility of the pedestrian path through scrub removal. Retain individuals and clumps of hawthorns</i>

MANAGEMENT ISSUES

When considering the management of scrub on Wanstead Flats there are three broad areas for review:

- The impact of scrub on the biodiversity of the Flats
- The impact of scrub on the landscape of the Flats
- The impact of scrub on visitors to Wanstead Flats

Biodiversity Value of Scrub at Wanstead Flats

Appendix One details the biodiversity value of the Scrub at Wanstead Flats. In summary, based on biodiversity data collected from Wanstead Flats by members of the WREN group and other individuals, the scrub habitat of the Flats has been shown to be extremely valuable for birds and invertebrates. The scrub is of enormous value as a breeding habitat and for during the migration period, particularly autumn/winter migration, when the Flats' scrub provides shelter and food in the form of berries and invertebrates.

Birds of Conservation Concern (UK Red List) utilising the scrub habitats of Wanstead Flats for breeding or during migration include 10 Red and 5 Amber listed species.

For invertebrates scrub is important as a food source (nectar, dead wood, leaves, honeydew, other insects), and for breeding and shelter. For many early flying insects, hawthorn and blackthorn are perhaps the most important scrub species for their early sources of nectar. Other shrubs with important nectar sources include gorse, broom and bramble. Notable invertebrates found at Wanstead Flats requiring scrub habitat as part of their life cycle include:

Green hairstreak butterfly : Wanstead Flats is the only locality within Epping Forest for this species;

Broom-tip moth: This is a UK BAP species with broom (*Cytisus scoparia*) being its larval foodplant;

Philodromus rufus (spider): A rare spider with very few UK locations. Only site within Epping Forest.

Landscape Value of scrub at Wanstead Flats

Scrub is likely to have been an established feature of the landscape at Wanstead Flats for some centuries, with records of it being a grazed landscape stretching back to 1199¹. For much of its history the Flats were wetter and marshier than today with the land drained, leveled and sown with grass in 1886 by the City of London Corporation. Such change, along with a number of different tree planting episodes, will have introduced changes to composition and extent of the scrub communities over time. It is likely that during periods of frequent use for grazing the prevalence of scrub was relatively low and that given the nature of natural resource use at these times was probably regularly cut back to supply fuel. Appendix one gives a series of aerial photographs that illustrates one period of change with an increase in scrub abundance since 1987 when grazing by livestock ceased.

¹ Monks of Stratford were granted the right to graze sheep on the "brurerio" (heath) between Ham Firth and Welcomstow (Wanstead and Leyton). Quoted from the 'An Integrated Site Management Plan for Wanstead Flats, Epping Forest, 2006-2011

In landscape terms the scrub habitats on the Flats play an important role in softening and screening the surrounding urban area in what could otherwise be an open and potentially 'bleak' landscape. The impact of traffic on Centre Road, Forest Drive, Aldersbrook Road and Lakehouse Roads on visitors and wildlife is considerably lessened through scrub fringes and the occasional clumps of scrub.

Social Value of Scrub at Wanstead Flats

Overall the mosaic of scrub habitats provides visitors with a naturally compartmentalized ever changing landscape of colourful displays of blossom, foliage, fruit and smells for visitors. As the habitat of preference for many species of songbirds it also provides an important and uplifting wildlife experience for the many visitors to the Flat who benefit knowingly or unknowingly.

As well as the positive social benefits there are also significant negative aspects of the scrub on Wanstead Flats. The screening effect of the scrub facilitates anti-social behavior with drug taking and prostitution frequent in a number of areas and the Flats are one of our most notorious areas for fly-tipping. Anecdotally rough sleeping has increased across the Flats with the London Borough of Redbridge being 8th in the UK for rough sleepers with a 25 % increase reported on 2015 numbers in January 2017. Mulching works to clear gorse on the Flats in the Spring of 2017 highlighted many previously unknown camps situated deep within what had been thought of as 'impenetrable' gorse scrub! While evidence of unauthorized activity is across the Flats the most serious activity of regular prostitution and drug taking seems to be around Manor Flats up to Alexandra Lake.

As well as being distressing for visitors who come across participants in such unauthorized activities they also present a number of significant health concerns for staff, visitors and the participants themselves. Particular issues of concern are:

Infected needles: A number of locations on the Flats are regularly used by Class A drug users injecting their drugs with the used needles being left behind on the ground. These pose a risk to visitors and staff, litter picking staff and volunteers in particular, from accidental skin punctures following contact with a needle.

Excrement: A further health issue for visitors, staff and volunteers following from a side effect of drug taking is that users often need to excrete following taking their substance. In well used scrub drug haunts we find local concentrations of human excrement.

In addition to these concerns there are also the very substantial worries for the often vulnerable people participating in the activities. Keeper staff have increasingly been working with the Police, Homeless Charities, Immigration service and others to help direct rough sleepers and other vulnerable people to more appropriate venues and sources of help.

SCRUB MANAGEMENT STRATEGY

It is considered that the increasing area of scrub on Wanstead Flats is adversely impacting the grassland habitats. As more areas of scrub mature towards woodland it is also declining in its habitat quality. The location of scrub communities is also having a deleterious impact on the public usage of the Flats.

Overall objectives for managing scrub habitats on Wanstead Flats are as follows:

1. To improve conservation grassland habitat quality through reducing the area of scrub to a maximum of 25% of the grassland habitat area;
2. To maintain retained scrub in a favourable condition;
3. To reduce opportunities for serious anti-social behavior problems through scrub management and eradication.

OUTLINE SCRUB MANAGEMENT PROGRAM

Objective	SMA	Action	Timing (Years)
1	1,6 Others?	<i>Reduction:</i> Reduce the area of scrub to a maximum of 25% of the area by cutting the scrub and removing the arisings where possible or mulching if not feasible	1-5
2	1,2,4,5,6,7 Others	<i>Maintenance:</i> Rotational cutting of scrub to maintain its habitat quality for invertebrate species and breeding birds. No more than 50% of the scrub to mature or over-mature. Cut and remove arisings where possible or mulch if not feasible	Ongoing
3	11, 12,	<i>Eradication:</i> Permanent clearance of scrub through cutting and removing the cleared material with subsequent annual cutting.	1-5
3	9,10,11,12	<i>Maintenance:</i> Annual cutting to maintain scrub regrowth to a maximum height of 1m.	Ongoing
3	8, 13	<i>Reduction:</i> Remove all scrub other than Hawthorn. Cut and remove arisings where possible or mulch if not feasible.	1-5

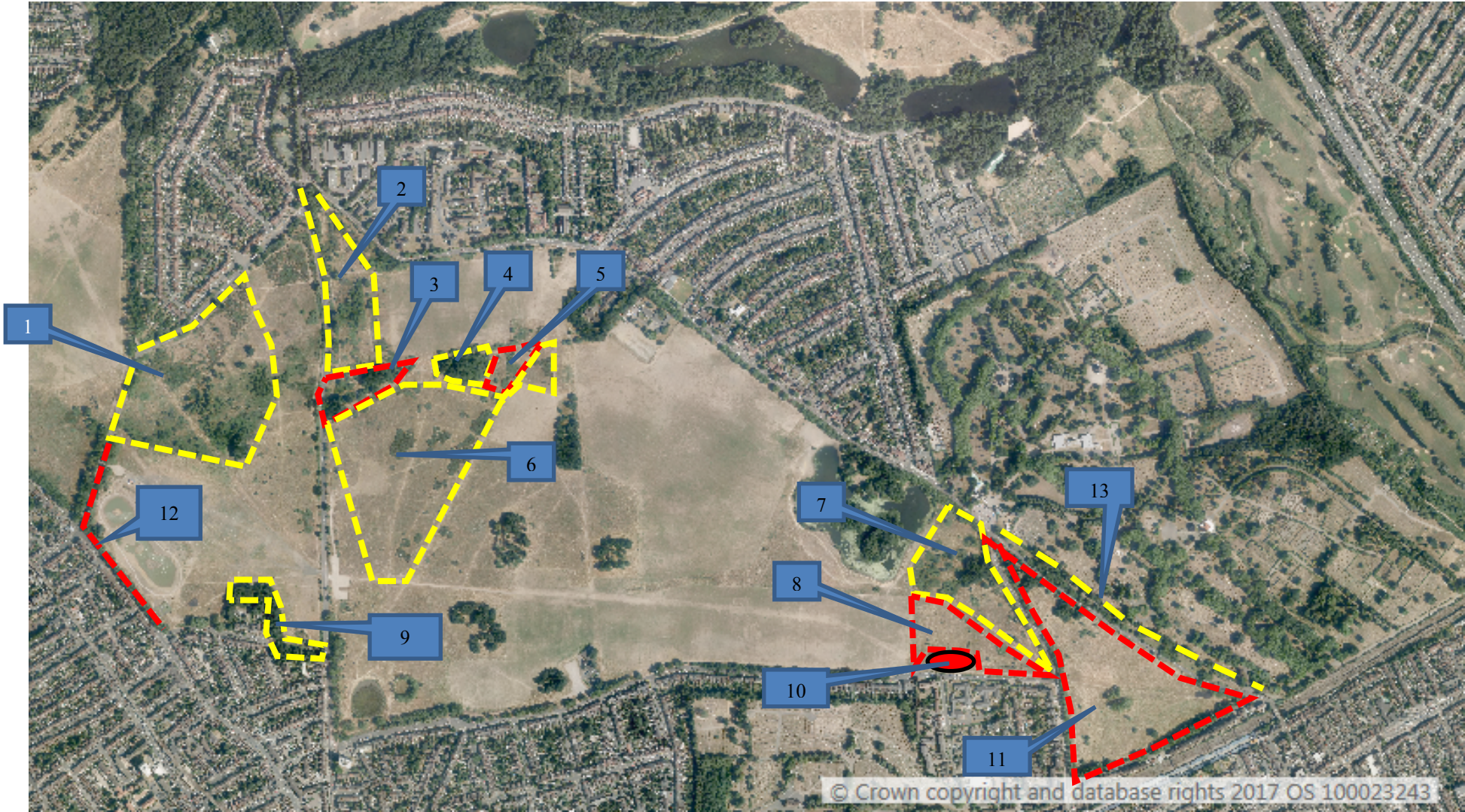
APPENDICES

1. Wanstead Flats Scrub Management, by Andy Froud

Geoff Sinclair

12/02/2018

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Committee(s)	Dated:
Epping Forest Consultative Epping Forest and Commons	13 06 2018 09 07 2018
Subject: The Jubilee London Plane Avenue, Woodford Green: Future Management Proposals (SEF 27/18)	Public
Report of: Director of Open Spaces and Heritage	For Decision
Report author: Geoff Sinclair, Head of Operations, Epping Forest	

Summary

The report outlines the main findings of an arboricultural assessment of the 89 tree Jubilee avenue comprising alternating Black Poplar and London Plane on Forest Land at Woodford Green. The pollarded Poplars are near the end of their lifespan, while the longer-lived London Plane have not established well and are of poor form and will be increasingly susceptible to Massaria Disease in the future.

The assessment makes recommendations for the long-term management of the Jubilee Avenue which would require Local Authority Conservation Area consent. The extent of the required arboricultural interventions on the existing avenue suggest that the most effective method of maintaining this landscape feature would be the staged felling and replanting of the Avenue, at a cost of £20,000 over ten years. The report also recommends that public consultation should be undertaken on the naming of the avenue and the form and species of replacement trees, together with a public sponsorship scheme to fund the replanting.

Recommendation(s)

Members are asked to approve:

- Public consultation on a staged approach to replacing the Jubilee Avenue, as set out in option 5, to maintain as much visual continuity as possible;
- Public consultation on the choice of replacement species based on a shortlist of appropriate native hardwood species: English Oak, Hornbeam and Common Lime;
- Public consultation on whether the Jubilee Avenue should be formally renamed the Churchill Avenue given its clear association with the Churchill statue;
- The establishment of a sponsorship appeal to raise funds to meet the cost of replacement trees and their management.

Main Report

Background

1. Land at Woodford Green was acquired by the City of London Corporation on 1 May 1882 and has been held in trust as part of Epping Forest. On acquisition, the 39.5 acres (16ha) of greenspace were surrounded by open fields, which were subsequently subject to late Victorian and Edwardian residential development.
2. A distinctive landscape feature bordering and crossing Woodford Green is a network of tree avenues with two main north-south running tree avenues:
 - a. Woodford Green Chestnut Avenue – a 1.9 km avenue of originally 191 Horse Chestnut Trees stretching between Burlington Place to the north of Woodford Green to Broomhill Walk near the A119/A104 junction to the south of Woodford Green
 - b. The Jubilee London Plane Avenue – known locally as the ‘Churchill Avenue’ an avenue of 89 remaining London Plane (*Platanus acerifolia*) and hybrid Poplar (*Populus spp*) running between Broadmead Road (A1009) on the north and High Road (A119) to the south.
3. Tree avenue planting has been a significant feature of British rural and urban landscapes. Avenues were first planted in the 16th century to provide shaded walks close to large houses. By the 17th century, more ambitious schemes crossing parks or forming an approach to a feature or vista became more common. Charles Bridgeman’s 1720 Lime Avenue at Stowe Landscape Park and more locally George London’s 1710 avenues at Wanstead Park are the culmination of the avenue planting fashion. Tree avenues remained a popular feature until the mid-nineteenth century, enjoying a brief revival in late Victorian period civic schemes to celebrate the Monarch’s Jubilees and avenues of honour linked to military campaigns.
4. The current avenue replaced an avenue of 79 Black Poplars originally planted in 1886 to mark Queen Victoria’s Golden Jubilee of 1887. This earlier avenue had been allowed to grow to maturity, however, in 1966/67 following an incident of a branch falling close to a child your Committee decided that given the propensity of Black Poplar to shed limbs the avenue would need to be replaced. The felling of the 1886 avenue proved highly contentious with a vigorous local campaign challenging the need to fell the trees. This proved unsuccessful and the 1880 avenue was felled, and the current avenue replanted in 1967.
5. The intention was for the current avenue to be comprised of London Plane trees and these were planted at 40 feet intervals. With a lifespan of 400 years the London Plane was chosen for its ability to be longer lived than the original Black Poplars, which are fast growing and become over-mature more quickly with the attendant tree safety concerns.
6. To encourage the upward growth of the London Planes, and to establish an avenue effect quickly, hybrid Poplar trees were planted as ‘nurse trees’ in

between the London Plane trees. The intention was that the Poplars would be removed once their role as a nurse tree had ended at around 20 years of age. Unfortunately, the Poplars were never felled, and they have grown to maturity to dominate the avenue, while the London Plane has not established well and are much smaller and of poorer form.

7. On the 13th October 1997 your committee agreed to reducing the size of the Poplars by 50%. This was to allow room for the London Plane to develop as fine specimens and to maintain a full avenue in the process. The sudden removal of the Poplars was advised against as it was feared that this might expose the London Plane to wind damage which would inhibit their development and detract from their visual impact. Subsequently the tops of the Poplar were cut off at around 6m with a further episode of crown reduction carried out two-thirds of the way up the regrowing stems arising from the initial 6m cut level. This second phase of work was likely to have been seeking to alleviate the weight of the crown but without resorting to a complete re-pollard to the 6m level which would have left the trees considerably disfigured. This work was in contrast to the proposal in the October 1997 reports where repollarding every 2-3 years was recommended.
8. The Jubilee Avenue is within the Woodford Green Conservation Area established in 1970 by the London Boroughs of Redbridge and Waltham Forest. The Avenue forms a backdrop to the Grade II listed Winston Churchill statue at the Junction of High Rd (A1199) and Broomhill Walk. The statue was erected in October 1959 and listed in 2016. The lines of the 1967 avenue was modified to ensure it was better aligned to the statue than the earlier avenue. As a consequence of these changes the avenue has become more associated with Winston Churchill than with the Jubilee of Queen Victoria and is now locally known as the Churchill Avenue rather than the Jubilee Avenue.
9. The Woodford Tree Avenue is in an amber tree safety zone and is surveyed every three years for arboricultural actions required. At the last survey in 2016 eight Poplar trees (14% of the total) were identified as requiring complete repollarding. As well as these eight trees, it was considered that the remaining trees will increasingly require similar arboricultural interventions to manage the risks posed by them and that this would start to have a highly visible adverse effect on the aesthetics of the avenue.
10. There are recognised design criteria that affect the visual impact of tree avenues, with proportion being a key consideration. Tall narrow avenues with dense foliage such as the Jubilee Avenue can feel imposing, and uninviting, or even threatening or unsafe. Wide avenues with short trees will be ineffectual and fail to make impact on the landscape.
11. The current avenue could be argued as too tall and dense for its width, largely a result of the unplanned growth of Poplar.
12. The disease, commonly known as Massaria disease (*Splanchnonema plantini*), infects branches of plane trees. The fungus has usually been considered to be a weak parasite causing only minor damage, such as twig dieback, in warmer Mediterranean climates. However, in the 21st century it has been found

associated with branch death and rapid decay within other parts of Europe. There are over 600 London Plane trees forming avenues in Epping Forest, typically alongside roads. The weakening of branches by the disease so that they are increasingly likely to fail has become a significant management concern. Between 2016 and 2017, Epping Forest arborists had to work between 10 and 20% of the Plane trees along roadsides, following specialist inspections, to make the trees safe. Given the impact of Massaria disease the planting of new Plane trees is no longer envisaged.

Current Position

13. The City of London Corporation commissioned Islington Tree Service in 2016 to prepare an arboricultural assessment report on the current tree condition and the management options available for the Jubilee Plane Tree Avenue (Appendix 1). The following report outlines the main findings of the 2016 Islington report and makes recommendations for progressing the long-term management of the Jubilee/Churchill Avenue while relating any proposed changes to possible longer-term management needs of the avenue more generally.
14. The 58 hybrid Poplar trees and 31 London Plane trees were surveyed on the 22nd January 2016 by Islington Tree Services. The hybrid Poplars were found to be generally uniform in size with stems of between 450mm to 600mm diameter and canopy spread of 10-15m and a height of 15-20m. Many of the trees have attained a large size with limbs of elongated form that are heavily end weighted and with poor attachment. If left to grow without management, the trees would pose a high risk of crown failure and constitute a significant hazard to pedestrian use of the avenue path
15. The large diameter of the regrowth necessitates that any crown reduction is best undertaken so that trees are cut back to the 6m high cut level. Continuing with the higher tier reduction would require repollarding on a cyclical basis of approximately five years in order to maintain the trees with low hazard stable crowns. Given Poplar's relatively poor ability to withstand decay indicates that either management option, due to the significant wounds cutting will cause, are not long-term solutions for sustaining a prominent tree avenue in this location. Equally, either management option will result in substantially reduced stature trees of relatively poor form and again eroding the aesthetic appeal of the avenue
16. Unfortunately, in comparison to the Poplars, the 31 existing London Planes have established poorly and are of disparate size and do not offer any prospect of being suitable for promotion to long-term avenue trees, especially given the presence of Massaria disease in Epping Forest.
17. **Tree Avenue Management Options** - Six management options were outlined in the report:

Option 1: no action.

Option 2: Pollard crown reduction of all avenue trees (Poplar and London Plane).

Option 3: Pollard crown reduction of all Poplars and fell all intermediary London Planes.

Option 4: Fell and replant entire avenue.

Option 5: Fell and replant entire avenues in stages.

Option 6: Establish new avenue alongside the existing avenue.

18. Option 1 No Action – Given the City Corporations obligations under the Occupiers Liability and Health and Safety at Works Acts this option is unrealistic. **The option is not recommended.**
19. Options 2 & 3 Pollard Crown reductions - Due to the relatively short 50-60-year lifespan of Poplar trees and the current poor arboricultural condition of the trees, it is proposed that we should focus on management options that looked to establish a successor avenue. **These options are not recommended.**
20. Option 4 Fell and replant the entire avenue - The avenue is located in an area with a network of impressive mature tree avenues. Despite the presence of the nearby Chestnut Avenue, the loss of the Jubilee Avenue in one operation would remove a much-appreciated landscape feature which also forms the backdrop to the Grade II listed Winston Churchill statue with perhaps three decades until a sufficient backdrop is established. **This option is not recommended.**
21. Option 5 Fell and replant the avenue in stages - The staged replacement of the avenue, is the option which best facilitates the long-term replacement of the avenue with more long-lived and disease resistant species, while reducing tree safety issues and retaining the best aesthetic solution. **This Option is recommended.**
22. Option 6 Establish a new avenue alongside the existing avenue - There is insufficient space to establish a new avenue alongside the current one that meets the needs of complementing the Grade II listed Winston Churchill Statue. **This option is not recommended.**

Proposals

23. In progressing any regeneration option for the avenue, a key requirement is to ensure the new planted tree has the best conditions to establish and grow quickly. As well as good maintenance, the site conditions need to be appropriate for the species chosen. When interplanting within established tree avenues there is a need to ensure there is sufficient light reaching the planted tree. Established mature trees respond quickly to light gaps and their crown quickly grows into gaps potentially increasingly shading the planted trees 15-20 m below.
24. To progress Option 5, it is therefore proposed that a two-phase approach is required as outlined in Table 2. The duration of the process will be determined

by the growth of the establishing trees but is likely to be in the order of 10 or so years. This approach would see two adjacent trees on each row felled and the resulting gap planted with a single replacement tree. Felling would be staggered between the two tree rows. Felling two trees on a row will ensure sufficient light reaches the new planted tree to ensure it can establish and thrive.

25. Under Option 5 the retained Poplar trees will be repollarded, as once they are exposed to a more open environment their canopy will become predisposed to wind damage.

Table 2: Proposed Replacement for the Woodford Poplar Avenue

One example of phased replacement of a two-row avenue									
Avenue - Phase 1		* = retain trees				○ = fell trees			
* *	○ ○	* *	○ ○	* *	○ ○	* *	○ ○	* *	
○ ○	* *	○ ○	* *	○ ○	* *	○ ○	* *	○ ○	
Avenue - Phase 2		○ = fell trees				■ = new tree planted in phase 1 in spaces between trees felled			
○ ○		■		○ ○		■		○ ○	
■		○ ○		■		○ ○		■	
Avenue - Structure on completion of Phase 2		■ = tree planted phase 2				■ = tree planted final phase			
■		■		■		■		■	
■		■		■		■		■	
Felling two trees and replanting one should allow enough space and light for the unrestricted growth of young trees into the canopy of the avenue.									

26. Existing main avenue tree species in the Woodford Green Conservation Area are now considered unsuitable as replacements for both disease and arboricultural reasons. The selection of a new avenue tree species for the Jubilee Avenue may in due course influence the species chosen to replace the remaining avenue trees within the Conservation area.
27. Because of the dominance of the Site of Special Scientific Interest and the Special Area of Conservation which favours the natural regeneration of native species Epping Forest does not have a species-based tree planting policy. However, where specific planting initiatives have been made at Gaunt Wood, the Trafalgar planting and most recently Gifford's Wood, selection has been made from the traditional Epping Forest 'palette' of Oak, Beech and Hornbeam. Beech is increasingly less favoured in new plantings in relation to concerns regarding climate change adaptation.
28. Potential species appropriate for the location and which fit Epping Forest's native woodland conservation perspective would include:
 - i. English Oak (*Quercus robur*)
 - ii. Hornbeam (*Carpinus betulus*)
 - iii. Common Lime (*Tilia x europaea*)

29. These species are however broad, spreading trees and not best suited to narrow avenues for the design reasons discussed above. It is not possible to widen the current avenue sufficiently to allow more balanced proportions and it may be appropriate to consider using upright cultivars, for example *Quercus robur* Fastigiata or *Carpinus betulus* 'Frans Fontaine', or to consider planned management techniques, such as pollarding, to provide for an avenue that presents the Grade II listed statue of Winston Churchill to best effect.
30. To reflect the reorientation of the Jubilee Avenue on replanting in 1967 to face the Churchill Statue, and the consequent local practice of referring to the avenue as the 'Churchill Avenue', it is proposed that a public consultation be undertaken on formally renames the Churchill Avenue.

Corporate & Strategic Implications

31. **Legal** – The Epping Forest Act 1878 under section 33(1)(i) provides the City Corporation with powers 'To fell, cut, lop and manage in due course the timber and other trees, pollards and underwoods, and to sell and dispose of the timber cuttings and loppings, and to receive the proceeds, and to plant trees and shrubs for shelter or ornament'. In exercising powers in relation to planting the Conservators shall not do anything that would materially take away or hinder the exercise of rights of common (sub-section 2).
32. The avenue is within the Woodford Green Conservation Area. Conservation Areas are areas of special architectural or historic interest, designated under the Planning (Listed Buildings & Conservation Areas) Act 1990, the character or appearance of which it is desirable to preserve or enhance. Consequently, tree management is subject to oversight by the London Borough of Redbridge as the Local Planning Authority, with six weeks prior notice required to be given to them of the proposed felling and other tree works. This enables the Local Planning Authority to decide if any of the trees should be made subject to a Tree Preservation Order. Those carrying out works to trees should ensure they do not contravene laws protecting wildlife and must have a regard to statutory obligations concerning protected species.
33. **Financial** – The cost of replanting the Jubilee Avenue is estimated at £20,000 spread over ten or more years but with two periods of main financial outlay when trees are planted. There is a considerable potential to secure local sponsorship of the planted trees otherwise operational costs would be met through the Epping Forest Local Risk budget. It is proposed that tree felling and arboricultural interventions will be undertaken by in-house staff and which is estimated will take four weeks to complete.
34. **Communications:** Previous works in this area have attracted significant public comment and concern. Prior to any works commencing extensive liaison with local stakeholders, including the local planning authority, should be undertaken to identify and address issues of concern.

Conclusion

35. The poor establishment of the 1967 avenue and increasing tree safety concerns have resulted in the need to consider the felling and replacement of the Jubilee Avenue in the Woodford Green Conservation Area. A phased approach to replacing the avenue is proposed to minimise the overall landscape disruption.
36. The choice of replacement species; tree form and avenue naming will be subject to public consultation with local stakeholders with the suggestion that a shortlist of the following appropriate avenue species be presented: English Oak, Hornbeam and Common Lime. Public engagement will also consider whether the avenue should use *fastigate* or upright growth forms or to consider pollarding as a long-term management option to ensure an avenue achieves the best design proportions.

Appendices

- Appendix 1 - Woodford Green Avenue Arboricultural report, Islington Tree Services

Background Papers

Price, Colin (2009), Epping Forest Avenues Report

The Report of the Superintendent of Epping Forest' dated 02 September 1966

The Report of the Superintendent of Epping Forest' dated 07 October 1966

The Report of the Superintendent of Epping Forest' dated 13 October 1997

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Tree Survey

on behalf of

The City of London



Location: Woodford Green Avenue

Ref: ITS/TS/EPPFOR16

Report by: GAC
Date: 22/02/16

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1 Introduction

1.1 Client Brief - Instruction

- 1.1.1 Islington Tree Service has been commissioned by Gavin Bodenham, Senior Conservation Officer, Open Spaces Department, Epping Forest, City of London to undertake a tree survey for the existing tree population comprising the Woodford Green Avenue.

1.2 Documents Supplied

- 1.2.1 Mr Bodenham, supplied the following documents:
1. Excerpt from 'The Report of the Superintendent of Epping Forest' dated 02 September 1966
 2. Excerpt from 'The Report of the Superintendent of Epping Forest' dated 07 October 1966
 3. Public Note entitled 'IN A MANNER OF SPEAKING' issued by the Superintendent of Epping Forest (undated)

1.3 The Author

- 1.3.1 This report has been compiled by Geoff Clack, Tree Inspector for Islington Council. Full details of relevant qualifications and experience are located in Appendix 8.2.

2 Tree Survey

2.1 Site visit

- 2.1.1 The site was visited on the 22nd January 2016 to record the relevant tree data.
- 2.1.2 The weather at the time of the survey was raining, but with reasonable visibility.
- 2.1.3 Location plans can be found in section 3 of this report and in section 9 of the Appendices. The plans are for illustrative purposes only and should not be used for direct scaling of measurements.

2.2 Scope of the Tree Survey

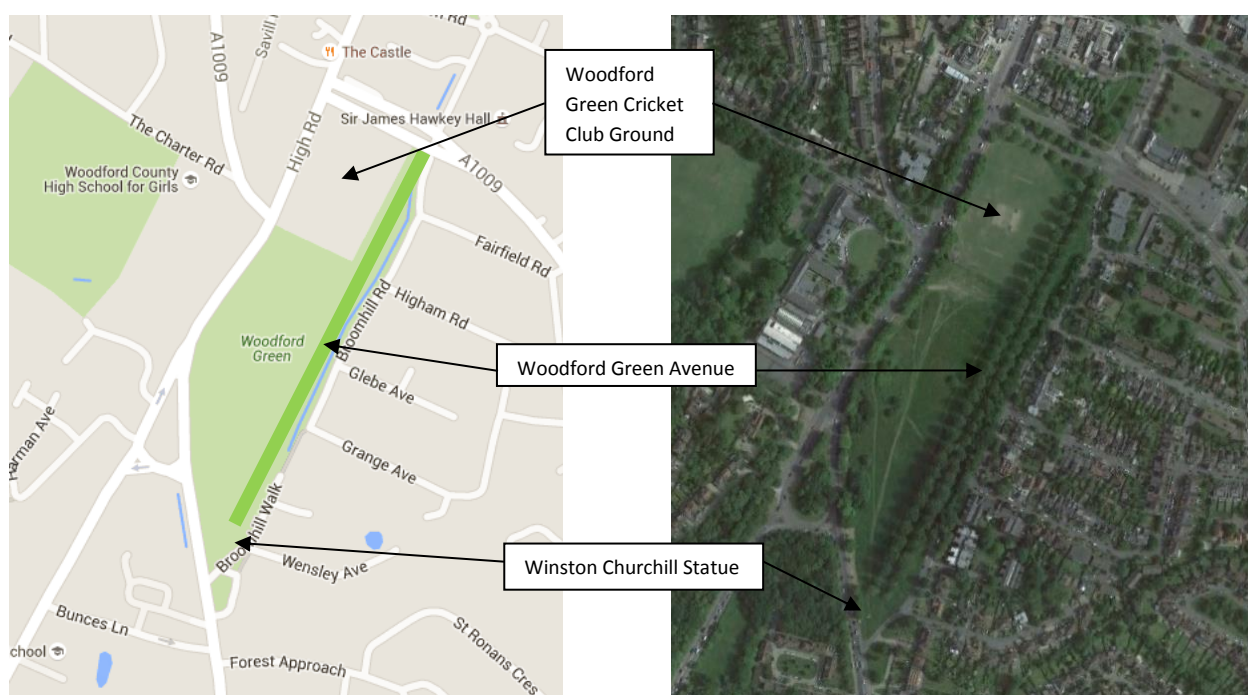
- 2.2.1 The objective of the report is to survey the subject trees in order to assess their general condition; to record defects and to make recommendations for safety and maintenance works, where necessary.

2.3 Tree Survey Method

- 2.3.1 All observations were from ground level with the aid of binoculars. The height of each subject tree was measured using a clinometer, unless otherwise indicated.
- 2.3.2 The trees were inspected on the basis of the Visual Tree Assessment method expounded by Mattheck and Broeler (1994) and hazard assessment to Lonsdale D. (1999).
- 2.3.3 All data was recorded on Epping Forest's *Arbortrack* software management system.

3 Site Overview

- 3.1.1 The Woodford Green Avenue is a double avenue containing a total number of 91 avenue trees and a number of small understorey trees, located on the East side of Woodford Green, Greater London, IG8. It commences approximately 20m to the north of the Winston Churchill Statue at the Junction of High Rd (A1199) and Broomhill Walk and extends northeast in parallel with Broomhill Walk for 480m until it meets the A1009. It is bordered at its Northwest end for 115m by Woodford Green Cricket Club Ground.



- 3.1.2 The Churchill Statue was awarded grade II listed status in January 2016. The Woodford Green Avenue is located within a conservation area.

4 History of The Avenue

4.1 1880 Black Poplar Avenue

- 4.1.1 A double avenue of 79 Black Poplars was originally planted at this location in 1880⁽¹⁾. However, in 1966, after a reported incident whereby a live branch from one of the poplars fell close to a child, the trees were assessed to be hazardous due to *'that brittleness associated with the age of the tree'*⁽²⁾ and a decision was made by the Superintendent of Epping Forest to fell and replant the avenue. The alternative options to prune the heavier branches or to top the trees were dismissed as it was considered they *'would disfigure the trees'*⁽²⁾.



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- 4.1.2 Efforts were made by the Superintendent to ‘forestall public criticism of any complete felling of the trees’ by ‘the placing of appropriate notices before felling’ and by issuing a press statement ‘in explanation of the steps which the committee are obliged to take in the circumstances’⁽¹⁾.
- 4.1.3 Despite these precautions, upon commencement of the felling works ‘much local interest was aroused and the several editions of the local papers gave the matter wide publicity when they appeared on 30 September. The Guardian newspaper’s headline was “MP Leads Tree Felling Uproar” and quoted Mr Patrick Jenkin MP as saying “There is going to be a frightful row. In fact, I’m starting it.”’⁽¹⁾.

4.2 1967 Avenue Re-planting

- 4.2.1 The avenue was replanted in 1967 and a replacement species, the London Plane, was chosen ‘after prolonged consideration’⁽³⁾ due to its propensity to be very long-lived. The Superintendent stated that ‘longevity is of the utmost importance if only to avoid too soon in future history, a repetition of the present distress, which can be attributed to the unfortunate choice of tree that was made when the avenue was originally planted. The poplar is a tree which, whilst having a rapid growth rate for which reason it was no doubt selected, becomes over-mature (with the dangers inherent in such a state) in a relatively short period of time.’⁽³⁾.
- 4.2.2 The replacement avenue was replanted with London plane trees at 40ft intervals, and was re-oriented to be in line with the statue of Winston Churchill which had been erected to the South of the avenue in 1959. Poplars were also planted between the planes as a nurse crop in order that ‘(i) by filling the gaps they would encourage earlier height growth in the planes than at 40ft intervals would otherwise be the case and (ii) the poplars would assist in the more speedy re-creation of the avenue effect.’ It was then stated that ‘The poplars will be removed in due time, 20 years or thereabouts, whilst still relatively in the “pole” stage of growth.’⁽³⁾.
- 4.2.3 Unfortunately, the nurse crop of poplars was never felled as intended; they have subsequently grown to maturity and are now the dominant feature of the avenue. The London plane trees - in comparison - have not established well between the poplars. They are much smaller with many of poor form and a number have failed entirely. Two London plane trees being the furthest trees at the south end of the avenue have established to a similar size to the poplars, as have some extant planes at the far end of the north of the avenue. The avenue currently consists of a double row of 58 dominant mature poplars, with 51 of the original London planes remaining.

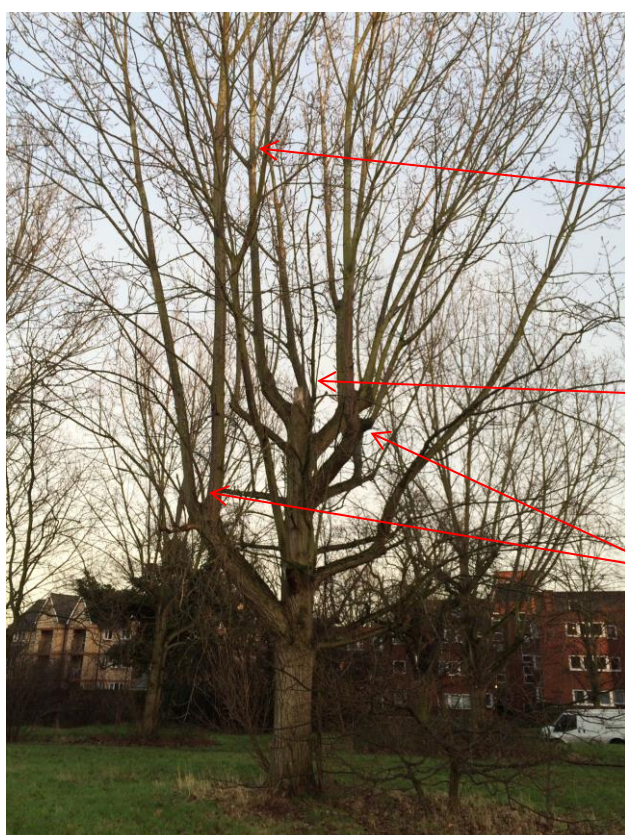
Sources:

- (1) - Excerpt from ‘The Report of the Superintendent of Epping Forest’ dated 02 September 1966
- (2) - Excerpt from ‘The Report of the Superintendent of Epping Forest’ dated 07 October 1966
- (3) - Public Note entitled ‘IN A MANNER OF SPEAKING’ issued by the Superintendent of Epping Forest (undated)

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4.3 Recent Management of the Poplar Trees

- 4.3.1 The poplar trees planted in 1967 have been subject to past management. They have been historically topped at 6m to form a high pollard, with cuts to the central stem of approximately 300mm diameter, and cuts to the primary limbs of approximately 150mm to 200mm diameter. Action of this type would most likely have been undertaken to reduce hazards associated with the mature pre-pollard crown. This is not a preferred management option for the trees because it creates large wounds which may then be at risk of decay or which may provide entry points for disease, particularly on the central stem where the tree has limited capacity of natural repair. In addition, due to the weaker re-growth that results from such management - particularly in poplars - further regular ongoing maintenance is then necessitated to keep the crown in a stable condition. It was for this reason, that poplars had been dismissed as being an inappropriate species for replanting the Avenue in 1967.
- 4.3.2 An additional tier of crown reduction has also subsequently been carried out, two thirds of the way up the re-grown pollard limbs of the poplars (approximately 5 years ago) evidently with the intention of alleviating the weight of the crown, without resorting to a complete re-pollard to the original 6m pollard form.
- 4.3.3 The poplars are of a uniform size with upright stems. There are no visible defects on any of the stems below crownbreak.



Second tier crown reduction at approx. 10m.

Poplars topped at 6m on main stem of approx. 300mm diameter.

Original lateral limb pollard points of approx. 150mm to 200mm diameter.

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4.4 Recent Tree Inspections of the Poplar Trees

- 4.4.1 A condition report on the avenue was produced in 2007 by Arboricultural Consultant Simon Pryce. He noted that *'a problem does loom with the poplars, the re-growth is becoming a hazard and my recommendation would be to re-pollard at the original points, just to make them safe'*.
- 4.4.2 On 4th December 2015, eight of the avenue poplars located by the Woodford Green cricket pitch boundary were assessed by tree inspectors from Islington Council as part of routine safety inspections of high use areas across Epping Forest. All eight poplars were recommended for re-pollarding due to the presence of poor lapsed re-growth over the cricket pitch and one showed evidence of a large historic limb rip-out failure at a pollard point.

5 Tree Condition survey

5.1 Quantity and Dimensions

- 5.1.1 There are 58 mature Poplars in the avenue of a generally uniform size, with stems of between 450mm to 600mm diameter, a canopy spread of 10 to 15m and a height of 15 to 20m. Some additional smaller multi-stemmed poplars are found and both ends of the avenue which are either self-set, or are re-growths from the stumps of previously felled trees.

5.2 Poplar Trees

- 5.2.1 The past management of the poplar trees that describes their high pollard form has been outlined in section 4.3. The defects associated with this form are described below.



Original lateral limb pollard points of approx. 150mm to 200mm diameter— displaying weak dog-legged unions, and vertical compression forks with included unions. Regrowth is now heavily end-weighted.



Decay of the central stem at the 6m pollard point is evident on 25 of the 58 poplars.

However, 33 poplars have produced good woundwood on the central stem with no external evidence of decay.



Two locations were observed where vertical pollard re-growth has historically failed causing branch drop.



5.3 London Plane Trees

- 5.3.1 In comparison to the poplars, the avenue of 51 London planes has established poorly and is of disparate size. Twenty are absent, having evidently failed; eighteen are of small and sparse stature with a stem of up to 150mm diameter and a height and spread of up to 5m. Four of these have a poor low forking structural form, one is leaning at an acute angle and another is very sparse and in poor condition. Fifteen of the planes have stems of 150 to 300mm diameter, a canopy spread of 5 to 10m and a height of 10 to 15m.



Poor Form London Planes:
Suppressed, Sparse, Forked, Leaning

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- 5.3.2 The growth rate of the London planes have been subject to suppression by the shading and competition of the faster growing adjacent poplars. However, the planes have grown slower than would be expected even under these circumstances. The two planes situated at the south end of the avenue have the most optimum position in the avenue, being of south facing aspect with little competition for shading and root space, yet these also have not grown to the size that could be expected of this species in 50 years in a similar location. Gavin Bodenham has communicated that this area of the Woodford Green is subject to waterlogging. This fact, coupled with some compaction from pedestrian use, are factors that would favour the shallower rooted poplars and which would be deleterious to the planes.



The two London Planes situated at the southern end of the avenue.

A number of London Plane trees are absent in the section of avenue by the cricket pitch.

(view = looking south)



5.4 Understorey Trees

- 5.4.1 Areas of scrub and bramble and a number of young stunted multi-stemmed trees of poor form, principally oak, have established around the base of the avenue trees.



Understorey scrub and young multi-stemmed trees.

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6 Management Options

6.1 Option 1 - No Action

- 6.1.1 The pollard re-growth of the poplar trees in the avenue has attained a large size with limbs of elongated form that are heavily end weighted and with poor attachments. If left to continue to grow without any management, the trees would pose a high risk of crown failure and constitute a significant hazard to pedestrian use of the avenue path.

6.2 Option 2 – Pollard Crown Reduction of all Avenue Trees

- 6.2.1 The large diameter size of the poplar's re-growth points from the historical 6m high pollard necessitates that any crown reduction of these trees be cut back to the original pollard points. A higher tier reduction would provide only minimal and temporary alleviation of the hazards associated with their present form. The evident vigour and wound healing capacity of the majority of the poplars in response to the historical pollard suggests that the trees would respond favourably to a re-pollard. The resultant re-growth would require continued re-pollarding on a cyclical basis of approximately 5 years (depending on the rate of re-growth) in order to maintain a low hazard stable crown.
- 6.2.2 The level of decay or dieback of the central stems of the poplars would be subject to a climbing inspection during the works at each pollard cycle.
- 6.2.3 In order to maintain the uniformity of the avenue, and to ensure that some of the larger planes do not start to outcompete the pollarded poplars, the remnant London planes would be brought into a pollard rotation in tandem with the poplars. The exception to this could be the two planes at the south end of the avenue, and those at the north end which have better form, and whose retention in natural form would serve to frame the avenue at either end without particular detriment to re-growth of the rest of the avenue.
- 6.2.4 A cyclical pollard regime would ensure that the avenue can be maintained with low hazards for as long as there is minimal advancement of any decay at the pollard points, which could potentially be for several cycles. However, the stature of the avenue will be permanently reduced from its present size to fluctuate between 6m and approximately 12m every 5 years or so, and so will not achieve the stature or longevity that was originally intended for the avenue.

6.3 Option 3 – Pollard Crown Reduction of all Poplars and Fell all Intermediary London Planes

- 6.3.1 The uniformity of the avenue may best be retained by managing the poplars as pollards as described in option 2 (in section 6.2), and by removing the remnant intermediary planes entirely. Eighteen planes are already missing and the remainder are of disparate quality of form and vigour. If they were to be maintained as pollards adjacent to the poplars, they may grow at a different rate, and the planes would be likely to continue to perform poorly alongside the faster growing poplars.

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6.4 Option 4 – Fell and Replant Entire Avenue

- 6.4.1 The current dominant trees in the avenue, the poplars, were planted purely as a 20 year nursery crop to aid the establishment of the London planes. They are not a suitable avenue species in their present state, and will continue to pose a hazard if not subject to regular management. The avenue's chosen species - the London planes - have performed poorly in this location, with many missing and of poor form, meaning that re-establishment of a London Plane avenue would be problematic. The option to fell the entire avenue would provide the opportunity to replant a species more suitable to the location that would establish a mature avenue of trees as was originally intended. However, the impact of such an option would mean that a number of years would pass with the complete absence of an avenue effect, until the new trees became established. The few London Plane trees that have established well and that are of good form at either end of the avenue could be retained without detriment to the establishment of the new avenue. The two planes at the southern end of the avenue, if retained, would maintain a suitable backdrop to the Churchill Statue.

6.5 Option 5 – Fell and Replant Entire Avenue in Stages

- 6.5.1 In order to lessen the visual impact of removing and replanting the entire avenue at the same time (section 6.4 - option 4), the felling and replanting process could be carried out in stages. The feasibility of such a process would have to be fully investigated and carefully planned. The first new planting would need to be free from shading and competition from the trees not yet removed, and the interval between the stages should be close enough that the final uniformity of the avenue can still be achieved.

6.6 Option 6 – Establish New Avenue Alongside the Existing Avenue

- 6.6.1 A new avenue of trees of a suitable species for the location could be planted adjacent to the existing avenue with the intention of replacing it once the new avenue had matured sufficiently. This option would mitigate the impact of the loss of the poplar avenue when it is felled. Various considerations as to the location for planting a new avenue would need to be considered due to a lack of space and competition with other trees to the east of the existing avenue, and by the cricket pitch boundary. Planting either side of the existing avenue would result in a wider avenue. A new avenue orientation could therefore potentially be considered with a north-westerly aspect from the Churchill statue towards the cricket pavilion.

7 Additional Management Options

7.1 Option 1 – Understorey Removal

- 7.1.1 The young multi-stemmed trees that have established to form an understorey around the base of the avenue trees may potentially grow to a size where they start to compete with the avenue trees. They are of poor form which at a larger size may also require ongoing management.
- 7.1.2 The effect of the understorey trees between the avenue trees could be considered contrary to the original intended aesthetic of the uniform avenue effect; as such they could be regarded as suitable for removal. This management option should be weighed against the beneficial ecological habitat provided by the understorey trees and scrub at this location.

8 Appendices

8.1 Contacts List

Name	Company	Role	Email	Phone
Gavin Bodenham	Open Spaces Department - Epping Forest, City of London	Client	gavin.bodenham@cityoflondon.gov.uk	0208 5321010
Geoff Clack	Islington Council (Tree Service)	Tree Inspector	geoffrey.clack@islington.gov.uk	07825 098290
Jake Tibbetts	Islington Council (Tree Service)	Tree Service Manager	jake.tibbetts@islington.gov.uk	07826904840

8.2 Relevant Qualifications and Experience

- 8.2.1 Geoff Clack has 6 years' experience in the arboricultural sector, and a previous 10 years in the utilities mapping sector. He moved into the public sector in 2014 as the Tree Inspector for Islington Borough Council.
- 8.2.2 He keeps professionally up to date by regular attendance at seminars, conferences, membership of professional bodies and has a regular program of training.

Qualification	Date
BA Hons English	1997
National Diploma in Arboriculture	2011
Lantra Professional Tree Inspection	2011
N.P.T.C. Chainsaw certificates 30, 31 & 38	2012
N.P.T.C. Pesticides certificates PA1 & PA6	2012
Lantra Arboriculture and Bats – A guide for Practitioners	2014
Wildlife and Woodlands Ecology – Anglia Ecology	2015
BS5837 Tree Surveying and Categorisation	2015
Great Crested Newt Licence – Natural England	2015

Signed:



Dated: 22/02/16

8.3 Implementation of Works

- 8.3.1 All tree works should be carried out to BS3998:2010 "Recommendations for Tree Work".
- 8.3.2 The client's attention is drawn to the responsibilities under the Wildlife and Countryside Act 1981 (as amended) and the legal requirement to consider nesting birds and bats when carrying out tree works.

8.4 Trees Subject to Statutory Controls

- 8.4.1 If any trees are covered by a tree preservation order or located in a conservation area, it will be necessary to consult with the local planning authority before any works can be carried out (other than statutory exemptions).

8.5 Limitations

- 8.5.1 This report has been prepared for use by the client in accordance with the terms of the contract. Third parties may not rely on the information within this report without the written consent of Islington Tree Service.
- 8.5.2 Information provided by the client or third parties used in the preparation of this report has not been verified by Islington Tree Service and is assumed to be correct.
- 8.5.3 The tree survey is valid for one year from the date of inspection but will become invalid if unforeseeable events or physical changes are made to the site. Extreme weather, construction or development including tree works or disturbance to the soil volume utilised by the tree will require partial or full re-survey. It is recommended that the trees are routinely inspected.

8.6 Distribution

- 8.6.1 This report is for the sole use of the above named client and refers to only those trees identified within; use by any other person(s) in attempting to apply its contents for any other purpose renders the report invalid for that purpose.
- 8.6.2 The Schedule of works included in the appendices may be provided to tree contractors for the benefit of obtaining a quote for the works and used in the application to the LPA in order to obtain the relevant permission.

8.7 Copyright

- 8.7.1 Islington Council retains the copyright of this report and its content is for the sole use of the client(s) named above. Copying of this document may only be undertaken in connection with the above instruction. Reproduction of the whole or any part of the document without written consent from Islington Council is forbidden.

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8.8 References

British Standards Institute (BSI). (2010). *BS 3998:2010 Recommendations for Tree Work*. BSI, London.

Tree Preservation Order, A Guide to the Law and Good Practice. Department for Communities and Local Government.

Lonsdale D. (1999). *Research for amenity Trees No.7: Principles of Tree Hazard Assessment and Management*. HMSO, London.

Mattheck and Breloer H. (1994). HMSO, London. *Research for Amenity Trees No.4: The Body Language of Trees*.



Committee(s)	Dated:
Epping Forest Consultative Epping Forest and Commons	13 06 2018 09 07 2018
Subject: The Woodford Green Chestnut Avenue: Future Management Proposals (SEF 29/18)	Public
Report of: Director of Open Spaces and Heritage	For Decision
Report author: Geoff Sinclair, Head of Operations, Epping Forest	

Summary

This report, which represents a companion to the report on the Jubilee Avenue also before your Committee, advises on the deteriorating condition of the Woodford Green Horse Chestnut Avenue. The 191 Chestnut tree avenue first planted around 1900 by the Urban District Council - a forerunner to the London Borough of Redbridge-, forms an important and much-loved townscape feature of Woodford Green and Woodford Wells and is a recognised component of both Conservation Areas.

Only 64% of the original planting now survives, with 40 (21%) trees missing as avenue gaps which are not being replaced while 25 (13%) trees replanted as young 10 to 20-year old trees which are struggling to flourish in the shade of the Avenue. Recent mature tree losses have been attributed to Bleeding Canker Disease of Horse Chestnut and possibly a reduction in vitality from damage by a new Invasive Non-Native Species (INNS) - the Chestnut Leaf Miner Moth.

The report proposes a collaborative project with the London Borough of Redbridge, who is responsible for the maintenance of the Avenue and whose Conservation Area Appraisals indicate the need to perpetuate the landscape feature. Further work is needed to raise public awareness over the plight of the Chestnuts, together with public consultation to initiate a discussion on potential replanting options for existing gaps and likely future tree failures as well as identifying options for financing future management of replacement trees.

Recommendations

Members are asked to approve:

- The joint commission with the London Borough of Redbridge of an Arboricultural Assessment of the Chestnut Avenue, considering options for the future management and possible replacement of the Avenue;
- Public consultation, alongside similar engagement on the Jubilee London Plane Avenue, on preferred options for the future management of the Chestnut Avenue.
- The investigation of sustainable financing options for the long-term management of the Chestnut avenue.

Main Report

Background

1. Land at Woodford Green was acquired by the City of London Corporation on 1 May 1882 and has been held in trust as part of Epping Forest. On acquisition the 39.5 acres (16ha) of greenspace were surrounded by open fields, which were subsequently subject to late Victorian and Edwardian residential development.
2. A distinctive landscape feature bordering and crossing Woodford Green is a network of tree avenues with two main north-south running tree avenues:
 - a. Woodford Green Chestnut Avenue – a 1.9km avenue of 191 remaining Horse Chestnut Trees (*Aesculus hippocastanum*) stretching between the Burlington Place junction with the High Road in the north to the Broomhill Walk A119/A104 junction to the south to Woodford Green.
 - b. The Jubilee Avenue – known locally as the ‘Churchill Avenue’ an avenue of 89 remaining London Plane (*Platanus acerifolia*) and hybrid Poplar (*Populus spp*) and running between the Broadmead Road (A1009) to the north and High Road (A1199) to the south.
3. Tree avenue planting has been a significant feature of British rural and urban landscapes. Avenues were first planted in the 16th century to provide shaded walks close to large houses. By the 17th century, more ambitious schemes crossing parks or forming an approach to a feature or vista became more common. Charles Bridgeman’s 1720 lime avenue at Stowe Landscape Park and more locally George London’s 1710 avenues at Wanstead Park are the culmination of the avenue planting fashion. Tree avenues remained a popular feature until the mid-nineteenth century, enjoying a brief revival in late Victorian period civic schemes to celebrate the Monarch’s jubilees and avenues of honour linked to military campaigns.
4. The second Superintendent of Epping Forest Lt Col Alexander Mackenzie acknowledged in contemporaneous correspondence in 1886 that proposals for tree avenue planting at Woodford Green originated from ‘influential petitions from the residents of Woodford’. The precise date of the Chestnut avenue planting is unclear from the City Corporation’s records, with various external sources placing the date between the ‘turn of the century’ to between the 1930-1940s. The 1912 Ordnance Survey map for Woodford Green clearly shows the planted avenue in place, which indicates a planting date prior to map survey (Appendix 1). The Avenue may well mark the coronation of Edward VII in 1902, though this possibility will require additional research.
5. The 191 Chestnut tree avenue was first planted by the Urban District Council, a forerunner to the current London Borough of Redbridge. The London Borough of Redbridge continues to manage the safety, maintenance and replacement of the existing Chestnut Avenue.

6. The Chestnut Avenue stretches for 1.9 km between the Woodford Green and Woodford Wells Conservation Areas jointly established in 1970 by the London Boroughs of Redbridge and Waltham Forest. The balance of the Avenue planting reflects the nature of the City Corporation's landholding which is largely to the east of Woodford High Road. Some 118 trees are planted to the east, while just 73 trees are planted to the west.
7. The Conservation Area Enhancement Scheme adopted on 22nd April 1993 states that 'The Horse Chestnut Avenues of Woodford Green and Woodford Wells form a significant townscape element of the High Road and the Conservations Areas (*Woodford Green and Woodford Wells both designated in 1970*). The avenues were created early this century and some investigation would be required to determine the best management policy to maintain and continue the consistency of the treescape of the avenues in the future'.
8. The London Borough of Redbridge 2007 publication 'Woodford Green and Woodford Wells Conservation Areas – A Special Character Appraisal' clearly acknowledges on page 29 at 3.5.3 The Lower Green that 'The Council (the Woodford Urban District Council at that time) planted these chestnuts in the early twentieth century on behalf of local residents on Epping Forest land. The chestnuts are now coming to the end of their lives'.

Current Position

9. Horse Chestnut is not native but is now considered to be a naturalised British tree species and should enjoy a lifespan of up to 350 years. Currently, after an estimated 110 years of growth, the original 191 Chestnut tree planting scheme, has been reduced to 123 (64%) trees planted at 32-foot (10 metre) intervals. Some 25 (13%) lost trees have been replaced by new plantings and are aged between 10 and 20 years old which are planted off-centre to avoid the original tree stump. These young trees are struggling to establish in the shade of the mature trees. A small number of missing trees – 3 (2%) - have been replaced by the natural regeneration of oak and sycamore.
10. Some 40 (21%) trees are missing and under current policy and practice by the London Borough of Redbridge, the owners of the trees, there are no proposals for their replacement. If this practice continues the future of the avenue as a distinctive landscape feature and important aspect of the Woodford Green and Woodford Wells Conservation Area will decline. A review of the options for financing the establishment and maintenance of future avenue trees needs to form part of future development proposals
11. Horse Chestnuts are generally considered to cope well when planted in the urban context and are usually relatively unaffected by urban levels of air pollution and compaction from the proximity of pavements and the High Road. However, the Chestnuts at Woodford Green are now under additional pressure from a non-native moth and a new bacterial tree disease.
12. The Horse chestnut leaf miner moth (*Cameraria ohridella*) is an Invasive Non-Native Species (INNS) insect pest which lives in horse chestnut trees. Horse chestnut leaf miner was first observed in Macedonia, in northern Greece, in

1985, and was described as a new species in 1986. In 1989, it appeared unexpectedly in Austria, and since then it has spread throughout central and eastern Europe. It was first found in Great Britain in 2002, in the London Borough of Wimbledon. The moth's caterpillars 'mine' or burrow through the Chestnut's leaf cells removing on average 50% of each leaf's photosynthetic capacity leaving brown blotches. Research has indicated that although leaf capacity is seriously reduced, leading to early browning of leaves in August and September, overall ring growth and therefore overall tree health is not affected. However, the long-term impact of this defoliation may make the trees more prone to other pests and diseases.

13. Bleeding canker is a new disease that affects Horse Chestnut trees. The disease was first reported in Britain in the 1970s, although it was recognised in the USA much earlier in the 1930s. Pre-2000, symptoms of the disease were associated with two *Phytophthora* pathogens. The causal agent is now most often due to a bacterial pathogen, *Pseudomonas syringae* pv *aesculi*, and only very occasionally caused by *Phytophthora*. Today, the incidence of the disease within the UK has increased dramatically. In 2000, only four cases were reported, but this rose to more than 110 reports in 2006 and survey results show that in 2007 around half the horse chestnut trees in Britain showed some degree of symptoms. Several existing Horse Chestnut trees within the Avenue exhibit poor health which may be attributed to bleeding canker disease.
14. Surveys and research by the Forestry Commission reveal that where owners have replaced mature diseased trees with young horse chestnuts, some of the replanted trees have shown signs of infection within a few years. The Forestry Commission therefore does not recommend replanting with the same species.
15. Based on some small-scale surveys, both white (*Aesculus hippocastanum*) and red horse chestnuts (*Aeculus x carnea*) seem similarly affected by the disease. Japanese Horse Chestnut (*Ausculus turbinata*) can also develop the disease, but the Indian or Himalayan Horse Chestnut (*Aesculus indica*) may not be susceptible to the UK strain of bleeding canker disease.

Proposals

16. Four management options are outlined in this report:

Option 1: No action.

Option 2: Support the London Borough of Redbridge's policy of not replanting the Horse Chestnut avenue where individual trees fail.

Option 3: Undertake the planting of avenue gaps with replacement Horse Chestnuts at Local Risk expense

Option 3 - Commission an Arboricultural Assessment in partnership with the London Borough of Redbridge to explore practical alternatives to perpetuate the landscape feature prior to public consultation.

17. **Option 1 No Action** – Given the visual importance of the Chestnut Avenue and the London Borough of Redbridge obligations under the Health and Safety at Works Act, together with the City Corporation’s potential Occupiers Liability responsibilities this option is unrealistic. **The option is not recommended.**
18. **Option 2 Support the London Borough of Redbridge’s no replacement planting policy** – This approach does not address the long-term survival of an avenue planting in line with the Conservation Area appraisal. **The option is not recommended.**
19. **Options 3 Replacement of lost trees with Horse Chestnut.** Given the Forestry Commission’s concern that replacement plantings can be infected by Bleeding Canker disease, this option is unlikely to be viable in the longer term. **This option is not recommended.**
20. **Option4 Arboricultural Assessment** -Given the marked decline in the Horse Chestnut Avenue at a relatively early stage in in the tree’s expected lifespan, together with the advent of a new disease that has already lead to the felling of trees in the Avenue a new approach to perpetuating the Avenue is required. This is additionally required as felled trees are no longer being replaced by the avenue tree’s owner. An Arboricultural Assessment would inform your Committee of the potential available options in managing the Avenue both in the short and long-term and will aid assessment of how future management will be funded. Following discussion by your Committee, the Assessment would also provide a suitable basis for public consultation. **This Option is recommended.**

Proposals

21. Because of the dominance of the Site of Special Scientific Interest and the Special Area of Conservation which favours the natural regeneration of native species Epping Forest does not have a species-based tree planting policy. However, where specific planting initiatives have been made at Gaunt Wood, the Trafalgar planting and most recently Gifford’s Wood, have been selected from the traditional Epping Forest ‘palette’ of Oak, Beech and Hornbeam. Beech is increasingly less favoured in new plantings over its concerns regarding climate change adaptation.
22. The Arboricultural Assessment will also need some careful thought to the aesthetics of Avenue design as canopy form and height relative to avenue width and length can determine the success of an avenue. The current harmonious relationship between tree height and road width across the Chestnut Avenue is a positive landscape attribute.
23. Horse Chestnut as the existing main avenue tree species in the Woodford Green and Woodford Wells Conservation Areas may now need to be reconsidered because of its disease susceptibility. The selection of a new avenue Chestnut variety or tree species for the ‘Chestnut’ Avenue may in due course influence the species chosen to replace the remaining avenue trees within the Conservation area. Potential species appropriate for the location and which fit Epping Forest’s native woodland conservation perspective would include:

- a. English Oak (*Quercus robur*)
- b. Hornbeam (*Carpinus betulus*)
- c. Common Lime (*Tilia europaea*)

Corporate & Strategic Implications

24. **Legal** – The Epping Forest Act 1878 under section 33(1)(i) provides the City Corporation with powers ‘To fell, cut, lop and manage in due course the timber and other trees, pollards and underwoods, and to sell and dispose of the timber cuttings and loppings, and to receive the proceeds, and to plant trees and shrubs for shelter or ornament’. In exercising powers in relation to planting the Conservators shall not do anything that would materially take away or hinder the exercise of rights of common (sub-section (2))
25. The avenue is within the Woodford Green and Woodford Wells Conservation Areas. Conservation Areas are areas of special architectural or historic interest, designated under the Planning (Listed Buildings & Conservation Areas) Act 1990, the character or appearance of which it is desirable to preserve or enhance. Consequently, tree management is subject to oversight by the London Borough of Redbridge as the Local Planning Authority, with six weeks prior notice required to be given to the Council of the proposed felling and other tree works. This enables the Local Planning Authority to decide if any of the trees should be made subject to a Tree Preservation Order. Those carrying out works to trees should ensure they do not contravene laws protecting wildlife and must have a regard to statutory obligations concerning protected species.
26. **Financial** – The cost of replanting the Chestnut Avenue is estimated at a minimum of £40,000 spread over ten or more years. There is a considerable potential to secure local sponsorship of the planted trees however funding the future management of new planted trees needs to be reviewed and options developed as it is likely the London Borough of Redbridge will not take on custodianship or the replacement trees.
27. **Communications:** Previous works at Woodford Green have attracted significant public comment and concern, as has the removal of Chestnut Avenues elsewhere in London. Prior to any works commencing extensive liaison with local stakeholders, including the local planning authority, should be undertaken to identify and address issues of concern.

Conclusion

28. Almost 40% of the existing 110-year old Chestnut Plantings within the Woodford High Road Avenue have been lost. A further number of trees are not in good health and are liable to succumb to a combination of stress pressures on urban street trees and Bleeding Canker of Horse Chestnut Disease. With previous young plantings likely to be overtaken by Bleeding Canker Disease and the current approach by the London Borough of Redbridge not to replace avenue trees, while the long-term future of the much-loved feature cannot be perpetuated.,

29. A well-informed approach to replacing the avenue is needed to recognise the value to both Epping Forest and the Woodford Green and Woodford Wells Conservation Areas. There is little public awareness of the current plight of the Avenue and sensitive public consultation will be required to explore new planting options for the remainder of the century.

Appendices

- Appendix 1 - 1912 Ordnance Survey Map of Woodford Green showing the newly planted avenue.
- Appendix 2 – Map of the Woodford Green Tree Avenue location

Background Papers

Price, Colin (2009), Epping Forest Avenues Report

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OS map 1912

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Woodford Green: Tree Avenues

Aerial Photography
2013

- Red: Band_1
- Green: Band_2
- Blue: Band_3

Created By:
Geoff Sinclair

Date Created
30 May 2018

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Metres

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Committee(s):	Date(s):
Epping Forest Consultative Epping Forest and Commons	13 06 2018 09 07 2018
Subject: Epping Forest Play Policy (SEF 31/18)	Public
Report of: Director of Open Spaces and Heritage	For Decision
Report Author: Jacqueline Eggleston - Head of Visitor Services	

Summary

Epping Forest provides valued green spaces for a range of communities often replacing local authority open space provision. Consequently, requests for formal open space facilities such as play areas on Epping Forest land to service these local communities are not infrequent. This report considers the relevant statutory provisions and presents a Play Policy for Epping Forest for your approval which sets out the position that the Conservators will adopt in relation to future requests of this nature.

Recommendation(s)

Members are asked to support:

- approval of the Play in Epping Forest Policy Statement attached as Appendix 1.

Main Report

Background

1. Epping Forest provides valued green space for many communities both within the Forest and adjacent to its boundaries. Some 1,055 acres of Waltham Forest's entire open space is provided by Epping Forest, while Epping Forest provides some 830 acres of Redbridge open space. Adjacent local authorities such as Newham which have a high level of open space deprivation also rely heavily on Epping Forest open space provision in the south of the Forest.
2. In some areas Epping Forest provides the only open space for some distance with a corresponding absence of local authority open space. This absence of local authority open space often coincides with a deficit of formal play facilities in these areas. Epping Forest land can therefore be seen as the logical location for a play area provision by local proponents of such a facility.
3. Significant adventurous play equipment has been part of Epping Forest's role as an inland leisure resort prior to the Epping Forest Acts, including the 'Razzle Dazzle' Aerial ropeway on Chingford Plain. Children's play equipment has also

been a feature of catering 'Retreats' on and adjacent to Forest Land since the inception of the Epping Forest Acts 1878 & 1880. In the past your committee has approved the siting of formal or more naturalistic play areas on Epping Forest land in conjunction with the local authority which funded and continues to maintain the facility. These are:

- 3.1 Dames Road licensed to the London Borough of Waltham Forest (1985)
 - 3.2 Lords Bushes licensed to Buckhurst Hill Parish Council (2001)
 - 3.3 Leyton Flats licensed to the London Borough of Waltham Forest (2015)
4. Notwithstanding these exceptions the Conservators have made a general presumption against formal built play facilities and the majority of such requests have been refused.
5. Three play areas are currently being campaigned for on Forest Land and there are other proposals which may be submitted soon.
- 5.1 Memorial Green, Wanstead
 - 5.2 Wanstead Park
 - 5.3 Woodford Green

Current Position

6. The most relevant statutory provisions in respect of play facilities in Epping Forest are as follows:
- 6.1 Section 7(1) of the Epping Forest Act 1878 states that "Subject to the provisions of this Act, the Conservators shall at all times keep Epping Forest unenclosed and unbuilt on, as an open space for the recreation and enjoyment of the public..."
 - 6.2 Section 7(3) of the Epping Forest Act 1878 states that "The Conservators shall at all times as far as possible preserve the natural aspect of the Forest..."
 - 6.3 Section 33(1) (vi) of the Epping Forest Act 1878 gives the Conservators the power "To acquire or erect buildings ...in their judgment necessary or convenient for recreation or refreshment..."
 - 6.4 Section 33(1)(xiii) of the Epping Forest Act 1878 allows the Conservators "To set apart...such parts as they think fit, for the use of the inhabitants to play at cricket and other sports, and to lay out, form, and maintain cricket grounds and grounds for other sports..."
 - 6.5 Section 76(1)(b) of the Public Health Acts Amendment Act 1907 allows the Conservators "To set apart any such part of the park or ground...for the purpose of cricket, football, or any other game or recreation, and to exclude the public from the part set apart while it is in actual use for that purpose."
 - 6.6 Section 76(1)(c) of the Public Health Acts Amendment Act 1907 also allows the Conservators "To provide any apparatus for games and recreations, and charge for the use thereof, or let the right of providing any such apparatus for any term not exceeding three years to any person."

- 6.7 Section 8(2) of the City of London (Various Powers) Act 1977 also provides that “Subject to the functions and obligations of the Conservators under the Act of 1878, including in particular their obligation to preserve the natural aspect of Epping Forest, the Conservators may, for the purpose of providing or improving opportunities for the enjoyment of the Forest by the public and in the interests of persons resorting to the Forest, provide such facilities, services and works as may appear to them to be necessary or expedient, including meals and refreshments, parking places for vehicles, shelters and lavatory accommodation.”
7. The Play Policy attached as Appendix 1 sets out a position on play in Epping Forest which is designed to best reflect the position outlined in the legislation. It advocates the importance of play but suggests that play can be achieved through the natural landscape in preference to formal structured play facilities.
 8. Given the frequency of requests for play facilities in the past and the number currently being discussed, a formal position is needed to ensure that the natural aspect of the Forest is protected from unsympathetic and disproportionate play developments.
 9. The Policy states that Epping Forest will not consider applications for formal built play facilities in anything other than the most exceptional circumstances and conforming to a range of defined requirements.
 10. The Policy also shows how Epping Forest division will seek to promote other play opportunities within the Forest.

Options

11. Your Committee can consider three options:
 - 11.1 **Option 1** – To approve the Epping Forest Play Policy as attached at Appendix 1. This will provide a clear position to inform potential applications for play facilities in Epping Forest. **This is recommended**
 - 11.2 **Option 2** – To approve the Epping Forest Play Policy as attached but with amendments specified by your committee.
 - 11.3 **Option 3** – Not to approve the Epping Forest Play Policy as presented in Appendices 1. This will leave the position on play facilities in Epping Forest unclear and open to unnecessary discussion and disappointment in cases where the facility will be rejected. **This is not recommended**

Proposals

12. The Play Policy states that there is a general presumption against built formal play facilities in Epping Forest with a view that in most cases they will detract from the preservation of the ‘natural aspect’ and as such are not generally granted permission.
13. In rare circumstances an exception may be made, and the policy defines the minimum criteria a request must meet before being considered by your committee.
14. The policy also makes commitments to increase promotion of other natural play opportunities in the Forest.

Corporate & Strategic Implications

15. The Epping Forest Play Policy will help deliver one of the aims of the Corporate Plan 2018 – 2023, to:

Contribute to a flourishing society.

- a) People are safe and feel safe
- b) People enjoy good health and wellbeing
- c) Communities are cohesive and have the facilities they need

16. The Policy will also deliver the Open Spaces Departmental Business Plan top line objectives:

- a) Open spaces and historic sites are thriving and accessible.
- b) Spaces enrich people's lives.
- c) Business practices are responsible and sustainable.

Financial

- 17. Commitments to promote play opportunities through website and publications can be met within existing budgets.
- 18. Further play promotion will be subject to obtaining funding or through work in partnership.
- 19. Built play facilities must be funded and maintained by the local authority at no cost to the City Corporation.

Environmental

- 20. Built formal play facilities will not be permitted other than in exceptional circumstances. Permission will only be granted once all statutory permissions are obtained and will only be considered in circumstances where the natural aspect is preserved.

Legal

- 21. Contained within the body of the report.

Reputational

- 22. The careful assessment of play facility requests through a clear and consistent policy approach should ensure fairness and equality of access.
- 23. A clear policy approach reduces the risk of adverse publicity as applications can be rejected at the earliest stage.

Property

- 24. Any licence to provide formal play facilities will include provision for the termination of the agreement and for all costs including reinstatement to be met by the local authority.

Conclusion

- 25. The City Corporation Epping Forest occasionally receives applications to site play equipment in the Forest. This policy framework creates a fair and transparent system for assessing these applications and establishes a guiding

principle that play equipment is not permitted other than in rare and exceptional circumstances.

Appendices

Appendix 1 – Epping Forest Play Policy

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Play in Epping Forest Policy Statement

Issue No.	4
Date	25 June 2018
Review date	
Author	Paul Thomson
Approved by	EF & CC

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Document Control Sheet: Revisions

Version	Page/Para no.	Change made	Approved
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DRAFT

Aims

1. This policy statement provides guidance for applicants for purpose-built play facilities on Epping Forest land and guiding principles for the promotion of play in Epping Forest.

Background

2. The right to play is set out in Article 31 of the United Nations Convention on the Rights of the Child, ratified by the UK Government in December 1991, and in the UK five outcomes for all children's services defined in Every Child Matters: being healthy, staying safe, enjoying and achieving, making a positive contribution, and achieving economic well-being.
3. Research shows that play has many benefits for children, families and the wider community, as well as improving health and quality of life. Recent research suggests that children's access to good play provision can:
 - increase their self-awareness, self-esteem, and self-respect
 - improve and maintain their physical and mental health
 - give them the opportunity to mix with other children
 - allow them to increase their confidence through developing new skills
 - promote their imagination, independence and creativity
 - offer opportunities for children of all abilities and backgrounds to play together
 - provide opportunities for developing social skills and learning
 - build resilience through risk taking and challenge, problem solving, and dealing with new and novel situations
 - provide opportunities to learn about their environment and the wider community.
 - Providing play in an environment that, is safe, stimulating and provides access to nature can help a child to develop, encourages healthy lifestyles, prevents health problems such as obesity and contributes to mental wellbeing.ⁱ
4. The Mayor of London's London Plan shapes a London wide approach to play: The Mayor and appropriate organisations should ensure that all children and young people should have safe access to good quality, well-designed, secure and stimulating play and informal recreation provision, incorporating trees and greenery wherever possible. ⁱⁱ
5. The City of London Corporation Open Spaces department recognises its role in contributing to spaces for play in London and provides children's play equipment at its formal parks at Highgate Wood; Queens Park and West Ham Park, in addition to the Parliament Hill Playground at Hampstead Heath.

Policy Statement

6. The City Corporation as the Conservators of Epping Forest have responsibilities to maintain the Forest as an open space for the recreation and enjoyment of the public and has the power to provide facilities and apparatus for games and recreations, while maintaining the natural aspect of the Forest. In addition, around two thirds of the Forest is designated as SSSI and SAC which provides further protection for the unspoilt, unbuilt on nature of the Forest.
7. Epping Forest provides a vital green space for at least a dozen small towns and parishes that it borders. In some cases it is the only nearby open space and as such can be seen as the logical location for formal play equipment by local proponents of such a facility.
8. Such formal play equipment is seen as an urban intrusion on the 'natural aspect' of the Forest and as such there is a general presumption against such provision.
9. In Epping Forest we encourage children to play and explore this wild space on their doorstep and to use the natural landscape as an ever changing and stimulating play space in preference to formal structured play facilities.
10. The City of London Open Spaces Department seeks to create inclusive play opportunities which inspire children to connect with green spaces. Epping Forest supports the following Play Outcomes:
 - Children are free to play, explore, be imaginative and take part in fun and enjoyable experiences
 - Children feel safe, confident and empowered to learn
 - Children begin to connect with green spaces
11. To help children and adults engage with the natural play opportunities provided throughout Epping Forest we will:
 - Leave suitable branches and logs in the Forest after lopping to provide material for den building, provided fire risk is low.
 - Provide fallen trees in suitable locations for climbing
 - Provide articles and information on our website and publications suggesting ideas for play in the Forest such as; den building, climbing, finding and collecting, making stories, playing with texture (sand, bark, mossy places), paddling in streams, making natural collages etc.
 - Support local authority and other partners with provision of playworkers and similar opportunities (such as Epping Forest District Council's Play in the Forest scheme).

- Develop informal play trails and seek funding for play opportunities through the Open Spaces learning team and other partners.

Scope

12. Formal play provision remains the duty of the local authority and the City Corporation in Epping Forest does not have a duty to provide land for this. In most cases such formal provision will detract from the preservation of the natural aspect and as such is not generally permitted.
13. In some rare instances the Epping Forest and Commons Committee has specifically consented to children's play areas in the past. These permissions have been given as an exception to the general presumption against built play facilities based on consideration of their individual merits. In all instances the full installation and maintenance costs are met by the local authority.
14. All applications for built play facilities on Forest land will be considered on their individual merits however the City Corporation's Epping Forest and Commons Committee will continue to presume against applications for formal built play facilities. Any exception to this general presumption against built play facilities can only be determined once the following considerations have been evaluated:
 - Suitability of location in terms of the aesthetic protection of the natural aspect
 - Impact on the SSSI, biodiversity or general conservation aims in the location
 - Proven absence of suitable nearby local authority open space capable of hosting constructed children's play
 - Design, ambition and scale of the proposed facility. A preference will be for a facility to be of sufficient scale to meet current and future needs and therefore warrant the need for the use of Forest land.
 - Latent demand identified in the relevant Local Plan; Neighbourhood Plan or Local Authority Open Spaces or Play Strategies.
 - Public consultation has been completed with the local community
 - Proof of sufficient local authority or local community capital funding to meet the full costs of constructing a built natural play facility
 - Agreement of Heads of Terms for a licence to occupy Forest land with the local authority which addresses the funding, insurance; inspection; litter clearance; equipment maintenance and scheduled replacement of play equipment and play surfaces and process and timescale for decommissioning, not usually beyond 10 years.
 - The relevant consents have been secured under
 - the General Permitted Development Order;
 - Town & Country Planning Acts

- consent regimes associated with Site of Special Scientific Interest status (where relevant).
 - consent regimes associated with Registered Parks and Gardens (where relevant)
 - consent regimes associated with Conservation Area status (where relevant).
15. Further to these requirements the only play equipment that may be considered will be 'natural play' facilities in keeping with and landscaped according to the surroundings.
16. It is not anticipated that further exceptions will be made in the Forest other than where there is an existing built footprint or within the curtilage of such
-

ⁱ Play England

ⁱⁱ Supplementary Planning Guidance 3.6

Committee(s)	Dated:
Epping Forest Consultative Epping Forest and Commons	13 06 2018 09 07 2018
Subject: Proposal for a play area at Wanstead Park (SEF 30/18)	Public
Report of: Director of Open Spaces and Heritage	For Decision
Report author: Jacqueline Eggleston, Head of Visitor Services, Geoff Sinclair, Head of Operations	

Summary

This report presents the exceptional case for the construction of a natural play area on Forest Land at Wanstead Park. Local authority play policy has previously identified a lack of play provision in the Ward, together with a paucity of suitable Local Authority Public Open Space on which a play facility could be sited. The formal parkland setting of Wanstead Park could also be considered more appropriate to the setting of a children's play area.

The play area would be funded and maintained by the London Borough of Redbridge under a licence agreement. The play area would complement proposals for an improved visitor offer around The Temple and meet long standing community desires for a play area in the vicinity.

Your committee is requested to offer in principle support for the proposal so that funding and planning permission can be sought.

Recommendation(s)

Members are asked to approve:

- Officers and local stakeholders prepare a detailed proposal for a play area at Wanstead Park for full consideration at a later stage.

Main Report

Background

1. The City Corporation as the Conservators of Epping Forest have responsibilities to maintain the Forest as an open space for the recreation and enjoyment of the public and have the power to provide facilities and apparatus for games and recreations, while preserving as far as possible the natural aspect of the Forest.

2. The City Corporation's policy position on children's play at Epping Forest remains that children's play is best achieved through a strong engagement with the natural world through climbing on fallen trees, building shelters; jumping in brooks and puddles and engaging with the Forest's wealth of wildlife.
3. The City Corporation at Epping Forest will not seek to substitute for the Local Authority responsibility to provide formal play equipment, which is felt to generally be an urban intrusion upon the 'natural aspect' of the Forest.
4. Your committee is being presented with a proposed Policy for Play in Epping Forest at this meeting. The Policy proposes that The City Corporation will not consider further built play facilities on Epping Forest other than in exceptional circumstances.
5. Under the guidelines of the Play in Epping Forest Policy Statement the current proposals for a play facility in Wanstead Park meet sufficient requirements to warrant consideration as an exception to the general presumption against built play facilities.
 - There is a proven absence of suitable nearby local authority open space capable of hosting constructed children's play.
 - There has been a public undertaking that the capital, insurance, maintenance and inspection costs will be met by the community and/or the London Borough of Redbridge.
 - The proposed location has been suggested as not detracting from the natural aspect given it is adjacent to the curtilage of the built footprint and its screening from wider sightlines.
 - There is not deemed to be an impact on the conservation aims for Wanstead Park.
 - Consultation on the Wanstead Parklands Plan resulted in clear support for children's play facilities as part of the parkland.
 - The relevant consents can be obtained once your committee has given approval to progress with the proposals
6. In 2003, the City Corporation was approached by the Aldersbrook Families Association and the London Borough of Redbridge to host a play area on Wanstead Flats. A public consultation on the proposals was held where initial community support was positive. However, residents close to the proposed site raised concerns over potential anti-social behaviour in proximity to residential properties and road safety for children crossing Aldersbrook Road to reach the site. In 2005 the Epping Forest and Commons Committee chose not to approve the proposal to host the play area.
7. The Aldersbrook area was identified in the London Borough of Redbridge's Play Strategy for 2007-2012 as an area deficient in play provision. In 2015 local parents established The Aldersbrook Playground Campaign to renew action to improve play provision in the Aldersbrook area. Initial discussions between the campaign group and the City Corporation led to the establishment of simple log 'play' structures linked to seating improvements at the tea hut by the Heronry Pond in 2017.
8. On 22 November 2017 John Cryer MP organised a summit to discuss the development of Wanstead Park, with reference to the preparation of a long-term Parkland Plan currently being undertaken by the City Corporation. An important

aspect of the forthcoming plan will be proposals to develop the income generation opportunities in the park to help fund future management.

9. One possible income generation proposal is to develop a visitor hub at The Temple with a much-enhanced catering offer, such as along the lines of Butlers Retreat at the Queen Elizabeth Hunting Lodge, Chingford. A play area of some form is proposed in the draft Parkland Plan as part of this Temple visitor hub.
10. The Parkland Plan is nearing completion and the proposals are to be considered by this Committee. However, it was proposed at the Wanstead Park Summit that the City Corporation might seek to find a way where it might be possible to bring forward the establishment of a play area at Wanstead Park, and potentially a 'pop up' cafe.
11. The Head of Visitor Services, the Head of Operations at Epping Forest and a Southern Verderer met with representatives of the London Borough of Redbridge's Vision Trust and the Aldersbrook Playground Campaign on 8th February 2018. The meeting was organised to establish whether there was a possible play space location that met the various stakeholders needs. A possible location in the Temple area was identified and is described in Appendix 1.
12. This report presents an outline proposal to host a play area at Wanstead Park with a request to the Conservators of Epping Forest for their initial consent to progress more detailed planning and development actions. Detailed proposals would subsequently be presented to the Conservators for their consideration for full consent.

Current Position

13. The playground design company 'Infinite Playgrounds' were engaged by the Aldersbrook Playground Campaign to prepare outline play space proposals appropriate to the location and heritage of Wanstead Park (Appendix 2).
14. The proposal uses largely natural materials to create distinct zones with a variety of stimulating challenges to create opportunities for children to develop physical, social and emotional skills through exploration and interaction. The intention is for the layout to integrate with the wider park and seeks to encourage users to move into the park and the 'informal' play opportunities that it provides. The heritage of the park can also be referenced with an example given of carvings of animals that once occupied the Menagerie Garden in the Temple.
15. Overall, the full outline proposal in Appendix 2 would cost around £120,000. The 'zoned' nature allows for the phased development of the proposal starting at a value of £60,000. The Playground Campaign are now able to quantify the fundraising challenge and has committed to undertake this task.
16. The Leader of the London Borough of Redbridge (LBR) Cllr Jas Athwal, has stated that the local authority would pay for the insurance, inspection and maintenance of a play area should it be built. The nature and scope of any agreement with the LBR for the ongoing maintenance and management of the play area would be based on existing play equipment licences to help develop the framework of any potential agreement.

17. The possibility of establishing an interim catering proposal, such as a 'Pop up' café in the Temple vicinity, has been identified in the Parkland Plan development process as one possible way to assess the business case for an enhanced catering offer in the Park. Should a play space be hosted at the Temple there is an opportunity for the City Corporation to establish a seasonal or permanent pop-up catering facility linked to any play space.

Options

18. Initial activity on the proposal for possible play space at Wanstead Park has described its possible nature and scale, identified a location and obtained the 'in principle' agreement from the LBR to maintain and manage the play space should it be established.
19. In requesting initial consent to progress the possible hosting of a play space at Wanstead Park there are two possible options for the Conservators to consider:

- a. To agree to officers and stakeholders undertaking the work to prepare a play space proposal to submit to your Committee for consideration for full consent.

Progressing this option will not involve the City Corporation in any direct financial expenditure. Officer time will be required to develop legal agreements and to input to the design process.

Additional benefits include developing local working partnerships with the LBR and the possible opportunity to trial additional catering facilities in the park. A successful play space would increase visits by families with young children and help to introduce the next generation to the Park and Epping Forest.

Risks are largely around the maintenance and management of the play space, including its risk management and scheduled replacement or end of life removal and the management of anti-social behaviour. **This option is recommended**

- b. To not agree to giving initial consent to the proposed play space.

This will save in officer time allowing it to focus on alternative priorities but could lead to increased communications issues with local stakeholders including the LBR. The opportunity to pilot a longer-term income development proposal would also be lost.

This option is not recommended

Proposals

20. A proposed design for the play area is attached at Appendix 2. The designs are for a natural play facility in materials and style that complement the surrounding environment.
21. The design allows for a combination of physical and creative play and is suitable for all age groups but especially 3-12 years old.
22. The proposed location for the play area is shown on the plan in Appendix 1.

23. The construction would largely use sustainably sourced Black Locust Robinia timber, which has proved durable in such uses. Surfacing will be required around each play structure and possibly for the wider play space area as well and would be subject to a fuller assessment by the LBR and Vision RCL. Structures such as slides can be orientated to reduce their visual impact to visitors.
24. Officers will support the Aldersbrook Playground Campaign, the London Borough of Redbridge and Vision RCL to:
- a. Undertake public consultation on the proposals with the local community and stakeholder groups;
 - b. Obtain detailed design from the appointed contractors for approval;
 - c. Fundraise to ensure sufficient capital funding to meet the full costs of constructing a built natural play facility;
 - d. Agree Heads of Terms with the London Borough of Redbridge for LBR to occupy the area. Heads of Terms to set out the terms and arrangement for occupation including full details on funding, insurance; inspection; litter clearance; equipment maintenance and scheduled replacement of play equipment and play surfaces and decommissioning at the termination of such an agreement.
 - e. Secure all relevant consents under
 - i. The General Permitted Development Order;
 - ii. Town & Country Planning Acts including Archaeological Protection Zone and Site of Importance for Nature Conservation status;
 - iii. Consent regimes associated with Listed Buildings and Registered Parks and Gardens;
 - iv. Consent regimes associated with Conservation Area status;
 - v. Groundwater Source Protection Zones Licensing.

Corporate & Strategic Implications

25. The right to play is set out in Article 31 of the United Nations Convention on the Rights of the Child, ratified by the UK Government in December 1991, and in the UK five outcomes for all children's services defined in Every Child Matters: being healthy, staying safe, enjoying and achieving, making a positive contribution, and achieving economic well-being.
26. Formal play provision remains the duty of the local authority and the City Corporation in Epping Forest does not have a duty to provide land for this. In most cases such formal provision will detract from the preservation of the natural aspect and as such is not generally permitted. Exceptionally, the Epping Forest and Commons Committee has consented to three children's play areas in the past where a range of criteria has been met and which are presented in the June 2018 report on a policy on play areas.
27. The Wanstead Park Play area will help deliver one of the aims of the Corporate Plan 2018 – 2023, to 'contribute to a flourishing society':
- People are safe and feel safe
 - People enjoy good health and wellbeing
 - Communities are cohesive and have the facilities they need

28. It will also deliver the Open Spaces Departmental Business Plan top line objectives:

- a. Open spaces and historic sites are thriving and accessible.
- b. Spaces enrich people's lives.
- c. Business practices are responsible and sustainable.

Implications

29. **Financial** – The implications for the City Corporation should the recommended action be progressed are principally staff time to develop the legal agreements and input to the design process. There should be no direct financial expenditure for the City Corporation which will be met through the LBR under a Licence agreement.

30. Legal -

The most relevant statutory provisions are as follows:

- a. Section 7(1) of the Epping Forest Act 1878 states that "Subject to the provisions of this Act, the Conservators shall at all times keep Epping Forest unenclosed and unbuilt on, as an open space for the recreation and enjoyment of the public..."
- b. Section 7(3) of the Epping Forest Act 1878 states that "The Conservators shall at all times as far as possible preserve the natural aspect of the Forest..."
- c. Section 33(1) (vi) of the Epping Forest Act 1878 gives the Conservators the power "To acquire or erect buildings ...in their judgment necessary or convenient for recreation or refreshment..."
- d. Section 33(1)(xiii) of the Epping Forest Act 1878 allows the Conservators "To set apart...such parts as they think fit, for the use of the inhabitants to play at cricket and other sports, and to lay out, form, and maintain cricket grounds and grounds for other sports..."
- e. Section 76(1)(b) of the Public Health Acts Amendment Act 1907 allows the Conservators "To set apart any such part of the park or ground...for the purpose of cricket, football, or any other game or recreation, and to exclude the public from the part set apart while it is in actual use for that purpose."
- f. Section 76(1)(c) of the Public Health Acts Amendment Act 1907 also allows the Conservators "To provide any apparatus for games and recreations, and charge for the use thereof, or let the right of providing any such apparatus for any term not exceeding three years to any person."
- g. Section 8(2) of the City of London (Various Powers) Act 1977 also provides that "Subject to the functions and obligations of the Conservators under the Act of 1878, including in particular their obligation to preserve the natural aspect of Epping Forest, the Conservators may, for the purpose of providing or improving opportunities for the enjoyment of the Forest by the public and in the interests of persons resorting to the Forest,

provide such facilities, services and works as may appear to them to be necessary or expedient, including meals and refreshments, parking places for vehicles, shelters and lavatory accommodation.”

31. **Communications** – A campaign by the local community for a play area in the vicinity has been ongoing for over 10 years. This proposal will meet the desires of the community. A public consultation will ensure that all sections of the community are given a chance to express their views on the play area.

Conclusion

32. The London Borough of Redbridge have identified a deficit of play provision in the Wanstead/Aldersbrook area which has been of long standing. There is a lack of local authority owned land suitable for providing play facilities in the locality. Following an unsuccessful proposal for play facilities to be installed on Wanstead Flats in 2005 a natural play area has now been proposed for The Temple area at Wanstead Park.
33. The Local Authority has agreed to the long-term insurance, inspection and maintenance of the facility and a community group has volunteered to fund raise to provide the funding for the capital works.
34. The proposed play area complements potential long-term developments at Wanstead Park that the City Corporation are considering and provides an opportunity to pilot an income generation opportunity in the park.
35. It is proposed that exceptional conditions are in place that would suggest it is appropriate for the City Corporation to consider a play facility be installed at Wanstead Park.

Appendices

- Appendix 1 – Wanstead Park Proposed Play Space Location Details
- Appendix 2 – Wanstead Outline Play Space Proposals

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Appendix 1: Wanstead Park Play Space Location Details

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Geoff Sinclair (04/06/2018)

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Infinite
Playgrounds

WANSTEAD PARK PLAYGROUND DESIGN PROPOSAL

Intellectual property and design
©Infinite Playgrounds



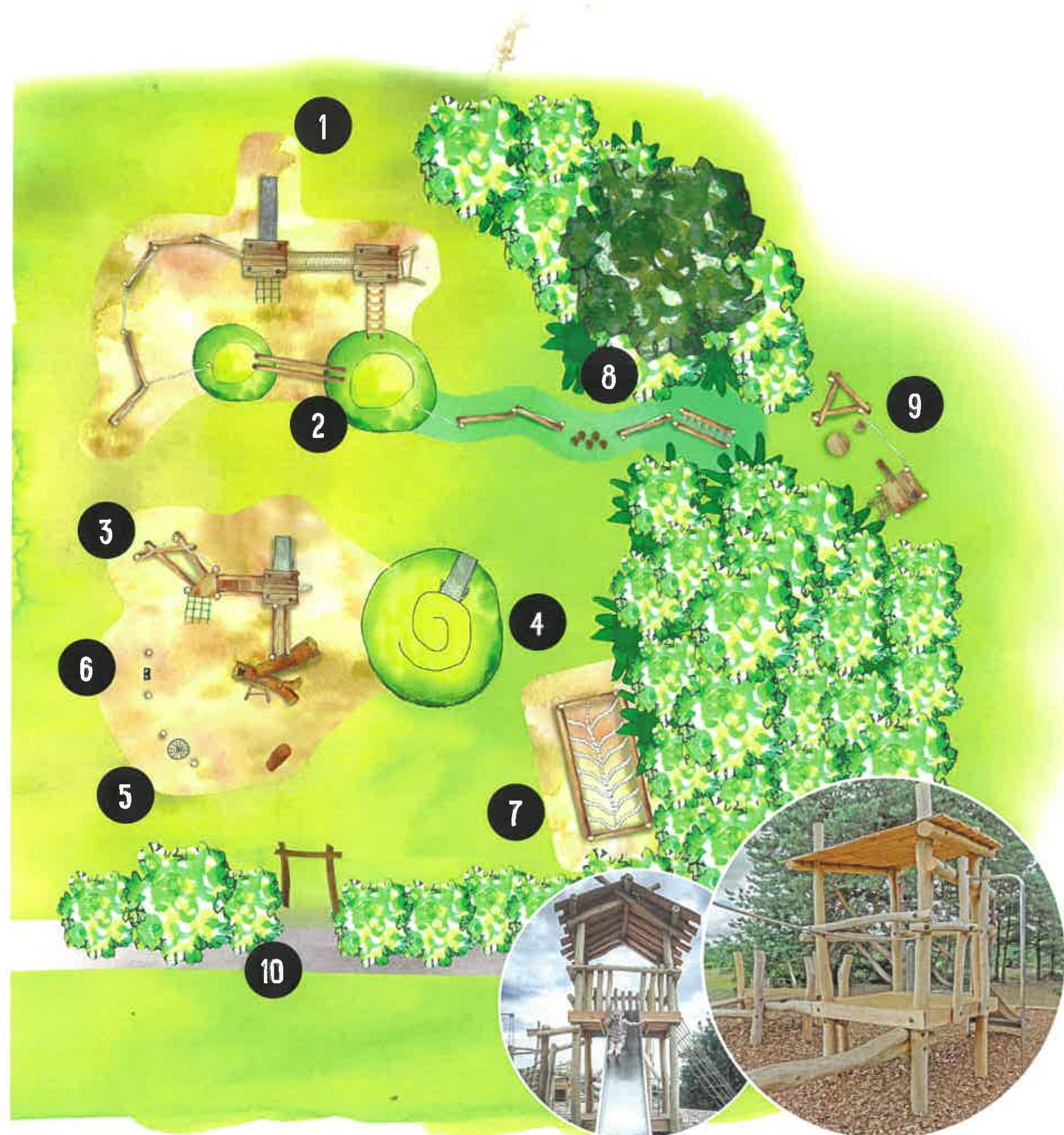
WANSTEAD PARK PLAYGROUND DESIGN PLAN

This plan indicates our approach to the design for your playspace at Wanstead Park.

The design offers distinct zones with a variety of stimulating challenges to create opportunities for children to develop physical, social and emotional skills through exploration and interaction.

We have thought carefully about how children will move and be supervised throughout the space and created exciting routes and links between zones. All elements are designed to be robust and hard wearing while complementing and reflecting the natural environment.

- 1 Natural climbing (for older children)
- 2 Play hills
- 3 Natural climbing (for younger children)
- 4 Spiral play hill with social slide
- 5 Basket swing
- 6 Cradle swing
- 7 Pendulum swing
- 8 Balance trail
- 9 Tree lab
- 10 Entrance archway

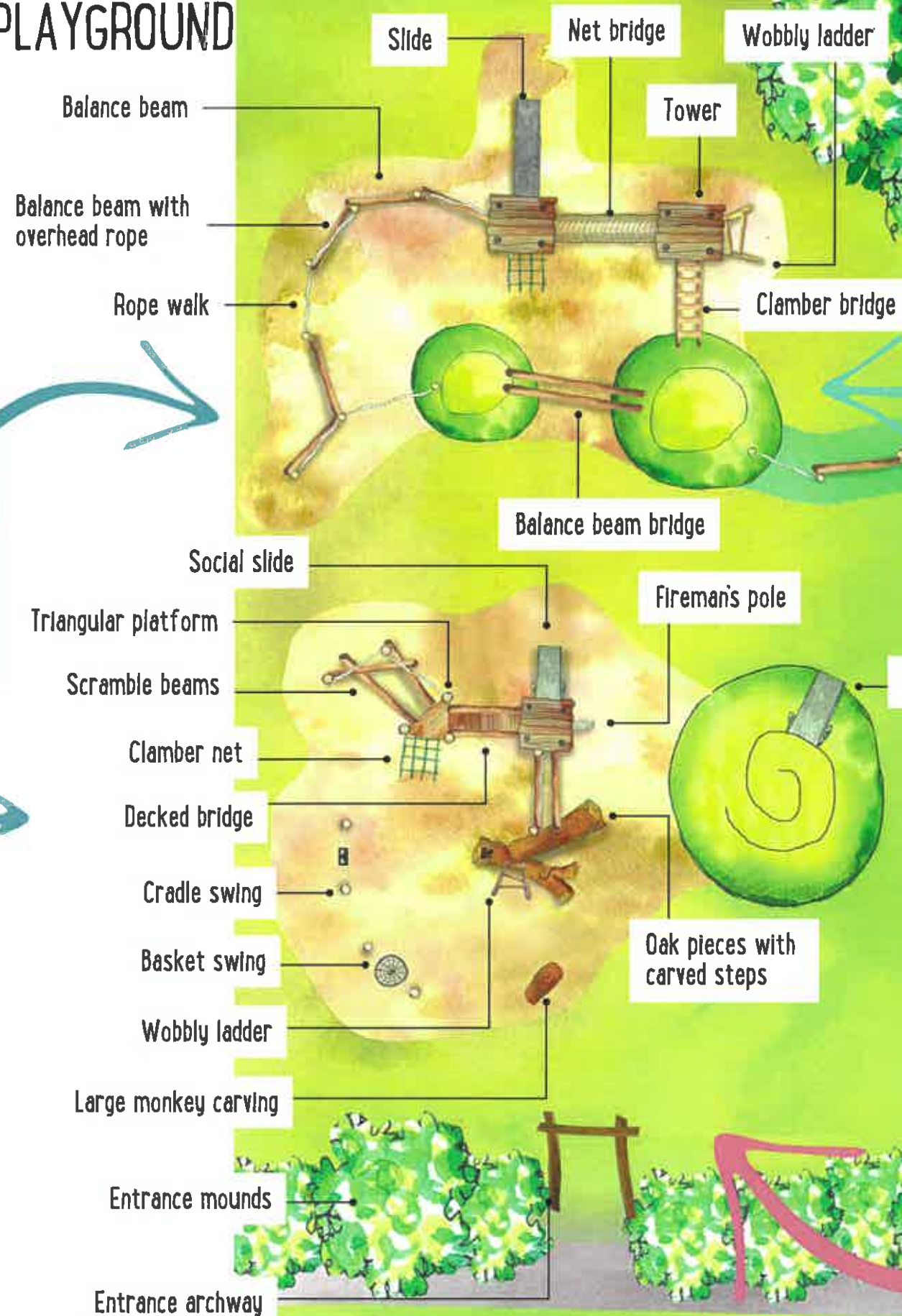


WANSTEAD PARK PLAYGROUND PLAY VALUE

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NATURAL CLIMBING

- Develops balance & coordination
- Improves fitness
- Confidence building
- Core strength
- Problem solving
- Cooperative & social play
- Physical challenge
- Fine & gross motor skills
- Risk management



PLAY HILLS

- Clamber, roll & jump
- Strength building
- Creates different vantage points
- Imaginative play
- Confidence building and exploration

TREE LAB

- Co-operative & social play
- Communication skills
- Creative & open-ended play
- Problem solving

PENDULUM AND BASKET SWING

- Sensory experience
- Social play
- Accessible
- Gross motor skills
- Core strength



NATURAL CLIMBING



Net bridge



Tower with clamber net



Tower with slide

Climbing Structure for Older Children

The natural shapes of robinia trunks and branches will create a unique structure featuring:

- Two raised towers with larch roofs
- A wobbly ladder
- Balance beams
- Clamber net
- Net bridge
- Rope walk
- Stainless steel slide
- Play hills with clamber bridge

The structure will be raised up to 1.8m high and will include a mix of height and difficulty to suit the older age group. Natural climbing fosters motor skill development, co-operation, problem-solving, physical challenge and risk management.

We build with robinia which is a hard wood and has been responsibly sourced.

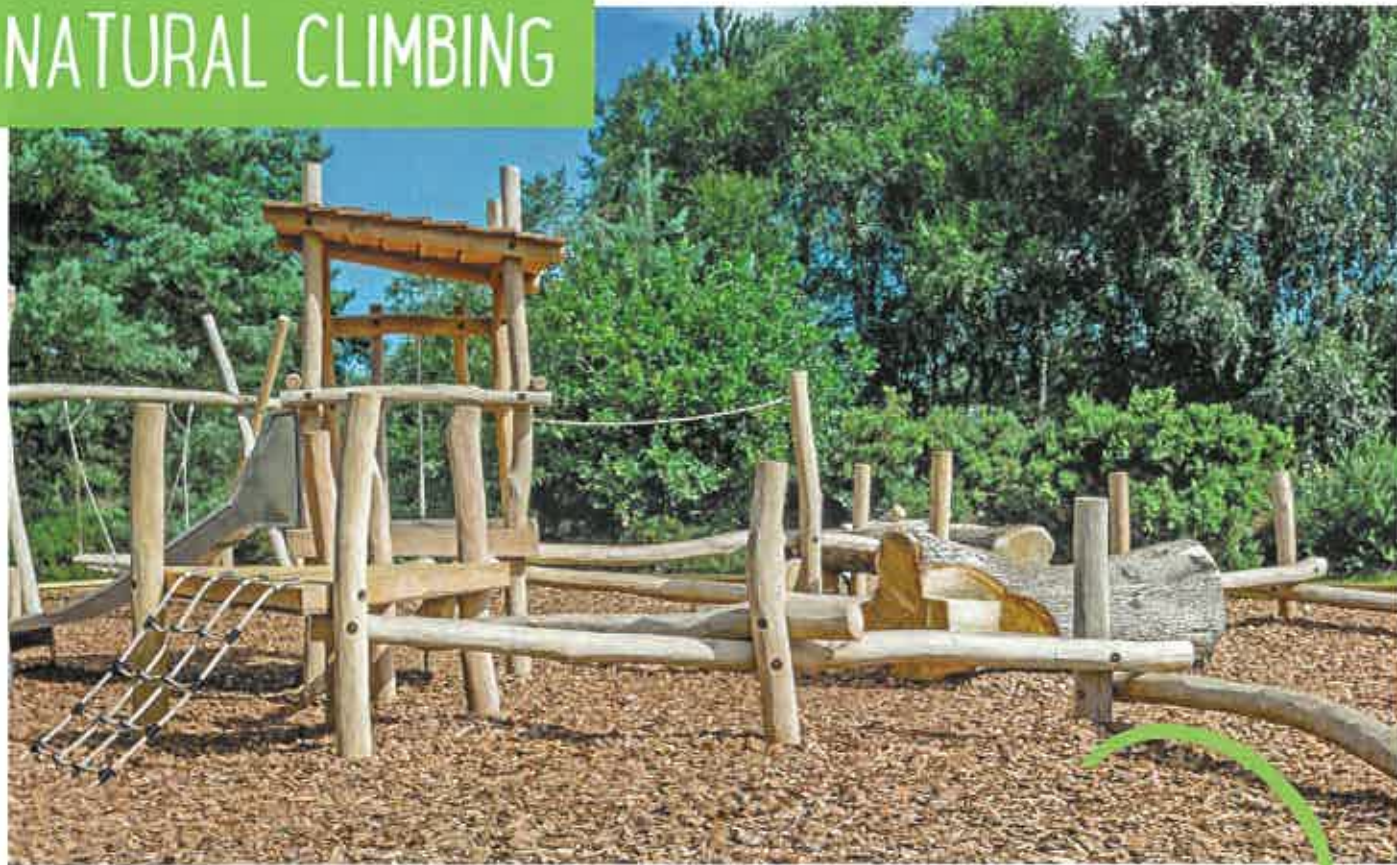


Balance beams / ropewalk



Clamber bridge

NATURAL CLIMBING



Tower with fireman's pole



Tower and social slide

Climbing Structure for Younger Children

The natural shapes of robinia trunks and branches will create a unique structure featuring:

- Tower with larch roof
- Oak pieces with carved steps (bark removed)
- Fireman's pole
- Clamber net
- Balance beams with overhead ropes
- Triangular platform
- A stainless steel social slide
- Carved monkey

The structure will be raised between 1m and 1.4m and will be suitable for the younger age group. Natural climbing fosters motor skill development, co-operation, problem-solving, physical challenge and risk management.

We build with robinia which is a hard wood and has been responsibly sourced.



Carved oak pieces



SWINGS



Basket swing



Basket & Cradle Swing

A basket and cradle seat swing can be installed between two robinia posts, creating play experiences that children of varying ages can share.



Pendulum swing

Pendulum Swing

An exciting rope swing suspended in an attractive robinia frame will be a great addition to your outdoor area, creating an exciting sensation that multiple children of all ages and abilities can enjoy, encouraging group and social play.



PLAY LANDSCAPING



Hills

Landscaped play hills provide a space where children can clamber, roll, jump and climb whilst creating different levels and vantage points - they are the perfect environment for active learning and imaginative play. The hills can be turfed but we would recommend rubber mulch as a more durable and long lasting surface for high use areas.



Clamber bridge



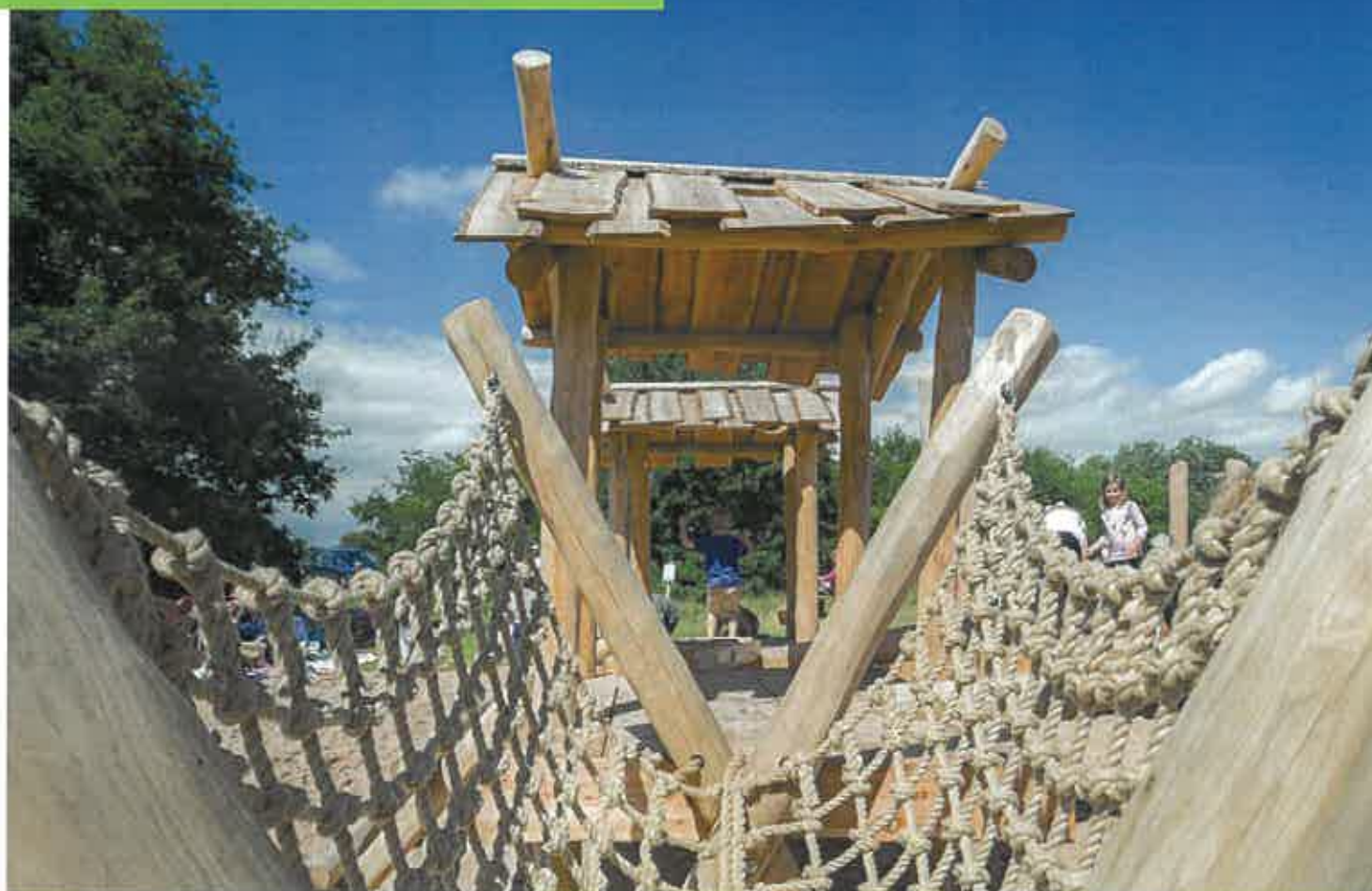
Balance beam bridge



Social slide



TOWER ROOF OPTIONS



CANOPY DESIGN OPTIONS

We have created a choice of colourful designs that work wonderfully with our canopy roofs. Please let us know which design you would like on your canopy, if none is specified our Flora and Fauna design will be applied.



FLORA & FAUNA

Featuring beautiful, colourful flowers, a range of leaves, mini beasts and berries. This is our most popular design and the one applied by default.

Flora & Fauna will be applied to your canopy unless otherwise specified prior to confirmation



SANDY BAY

'Sandy Bay' is particularly popular in Early Years or canopies that are close to sand pits/water play. Features include sand in a range of colours, colourful waves, seaweed and shells.

** The Sandy Bay design is an additional £150*



BERRY & LEAVES

Our beautiful 'Berry & Leaves' design is included in the standard costs that you have been quoted. The design features a variety of leaves and berries and mini beasts can be added on request.



PEA POD

The pea pod design features a range of grasses, berries, pea pods and mini beasts. It is popular for KS1 & KS2.



MONO-PITCH LARCH ROOF
*INCLUDED



APEX LARCH ROOF
FROM £650



MONO-PITCH CANOPY ROOF
FROM £1150

SOMETHING EXTRA-SPECIAL...

Our artist led design team can create a wonderful bespoke design for you if you're looking for something extra-special. From £450



BALANCE TRAIL

Trim Trail

Trim trails present a sequence of climbing challenges, helping children to develop balance, strength, fitness and co-ordination.

Built with oak and robinia trunks and branches and treated timber, trim trails allow many children to play safely at once, including children of varying ages, physical abilities and confidence levels.

The trim trail will include:

- Clamber stilts
- Rope walks
- Monkey bars with monkey carving
- Balance beams with over head ropes
- Bird and animal carvings on posts

Balance beam with overhead rope



Monkey bars



Balance trail with mulch surfacing



Clamber stilts



Balance trail with carvings



Monkey bars



Rope walk

CARVINGS

Our in-house chainsaw sculptor, Sandy can create a collection of carvings to relate to the menagerie history of the site. We can include animal and bird carvings on the roofs of the towers and on upright posts within the balance trail. A large monkey can be included within the younger children's climbing area and smaller monkey carvings will be included on the monkey bars within the balance trail.



Sandy carving the trout



Carved trout



Carved hippo



Monkey carving on posts of monkey bars



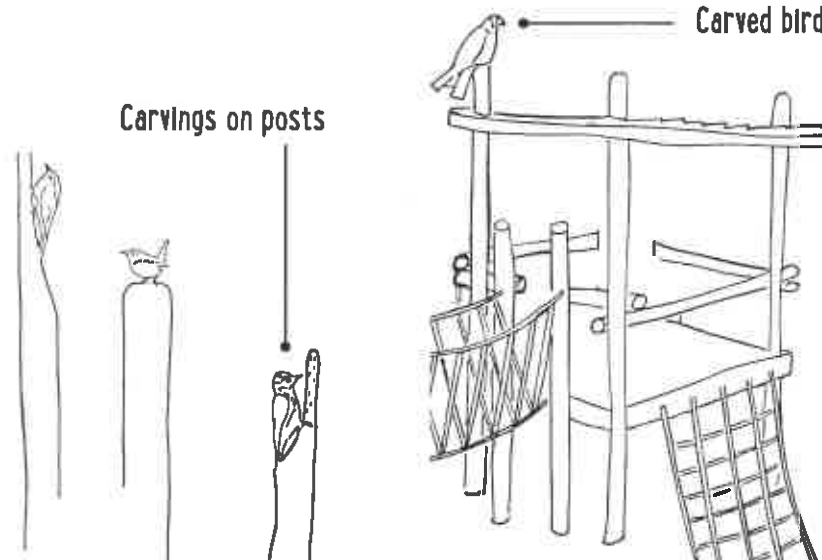
Large monkey carving approx 800mm high (younger children's area)



Carved bird

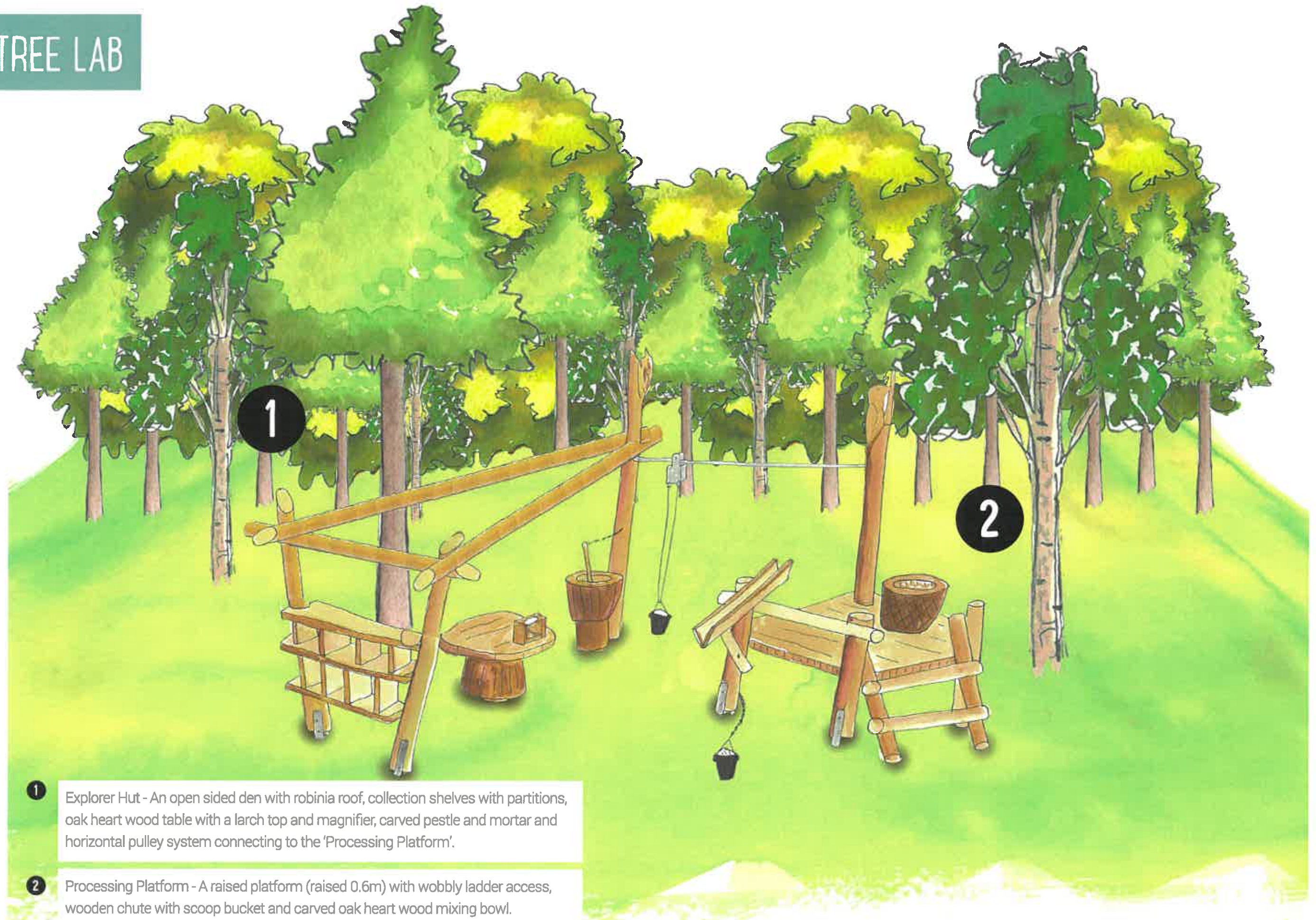


Carved owl



Carvings on posts

TREE LAB



1 Explorer Hut - An open sided den with robinia roof, collection shelves with partitions, oak heart wood table with a larch top and magnifier, carved pestle and mortar and horizontal pulley system connecting to the 'Processing Platform'.

2 Processing Platform - A raised platform (raised 0.6m) with wobbly ladder access, wooden chute with scoop bucket and carved oak heart wood mixing bowl.

TREE LAB

Explorer Hut

- Attractive and eye-catching
- Creates a den space underneath to develop imaginative and role play skills

PULLEY SYSTEM

- Co-operative play
- Social and communication skills
- Problem solving skills
- Transportation of materials
- Fine motor skills
- Links the 'Explorer Hut' to the 'Processing Platform'

PROCESSING PLATFORM

- Gross motor skills
- Open-ended and imaginative play
- Social play
- Problem solving skills - "how do I get up there?"

Larch roof

Collect and sort shelves

Carvings

Horizontal pulley

Carved oak heart wood mixing bowl

Raised platform

Wobbly ladder

Wooden chute

Carved oak heart wood pestle and mortar

Rubber scoop bucket

Oak heart wood stump table with larch top

COLLECT & SORT SHELVES

- Social and communication skill development as children work together to collect and arrange natural found materials
- Encourages exploration of surrounding area
- Memorable play experience
- Creative and open-ended play



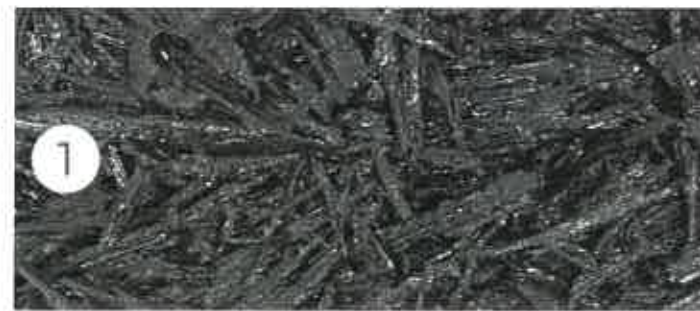
SURFACING

We offer various surfacing options for our higher elements, which have been carefully selected to ensure they can be subtly integrated into our natural play spaces whilst creating a safe surface for children's upward adventure. We comply with British Safety Standard BS EN 1177. Any fall height above 600mm requires safe surfacing, the size and depth of which depends on the fall height.

- 1-6.** Bonded rubber mulch from £65 per square metre available in a range of colours which can be used to create zones within play areas. **1.** Brown **2.** Red **3.** Green **4.** Red & brown mix **5.** Green & brown mix **6.** Red, green & brown mix
- 7.** Pebble: fall safe pebble £45 per sqm (plus triple round edging). Play pebbles (non-fall safe) £65 per sqm. (plus double edging)
- 8.** Sand: fall safe sand £45 per sqm (plus triple edging). Play sand (non-fall safe) £75 per sqm. (plus triple edging)
- 9.** Chip: play chip (non-fall safe) from £25 per sqm. (plus single edging). Fall safe play chip: £45per sqm. (plus double edging).
- 10.** Rubber grass matting

Edging

Single timber round £25 per metre
Double timber round £40 per metre
Triple timber round £60 per metre



Committee(s)	Dated:
Epping Forest and Commons	09 07 2018
Subject: Proposal for Experimental Traffic Regulation Order on Fairmead Road, High Beach in partnership with Essex Highways (SEF 32/18)	Public
Report of: Director of Open Spaces and Heritage	For Decision
Report author: Tristan Vetta, Senior Forest Keeper – Epping Forest	

Summary

The Epping Forest Transport Strategy (2009-2016) proposed the closure of selected minor roads within Epping Forest to reunite areas of Forest previously dissected by highways, making more of the Forest both tranquil and safely accessible to the public. The Strategy proposal to close Fairmead Road was modified in September 2013 to leave 500m (42%) open to motor traffic to retain access to the Fairmead Oak Car Park. Over the past 5 years, the partial closure has seen fly-tipping and Anti-Social Behaviour previously experienced along the length of the road concentrated into the remaining 500 metres open to motor traffic.

This report seeks authority to request the introduction of an Experimental Traffic Regulation Order (ETRO) on the remaining section open to motor traffic to extend the benefits seen upon the 700m of highway closed to motor vehicles under a Traffic Regulation Order in 2012, to the entirety of the road length. This action would maintain access for walkers, horse riders and cyclists, improve the visitor experience, enhance protection of the SSSI (Site of Special Scientific Interest) and SAC (Special Area of Conservation) and increase safety for the Forest cattle.

The making of an ETRO is a matter for Essex County Council as the local highway authority, which must be determined in accordance with the statutory criteria for making traffic orders and in accordance with the statutory consultation and notification process. The ETRO would be in place for a proposed 18-month period and would cost the City of London Corporation circa £2,000 for the drafting and advertising of the ETRO together with £3,000 for additional gate installation costs. These costs would be offset by the reduction of staff time required to maintain the area. Should the ETRO meet expectations in providing the positive improvements outlined, the full closure of Fairmead Road to vehicular traffic would be considered as the next step. As part of such a closure it would be proposed that the road would be safeguarded as an historic route through the Forest, providing a multi-user pathway for walkers, horse-riders and cyclists, whilst allowing the enhancement of the habitats of the ancient Fairmead.

Recommendation(s)

Members are asked to approve:

- a request to the Highway Authority to prepare an 18-month Experimental Traffic Regulation Order (ETRO) for Fairmead Road in line with the aims of the Epping Forest Transport Strategy;
- preparation of a report for your Committee on the ETRO in advance of the expiry of the ETRO to assess the impacts of the measure on the Forest and Forest visitors making recommendations for future action;
- development of costed proposals, for the permanent closure of Fairmead Road as a highway for vehicular traffic, as part of the negotiated Mitigation Strategy for Epping Forest Special Area of Conservation.

Main Report

Background

1. Fairmead Road, High Beach, is a 1,200m stretch of public highway dating back to perhaps the 14 Century that leads into the interior of Epping Forest. The route was closed as a through-route by means of a point closure of the highway in the 1970's. Since then Fairmead Road's function as a highway has been limited and its condition and maintenance have declined.
2. Given the relative narrowness of the Forest, the importance of Fairmead as one of the Forest's remaining ancient open grassy plains and its protected status as a Site of Special Scientific Interest (SSSI) and Special Area of Conservation (SAC), the full closure of Fairmead Road to vehicular traffic was proposed in the adopted Forest Transport Strategy (2009 – 2016), approved by your Committee and Essex County Council in 2008.
3. The closure of Fairmead Road was highlighted in the Forest Transport Strategy (FTS) both in Section 2 on Route Management, aiming to reduce the impact of traffic on the Forest, and in Section 5 aiming to use road closures to enhance both the protection of the Forest and the access opportunities for visitors, including horse-riders and cyclists (see map extract at **Appendix 2**).
4. This FTS formed an important part of the Heritage Lottery-funded *Branching Out* Project, of which Essex County Council Highways was a co-funder and important stakeholder. As part of the *Branching Out* Project 700m of the road between the Epping New Road (A104) junction (opp. The Warren/Epping Forest HQ) and Fairmead Oak car park was subject to a Traffic Regulation Order (TRO)

restricting use by motor vehicles. This resulted in 500m of the highway remaining open to motor vehicles, allowing the anti-social behaviour, visual disturbance of the natural aspect and damage to the SSSI/SAC to continue but in a more condensed space.

Traffic monitoring

5. Traffic Monitoring over a period of 216 days between 20/01/2017 – 29/10/2017 conducted by the Conservators discovered that an average of 56.6 vehicles accessed Fairmead Oak Car Park or reached the highways termination per day. Around 1/3 of all vehicle visits occurred during the hours of darkness and when the car park (Fairmead Oak) is locked closed to Forest visitors. Interruptions in monitoring and the end of the observation period were a result of vandalism to the traffic recording equipment.

Current Position

6. The closure of the 700m of Fairmead Road between Epping New Road and Fairmead Oak Car Park has had a demonstrable improvement on the Forest, allowing pedestrians, horse riders and cyclists year-round access to the Forest without the disturbance by motor vehicles. This has also improved the natural aspect of the Forest as furniture such as gates and posts installed to restrict vehicle access onto the Forest have been removed, leading to a more pleasing look of the area. One of the grounds on which the traffic authority may make an ETRO or permanent traffic order is to “preserve or improve the amenities of the area through which the roads run. It is considered that the circumstances meet these criteria.

Anti-social behaviour

7. The Anti-Social Behaviour that used to occur along the entire length of the open highway has now been condensed to the 500m of unrestricted highway and Fairmead Oak Car Park. The Anti-Social Behaviour includes: fly-tipping, littering, theft from Forest visitor vehicles, vandalism of Forest furniture, damage to trees through vandalism or arson and drug related activity: use/distribution. The area is also a known and popular Public Sex Environment (PSE).

Options

8. There are three options available to your Committee:
9. **Option 1** – Request the introduction of an Experimental Traffic Regulation Order (ETRO) to restrict motorised vehicle access along the first 500m of Fairmead Road, High Beach. This would bring the remainder of this route in line with the current Road Traffic Order in place on the 700m of highway between Fairmead Oak Car Park and the Epping New Road and would also meet the objectives of

the approved Forest Transport Strategy, that was adopted by Essex County Council Highways.

10. The proposed duration of the ETRO would be the maximum 18 months so a better assessment of the impacts on the Forest can be observed and recorded. This 18-month period will also allow the City Corporation to monitor the effect of the closure on visitor experience and the possible displacement of any anti-social activities to other areas. **This option is Recommended**
11. **Option 2** – The City Corporation does not apply for the introduction of an ETRO, allowing the continuation of motorised vehicle access along the first 500m of highway, but action the closing of Epping Forest car parks: Fairmead Road East/West and Fairmead Oak, in an attempt to restrict anti-social behaviour to the public highway. **This option is Not Recommended**
12. **Option 3** – The City Corporation does not apply for the introduction of an ETRO, allowing the continuation of motorised vehicle access along the first 500m of highway and keep all car parks within the area open. This would allow the difficult to control anti-social behaviour to continue. **This option is Not Recommended**

Proposals

13. It is proposed to apply for an ETRO on the first 500m of Fairmead Road High Beach. The traffic authority would be requested to ensure that the ETRO retained access for Forest Visitors to access 'Hill Wood Car Park' and the 'Original Tea Hut' but only within the trading hours of the 'Original Tea Hut' 0900hrs -1700hrs approx. This will require the installation of a gate(s) at the junction of Fairmead Road and Cross Roads, High Beach.
14. Another gate will need installing beyond the exit of the Hill Wood Car Park (50m from the junction) to ensure continued vehicular access is ceased. If this double gate system is not installed it is very likely that fly-tipping will still occur on the open 50m of highway, which will impact on the car park availability and the business of the City Corporation tenant: The Original Tea Hut. Pedestrian access, especially for horse riders will be observed in these gate installations in line with British Horse Society 'standards and best practice' (at least a 1.5m opening).
15. There will be a need to continue permissive access along this 50m section of highway for City Corporation vehicles & Emergency Services vehicles, so there will be no option of increasing car park capacity at Hill Wood Car Park which services the 'Original Tea Hut'.
16. Prior to the expiry of the 18-month trial period of the ETRO, it is proposed that a report is brought to your Committee with a review and assessment of the impacts of the closure. Should the trial meet expectations your Committee could consider a scheme for the permanent exclusion of vehicular traffic from this route. This would be the outcome envisaged in the approved Forest Transport Strategy and would provide a significant new length of multi-user pathway to enhance the

enjoyment of visitors to this part of the Forest, including walkers, horse-riders and cyclists.

17. The costs associated with future adoption and maintenance of this route for Forest visitors would be negotiated with Essex County Council Highways and Epping Forest District Council as a key part of the Mitigation Strategy for the protection of the Epping Forest Special Area of Conservation from the impacts of the residential development in the forthcoming Local Plan. However, it should be noted that any adoption would be subject to further statutory processes such as stopping-up to alter the public highway status of the route. Neither the ETRO nor a permanent order would in themselves alter the public highway status of the route.

Corporate & Strategic Implications

18. **City of London Corporate Plan:** the proposal meets the Corporate Plan's vision by ensuring that our sites are secure and clean.
19. **Open Spaces Department Business Plan:** the proposal meets the Open Spaces Department's Business Plan Vision by preserving and protecting our world class green spaces for the benefit of our local communities.
20. **Forest Transport Strategy:** The primary aim of the Epping Forest Transport Strategy is to investigate and identify options to improve safety and accessibility for Epping Forest users. The proposal meets one of the key aims of the Forest Transport Strategy by providing improved accessibility to the Forest for all users especially those arriving by public transport on foot and for cyclists.

Implications

21. The original application to close the road in its entirety to motorised vehicles was proposed in the 2009 Epping Forest Transport Strategy. The campaign to stop the installation of cattle grids, another FTS objective has undoubtedly overshadowed other objectives within the FTS. The main 3 objections to the entire closure of Fairmead Road were:
 - Access to Forest interior for visitors with mobility issues
 - The use of the road for safe horse unboxing and boxing
 - The future availability of the closed road for the riding of horses.
22. The route management proposals (Appendix 1) indicate that the City Corporation improvements for mobility at Connaught Water, High Beach and Knighton Wood provide good provision in the local area for visitors with mobility issues. Similar proposals, within the forthcoming Visitor Access and Car Parking Strategy, will provide dedicated Unboxing/boxing sites in the locality.
23. **Financial** - The ETRO would be in place for a proposed 18-month period and would cost the City of London Corporation circa £2,000 for the drafting of the

ETRO + additional gate installation costs estimated at £3,000, these costs would be offset by the reduction of staff time required to maintain the area. Should the ETRO meet expectations in providing the positive improvements outlined, the full closure of Fairmead Road to vehicular traffic would be considered as the next step. As part of such a closure it would be proposed that the road would be safeguarded as an historic route through the Forest, providing a multi-user pathway for walkers, horse-riders and cyclists, whilst allowing the enhancement of the habitats of the ancient Fairmead. The costs would come from Local Risk.

24. **Health** - There are no foreseeable health implications associated with this proposal.

Conclusion

25. The introduction of an ETRO on the 500m of highway open to all traffic will bring significant benefits in line with the 700m of highway closed to traffic in 2012. Visitors will benefit from traffic free access into the Forest, free from the anti-social behaviour which is known to take place at the location. The City Corporation is likely to see a reduction in costs associated with this Anti-Social Behaviour. This action will also see an improved protection of the SSSI, SAC and cattle grazing programme. Previous objections have been addressed and alternative access arrangements, where appropriate, proposed through mitigation measures. Following the experimental period, the impacts of closure will be reviewed with a view to recommending a permanent closure to vehicular traffic should the trial meet its objectives.

Appendices

- Appendix 1 – Route Management Proposals Fairmead Road, High Beach
- Appendix 2 – Section of Figure 2 from the Epping Forest Transport Strategy (2009 – 2016)

Background papers

- Report to Epping Forest & Commons Committee November 2008: *Forest Transport Strategy* (SEF 36/08)
- The Epping Forest Transport Strategy – proposals 2009-2016. City of London and Essex County Council.

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Epping
Forest

Registered Charity

Route Management Proposals

Fairmead Road, High Beach

INTRODUCTION

Fairmead Road, High Beach, is a 1,200m stretch of public highway that leads into the interior of Epping Forest. The highway is an important heritage feature in that it pre-dates the Epping New Road (Turnpike Trust) which was created in 1834 and is clearly depicted on the Chapman and Andre Map of Essex of 1777.

Fayreamead Road was probably constructed between 1611-22 as part of wider links between Loughton and Epping, before coming under the control of the Epping Highway Trust in 1768 (Victoria British History). It is possible that the route has earlier associations with the New or Fayreamead Lodge built in 1378 as a point of entry to the New Lodge Hunting Chase.

The highway remained a public thoroughfare from the Epping New Road, opposite The Warren (Epping Forest Offices) to Cross Roads, High Beach until the 1960s when it was closed at the Warren junction, due to safety concerns associated with the poor visibility from the junction angle. The road remained a $\frac{3}{4}$ mile cul-de-sac or 'dead end' until 2012.

As part of the Epping Forest Transport Strategy (FTS) (2009-16), Essex County Council as the Highway Authority, in partnership with the City of London Corporation made changes under the Objective 2 - Route Management element of the FTS to make 700m of the road between The Warren junction and Fairmead Oak car park subject to a Traffic Regulation Order (TRO) restricting uses by motor vehicles. The long term ambition was to return this section of road via a 'Stopping Up' Order to Epping Forest. The remaining 500m of road between Fairmead Oak Car Park and the junction with Cross Roads remained as a C or minor road. (see enclosed map).

'The Original Tea Hut' which has been situated (in various forms) upon Epping Forest Land within 50m of the Cross Roads junction for the past 80+ years is the only business present on Fairmead Road. The road does not provide access to any residence or inclusions within the Forest.

The parts of Epping Forest either side of the highway are protected under the Wildlife and Countryside Act 1981 as a Special Site of Scientific Interest (SSSI) and the Conservation of Species and Habitats Regulations 2010 as a Special Area of Conservation (SAC).

There are three Epping Forest Car Parks situated along the open section of highway, two of them have a small capacity of around five vehicles each, whilst Fairmead Oak Car Park which is situated at the end of the highway has a capacity of around 20 vehicles.

TRAFFIC DATA

The Conservators of Epping Forest installed a Sensor Data Recorder (SDR) Traffic Counter on Fairmead Road. The counter was in operation from the 20th January to the 29th October 2017 (282 days). The counter was operational for a total of 216 days (76.6%) during this period. The missing 66 days were the result of frequent vandalism directed at the SDR unit.

The data counter recorded a total of 12,229 vehicles during the period. Which is an average of 56.6 vehicles per day. From this figure it can be assumed that at least 432 of these visits are a result of Epping Forest Staff opening and shutting the car park. It is also reasonable that Epping Forest Staff checking on cattle welfare which makes up around 100 counts. This leaves a total of 11,697 visits (54.2 per day).

3,905 of the recorded vehicle visits were in the hours of darkness, this represents 33.4% of total visits and 18 visits per day. As Fairmead Oak Car Park is routinely locked by Epping Forest Staff prior to sunset and after sunrise, it can be presumed that these are not genuine Forest visitors.

RISK MANAGEMENT ISSUES

Although, the part closure has resulted in a demonstrably marked improvement for the Forest; SSSI/SAC and its visitors along the closed section of highway, the Forest surrounding the still open 500m of highway continues to suffer the same issues present prior to the closure, but now in a more condensed area.

Fly-tipping and litter

The isolation of Fairmead Road, makes it an ideal location for anti-social behaviour. In 2016 and 2017 there were 12 and 15 fly-tips respectively collected by the Conservators from Forest Land adjacent to the highway. These figures do not include fly-tips removed by Epping Forest District Council (EFDC) and Essex Highways as a result of fly-tips deposited on the highway. These fly tips have included large HGV-based dumps of building waste and tree stumps (January 2015) which have left the road closed to traffic

As the Traffic Data results indicate the area is extensively utilised by vehicles at night which may deter potential fly-tipping incidents. However, the volume of litter dropped within the area is extensive. Currently, time spent litter picking the accessible highway area of Fairmead Road equates to 2 hours per week, which is a total of around 100 hours per year. This represents a cost to the Conservators of £4,000 per annum. The area is picked by volunteer litter pickers on a regular basis. The litter mostly consists of takeaways/fast food containers, condoms/sex-related litter and drug-associated waste, together with nitrous oxide containers.

Public Sex Environment (PSE)

The high volume of sex-related litter indicates that the area is regularly used as a Public Sex Environment (PSE). The absence of street lighting; lack of through traffic and ability to visually survey additional traffic from a distance all contribute to Fairmead Road popularity as one of the Forest's 12 PSEs. Fairmead Road is heavily promoted on adult websites including swingingheaven.co.uk; thedoggingconnection.com and adultfriendfinder.com.

Anti-social behaviour

The unrestricted night time access to the area results in various forms of anti-social behaviour in addition to the litter problem. Fires, vandalism of Epping Forest Infrastructure (gates, posts, SDR unit) and trees are a regular occurrence in the area. In 2017, the replacement of damaged materials cost £600. Burnt out cars have also caused damage to trees which have been left permanently scared or have needed felling due to safety concerns.

Criminal Activity

There have been incidents of criminal activity recorded in the area: in 2015 there was a spate of vehicle break-ins, drug dealing and drug deposits have been witnessed and discovered by Epping Forest Staff, poaching of rabbits by dogs has been reported to the Epping Forest Office as well as the fly-tipping incidents.

Damage to Forest Land

Due to the narrow width of Fairmead Road ($\approx 4\text{m}$) the passing of cars along the 500m of the highway the open to all traffic has led to degradation of the Forest edge, the majority of this section is devoid of vegetation and heavily rutted in places, this situation is exacerbated in the winter as vehicles attempt to avoid waterfilled pot holes. Damage has also been caused to trees along the edge of the highway by HGVs and other large vehicles accidentally accessing the road believing it to be a through road.

Conservation Cattle Grazing

The accessible by highway section of Fairmead Road also includes an area of the Epping Forest Grazing program the high volume of food waste and prophylactics poses a significant risk to cattle through accidental ingestion. It is proposed in 2018 that up to 30 head of cattle will be turned out into the Forest at this location, each animal has an average worth of around £900-1000, this does not include disposal costs/vet bills resulting from accidental ingestion.

MANAGEMENT CONSIDERATIONS

The original application to shut the road in its entirety was proposed in the 2009 Epping Forest Transport Strategy. This proposal was objected to locally on the grounds of access to the Forest interior for those with mobility issues. The resulting part closure in 2012 has seen a vast improvement to the lower section of the highway which is now utilised by pedestrians including

horses and bicycles who are able to enjoy safe traffic free access through this section of the Forest. The surface of the restricted section of highway is also significantly better than the open 500m section which is badly pot holed. The risks are still present as mentioned above.

The three main objections to the FTS Route Management objective both focused around a variety of public access-based issues.

- 1) Access to Forest interior for visitors with mobility issues
- 2) The use of the road for safe horse unboxing and boxing
- 3) The future availability of the closed road for the riding of horses.

Access to the Forest for visitors with mobility issues

The majority of Epping Forest's 58 car parks are located alongside busy A or B roads. Unusually, the section of Forest around the lightly trafficked minor road leading to Fairmead Oak car park consists of open grass plains, offering the visitor tranquil and picturesque views across the Forest. The car park can provide visitors with mobility issues the opportunity to enjoy quiet access deep inside Epping Forest. Conversely for visitors elsewhere in the vicinity walking from Hillwood and Bury Wood the same car park offers an unwelcome urban intrusion into an otherwise open area of pastoral Forest scenery. It should be noted that since February 2018 the perimeter of the car park has been fenced with cleft chestnut fencing which does obstruct the view of the Forest from a stationary vehicle.

The Fairmead Oak car park forms part of the Epping Forest District Council Lifewalk network, a walking for health group supported by the West Essex Clinical Commissioning Group as part of a network of 32 walk locations across the District. In 2018/19 16 Lifewalk activities planned from the Fairmead Oak car park, these have an average attendance of around 20 people.

The 2.25 mile level B Life walk, does not provide infrastructure at the site to improve access into the Forest for those with accessibility issues. There are however level designed paths and access routes, with disabled access bays situated at High Beach Visitor Centre which is situated 0.7 miles away, Connaught Water 1.6 miles away and Knighton Lane 2.6 miles away (see enclosed map). A visit by the City Corporation's Head of Access did not believe that the closing of Fairmead Road or was in contravention of the Equality Act 2010 as it was not targeting any particular group of people, the condition of the existing highway surface is extremely poor and there are no surfaced rides adjoining the open section of highway or the associated car parks.

As part of the Equality Impact Assessment conducted on Fairmead Road by the Conservators, improvements have been made at High Beach Visitor Centre to improve entrance access onto the Easy Access Path to an Equality Act 2010 compliant standard.

At Connaught Water commitments have been made by the Operations Manager to assign budget to repair the 1km access path. The Conservators are also in discussions with the Environment Agency to investigate measures to alleviate flooding issues at the site.

The closing of the road up to 50m from the Cross Roads junction will result in the redundancy of the three car parks and parking provision of around 30 vehicle spaces.

The use of the road for safe horse unboxing and boxing

Horse riders felt that the quiet road provided an ideal location for the safe unboxing and boxing of horses. The Visitor Access and Car Parking Strategy which is currently under development will propose improved facilities for horse riders at Rushey Plain Turnaround, High Beach and Bury Road, Chingford. This may even take the form of dedicated parking areas for this purpose.

Rushey Plain Turnaround – incorporates an area of around 1000m² (40x25m), but the current car park layout does not best utilise this space. The proposal of the Conservators is to remove the central vegetation island within this car park, formalise the shape of the car park and improve security. There is capacity within this design to designate the area for the safe use of horse boxes. The car park is within the SSSI, however plans to improve the car park, access to the surface ride and measures to protect important features such as the veteran beech in the south western side of the car park have been approved by Natural England. The cost of these improvements have been quoted at £21, 815 + VAT, but would have the additional benefit of improved facility and security.

Chingford Plain – the licencing of the Spencer Group Ltd at Bury Rd has resulted in a new 2000m² area of type 1 hardstanding within the extension car park, this will provide an improved and safe facility for boxing in horses, especially at weekends.

The future availability of the closed road for the the riding of horses

Many of the objections to the proposed complete closure of Fairmead Road were from members of the horse riding fraternity concerned that the right to ride horses along the closed highway would be removed, though removal of this access was not proposed in the FTS. The campaign to stop the installation of cattle grids, another FTS objective has undoubtedly overshadowed other objectives within the FTS. The Traffic Regulation Order present on the highway only impacts motorised vehicles. Horseriding groups including the Epping Forest Riders Association (EFRA) and the Byways and Bridleways Trust are concerned that the loss of any highway status might lead to the City Corporation withdrawing the right to ride in this area outside the Open Riding season. The City Corporation recognises the heritage importance of maintaining a trackway that may date back to as far as 1378 and duties under the Epping Forest Act to provide public recreation and enjoyment by recognising the important use of Fairmead Road by walkers, horse riders and cyclists.

The Epping Forest and Commons Committee may wish to consider issues associated with:

Future Maintenance Costs of Fairmead Road

A stopping up order for the Highway at Fairmead Road would help address FTS objectives in reuniting the Forest divided by roads and providing compensatory land for Forest Land lost to Highway Schemes such as road widening, laybys etc. The removal of the road or the future maintenance of a road would face the City of London with additional costs where budgets remain under significant pressure.

The confirmation of lesser Highway rights such as Restricted Byway, cycleway or Bridleway would leave the highway maintenance responsibility with the Highway Authority and would provide a guaranteed right to riders that the route could be used throughout the year, irrespective of the Horse Riding Licencing Scheme.

Experimental Traffic Regulation Order (ETRO)

An experimental order is like a permanent traffic regulation order in that it is a legal document which imposes traffic and parking restrictions such as road closures, controlled parking and other parking regulations indicated by double or single yellow line etc. The Experimental Traffic Order can also be used to change the way existing restrictions function

An Experimental Traffic Order is made under Sections 9 and 10 of the Road Traffic Regulation Act 1984

An experimental order can only stay in force for a maximum of 18 months while the effects are monitored and assessed. Changes can be made during the first six months of the experimental period to any of the restrictions (except charges) if necessary, before the Council decides whether or not to continue with the changes brought in by the experimental order on a permanent basis.

It is not possible to lodge a formal objection to an experimental traffic regulation order until it is in force. Once it is in force, objections may be made to the order being made permanent and these must be made within six months of the day that the experimental order comes into force.

If feedback or an objection is received during the period that suggests an immediate change to the experiment that change can be made and the experiment can then proceed.

If the experimental order is changed, then objections may be made within six months of the day that the experimental order is changed.

In most scenarios an 18 month ETRO period is requested, this is then reviewed at 6 months and following this review a decision is then made to proceed to a permanent Traffic Regulation Order.

It is proposed to apply for an Experimental Traffic Regulation Order (ETRO) on the first 500m of Fairmead Road High Beach, through negotiation Forest Visitors will still be able to access 'Hill Wood Car Park' and the 'Original Tea Hut' but only within the trading hours of the 'Original Tea Hut' 0900hrs -1700hrs approx. This will require the installation of a gate(s) at the junction of Fairmead Road and Cross Roads, High Beach. Another gate will need installing beyond the exit of the Hill Wood Car Park (50m from the junction) to ensure continued vehicular access is ceased. If this double gate system is not installed it is very likely that fly-tipping will still occur on the open 50m of highway, which will impact on the car park availability and the business of the City of London tenant: The Original Tea Hut. Pedestrian access, especially for horse riders will be observed in these gate installations in line with British Horse Society 'standards and best practice' (at least a 1.5m opening).

There will be a need to continue access along this 50m section of highway for City of London vehicles, this is so Forestry Operations can utilise the roadway to access the Forest in order to

reduce increased damage to the surfaced rides by heavy machinery, other City of London vehicles will require access for survey work, patrolling and cattle monitoring/movements. Emergency Services vehicles will also require access (there is fire hydrant at the end of Fairmead Road known as 'Palmers Bridge'. Due to the necessity of this access there will be no option of increasing car park capacity at Hill Wood Car Park which services the 'Original Tea Hut'.

MANAGEMENT STRATEGY – Next Steps

The Conservators of Epping Forest will be utilising part of Fairmead Oak Car Park as a cattle handling area from Mid-February 2018.

Further route management of Fairmead Oak to Cross Roads Road Section.

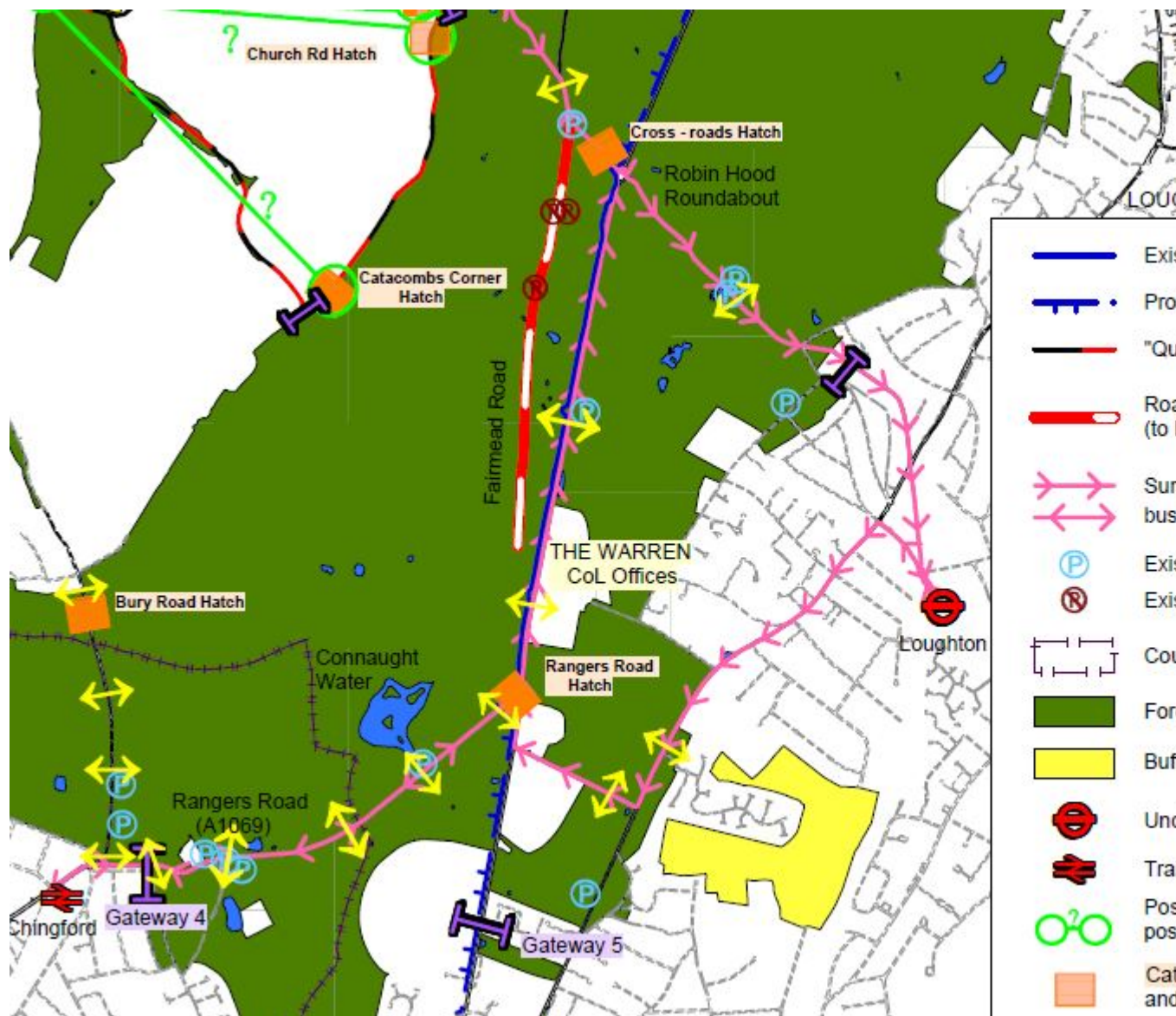
Through its Local Highways Panel Essex County Council are proposing an Experimental Traffic Regulation Order (ETRO) to be installed on Fairmead Road for a 6 month period followed by a review. This will allow an adequate period to assess the impact of closing Fairmead Road to 50m from the Cross Rds junction.

If the ETRO trial was successful the route could then be reduced in status to a Restricted Byway. While this arrangement would not return ≈5000 m² of land to the Forest it would not pose a new maintenance liability to the City Corporation. The quoted cost of repairs to the currently open to all traffic section of highway is £27,500 + VAT.

OUTLINE MANAGEMENT PROGRAM

1. Closure of Fairmead Oak Car Park
2. Preparation of the Experimental Traffic Regulation Order
3. Preparation of press statement
4. Pre-closure photos and site assessment to be made
5. Review date report.

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Committee(s):	Date(s):
Epping Forest & Commons	9 July 2018
Subject: Superintendent's Update	Public
Report of: Superintendent of 'The Commons'	For Information
<p style="text-align: center;">Summary</p> <p>This report provides a general update on issues across the nine sites within 'The Commons' division that may be of interest to members and is supplementary to the monthly email updates.</p> <p>Recommendation</p> <p>Members are asked to note the contents of this report.</p>	

Burnham Beeches and Stoke Common

1. The quarry site at East Burnham is operating and the associated monitoring continues with volunteers playing a key role at the moment.
2. Officers met with the outgoing Senior Planning Policy Officer for South Bucks District Council (SBDC) and their successor and held an awareness raising session that included two other planning officers. SBDC are still awaiting the air quality report and are also exploring the option of repeating some work in relation to where visitors to Burnham Beeches live which they feel needs updating. Officers have some concern that there may be a change of direction with the recent staff changes although this has not been expressed formally. Discussions with the Leader of the Council at the recent visit of the Lord Mayor to Burnham Beeches indicates that he is happy to help should this be necessary. Officers are pressing for a meeting to include Natural England and the County Ecologist (who is also leaving her post in August) to clarify the situation.
3. Following the public meeting held by Farnham Parish Council regarding local planning issues, the Chairman of the Parish Council has expressed an intention to resign and the Clerk has also tendered her resignation. Officers have had a good working relationship with the Chairman and Clerk and so there will inevitably be a period of uncertainty and familiarisation. The Parish seem determined to work towards a Parish Plan which will involve them in undertaking a Habitats Regulations Assessment in relation to Burnham Beeches. Something which Officers are not convinced has been thoroughly understood by the PC.

4. Confirmation has been received that the Countryside Stewardship Grant 'expression of interest for Burnham Beeches/Stoke Common has been accepted and has now progressed to the next stage of the application. Regular site visits are taking place with the Natural England adviser to agree on the best options for us to apply for, to define exactly what evidence we will need to provide and clarify the requirements of the grant. The deadline for the full application is 31 August and the scale of the work required is slowly becoming clearer and field work is being planned.
5. Work has continued for the revision of the Stoke Common Management Plan. Public 'drop in' consultation sessions (local village halls etc.) were held in late afternoons/evenings of 19 and 21 June 2018 and further site visits are planned with various interested stakeholders including the Friends of Stoke Common and the Burnham Beeches and Stoke Common Consultation Group. A working draft has been put together and used to guide the content of the public consultation and ongoing Countryside Stewardship application.
6. At Stoke Common – the Friends of Stoke Common and other volunteers completed the whole site reptile survey during April and May. This is now the 6th year this survey has run, and data accumulated is providing very useful information on the spread of species following restoration work at the common. This year results again showed the continued spread of species into areas restored during the last 10 years under the ownership of the common by the City.
7. The Volunteers at both Burnham Beeches and Stoke Common have resurfaced paths, pulled rhododendron re-growth, bashed bracken, dug up invasive species, sorted ecological records onto databases, cleaned site signs and a whole host of other small scale practical tasks in support of the Ranger team – in addition to fence repairs, litter picks and installing waymarks posts.
8. The Ranger team have welcomed back all the livestock to the site. Cows have been grazing in invisible loops throughout May and June. Along with cows and ponies in the 'traditionally fenced' areas as well. Cows have also returned to Stoke Common.
9. The Ranger team have been busy with filming activity, site maintenance work including mowing, livestock movements, boardwalk repairs and improvements and fencing repairs having been undertaken at both sites.

PARTNERSHIPS

Kenley Revival update

10. The conservation works has encountered brick and mortar faults and is currently under investigation by our architects, 'Avanti'. Brick and mortar samples have returned from Sandberg, the testing consultants, and additional testing has been conducted by the Building Research Establishment (BRE) to complete a more comprehensive review. Current circumstances have suggested it was an extreme sulphate attack. The outcome of the BRE report

is due at the start of July. PAYE, our contractors, are conducting their own assessment of the works to determine a programme of rectification of works.

11. The 'Learning Roadshow' is underway in lieu of an onsite 'Learning Festival', it will engage over 250 children in WAAF workshops developed by Jenny Lockyer and will be delivered in local libraries. This has created meaningful relationships with local libraries in delivering project activities which will continue after the season.
12. A 'Priorities Pot' application for the role of a Legacy Project Officer to achieve post-project legacy aims has been submitted. If successful it will provide a 21-month part-time post which will focus on delivering school workshops, guided tours, managing volunteers and maintaining the website. The role will also have scope to develop a sustainable education offer with opportunities for income generation.
13. 'Community Archaeology' will be held 16th -18th July 2018 with 15 volunteers. The 19 July will be for Open Spaces staff, as part of the Culture Board schedule of events, with a public day with tours and activities held on 21st July. A further week of community archaeology with more volunteers will take place 23rd – 25th July. This will be led by Museum of London Archaeology (MoLA).
14. A planning application for onsite interpretation signage has been submitted to the local planning authority (Croydon County Council) with an expected outcome due by 19th July. Initial feedback from the Planners stated that the number of signs need to be reduced due to visual clutter and the MoD plans for the fence. A revised plan has more recently been submitted that omits the wayfinding posts and reduced one of the table top signs to reduce the visual impact. The total number of signs has been reduced from 49 to 32 (inclusive of existing byelaw boards).
15. The final formal event will be the Conservation Seminar which will take place in February 2019 at City Livery Hall.
16. The project has successfully achieved all its volunteer targets for the project including the financial contribution with over 990 contributions delivering 296 says of volunteering. Over 14,000 people have been engaged in activities.

The West Wickham and Coulsdon Commons

17. The vacant posts for the position of Livestock Ranger and Conservation Ranger have been re-advertised and interviews will be held at the beginning of July with the hope of an appointment shortly thereafter.
18. Spring Park has been surveyed for the presence of Oak Processionary Moth (OPM). Fortunately, no nests were found on trees on the City of London land but there was one overhanging branch on a tree on Bromley Council land that has an OPM nest. This has been reported to the local authority.

19. The Ranger team from Merlewood Estate office attended a practical OPM training event hosted by the Royal parks, at Richmond Park
20. Dormice survey nest tubes have been placed across Coulsdon Common, Riddlesdown and Kenley Common to monitor the presence, if any, of dormice on these sites. Results will be known by the end of the summer.
21. The task of Ragwort pulling across the Coulsdon Commons has started again with several volunteer tasks held on Farthing Downs in June. This will continue throughout the summer months and a large task planned for Farthing Downs next month.
22. The cattle have now been turned out and are grazing across the Coulsdon commons. Cows and their calves are currently grazing Lower Woodplace Farm field and will then move on to graze pasture adjacent to Ditches Lane. The flock of sheep has been moved to Coulsdon common in readiness for foot trimming and shearing at the end of the month.

Ashtead Common

23. Twelve trees that have previously had Oak Processionary Moth (OPM) nests removed were sprayed. Trees surrounding these previously infested trees have not been treated because of the rare lepidoptera species found on site. More nests in new areas have been discovered subsequently and are awaiting removal. An OPM survey has been commissioned for later in the summer.
24. Belted Galloway cattle from Surrey Wildlife Trust grazed a newly extended Birch grazing area before moving on to Phoenix Field. Originally 12 in number, the herd was reduced in size prior to being moved down to the lower slopes to graze the scrub grassland area.
25. Grasshopper Warblers have returned to the common after a long absence. This species likes wet grassland habitat and was spotted in the Woodlands Road scrub/grassland area which has been subject to habitat restoration work over several years. Likewise, cuckoo returned to the common to breed after a period of absence.
26. The Ashtead Common Volunteers won a Service Recognition Award presented by Rotary International at the recent Ashtead Village Day. This recognised the contribution they make to the community through their conservation work.
27. A new vision for Ashtead Common, complete with a newly commissioned illustration, was presented to local people at Ashtead Village Day. This marked the start of a consultation process that will lead up to the introduction of a new management plan in 2021.

Incidents

Burnham Beeches & Stoke Common

28. There were 15 reported incidents during the period
29. There were four incidents related to dogs: One dog not under effective control and three PSPO incidents requiring follow up action. Two Fixed Penalty Notices (FPN) have been issued by Rangers, one each for fouling and walking too many dogs to the open Space. The former FPN has been paid. The latter was appealed (dismissed) and the FPN remains outstanding.
30. Other incidents included, site misuse (camping/motorbikes/ 1 x fly tipping) and one where a Ranger helped in the search for a missing person thought to be at risk of committing suicide. – the person was ultimately found alive and well away from Burnham Beeches.
31. The City Surveyor team have aided site Rangers in dealing with two potential issues of encroachment by neighbouring properties to Burnham Beeches. In one case the encroachment (a shed) has been removed and the ground made good. The other matter (a driveway and associated area) is ongoing.

Ashtead Common

32. None

The West Wickham and Coulsdon Commons

33. Drain overflowing on Stites Hill Road and rubbish removed by the Coulsdon Common Ranger.
34. Coulsdon Common – Nitrous oxide cannisters found on Coulsdon Common. They were removed, and the matter reported to the local Police teams.
35. Kenley Common – two benches and an interpretation board were vandalised and subsequently repaired.
36. Kenley Common – reports of a motorbike on the perimeter track. Rider was advised that this was not permitted and escorted from the site.
37. Spring Park - Fly tipping – nine bags of rubbish left by the pedestrian gate and cleared away by the onsite Ranger.
38. Spring Park - Motorbikes at Spring Park – Regular dog walker came across a gang with six motorbikes driving through woods at Spring Park. The matter has been reported to the West Wickham Police Safer Neighbourhood Team

Filming, major events and other activities

Burnham Beeches

39. The Disney production 'Maleficent 2' used the Beeches for 3 nights of filming during May and June. This was a large film unit and the set up and strike process was effectively managed by the Ranger team over a 2.5-week period.
40. Seven events have been directly led and hosted during May and June so far with over 893 participants - including 220 people on a family dog walk run with a local school, 97 participants at a 2 hour meet the Ranger event and 85 joining in the woodland wonder activities during half term.
41. On the 11th of June the Beeches welcomed the Lord Mayor on his annual visit to commemorate the City's ownership of the Open Space. After a short walk through the Beeches, in glorious sunshine, The Lord Mayor created a new beech pollard and then he and guests retired to Dorney Wood house for luncheon.

The West Wickham & Coulsdon Commons

42. Bird spotting events on Riddlesdown and Coulsdon Common.
43. Flower walks and talks on Coulsdon Common, Riddlesdown and Farthing Downs with over forty members of public attending.
44. Heritage and Conservation walk, and talk, co-hosted by the onsite Ranger and Monuments Inspector Jane Siddell of Historic England and was very well attended.
45. Very popular Bat walks and talks were held on Coulsdon Common and Riddlesdown.
46. The Ranger for West Wickham and Spring Park delivered a talk on nature conservation which was enjoyed by over 450 pupils at Wickham Common Primary School.
47. A further group of students visited West Wickham Common and were led on a walk and talk by the onsite Ranger.

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Committee(s)	Dated:
Epping Forest & Commons Committee	9 July 2018
Subject: Revenue Outturn 2017/18 – The Commons	Public
Report of: The Chamberlain & the Director of Open Spaces	For Information
Report author: Derek Cobbing – Chamberlains Department	

Summary

This report compares the revenue outturn for the services overseen by your Committee in 2017/18 with the final agreed budget for the year. In total, there was a worse than budget position of £163,000 for the services overseen by your Committee compared with the final agreed budget for the year as set out below.

	Final Agreed Budget £000	Outturn £000	(Increase)/ Decrease £000
Local Risk			
Director of Open Spaces	(1,576)	(1,568)	8
City Surveyor	(371)	(512)	(141)
Central Risk	(18)	(18)	-
Recharges	(325)	(355)	(30)
Total	(2,290)	(2,453)	(163)

The Director of Open Spaces had a better than budget position of £8,000 (Local Risk), this better than budget position has been aggregated with budget variations on services overseen by other committees which produces a City Cash overall worse than budget position of £42,000 (Local Risk) across all Open Spaces. The only significant variation is within the City Surveyor where there was a worse than budget position of £141,000, further detail can be found in paragraph 4c).

Recommendation(s)

It is recommended that this revenue outturn report for 2017/18 and the consequential implications for the 2018/19 budget are noted.

Main Report

Budget Position for 2017/18

1. The 2017/18 latest approved budget for the services overseen by your Committee received in November 2017 was £2.291M. This budget was endorsed by the Court of Common Council in March 2018 and subsequently updated for approved adjustments. Movement of the original Local Risk budget to the final agreed budget is provided in Appendix A.

Revenue Outturn 2017/18

2. Actual net expenditure for your Committee's services during 2017/18 totalled £2.453M, an overspend of £163,000 compared with the final agreed budget.
3. A summary comparison with the final agreed budget for the year is tabulated below. In the tables, income, increases in income and reductions in expenditure are shown as positive balances, whereas brackets are used to denote expenditure, increases in expenditure, or shortfalls in income.

The Commons
Comparison of 2017/18 Revenue Outturn with Final Agreed Budget

	<i>Original Budget</i>	Final Agreed Budget	Revenue Outturn	Variation (Increase)/ Decrease	
	<i>£000</i>	£000	£000	£000	
LOCAL RISK					Reason*
Director of Open Spaces					
Burnham Beeches	(407)	(422)	(534)	(112)	4a)
Stoke Common	(22)	(22)	(24)	(2)	
City Commons	(1,097)	(1,132)	(1,010)	122	4b)
Total Director of Open Spaces Local Risk	(1,526)	(1,576)	(1,568)	8	
City Surveyor					
City Surveyors Local Risk	(192)	(157)	(188)	(31)	
Cyclical/Additional Works Programme	(466)	(214)	(324)	(110)	4c)
Total City Surveyor Local Risk	(658)	(371)	(512)	(141)	
TOTAL LOCAL RISK	(2,184)	(1,947)	(2,080)	(133)	
CENTRAL RISK					
Burnham Beeches	(18)	(18)	(18)	-	
TOTAL CENTRAL RISK	(18)	(18)	(18)	-	
RECHARGES					
Insurance	(21)	(20)	(16)	4	
Support Services	(183)	(163)	(203)	(40)	
Surveyor's Employee Recharge	(39)	(44)	(43)	1	
I. S. Recharge	(59)	(81)	(84)	(3)	
Recharges within fund (Directorate & Democratic Core)	(35)	(17)	(9)	8	
TOTAL RECHARGES	(337)	(325)	(355)	(30)	
OVERALL TOTAL	(2,539)	(2,290)	(2,453)	(163)	

*See paragraph 4

Reasons for Significant Variations

- 4a) The majority of the £112,00 worse than budget position for Burnham Beeches is due to the following.
- Salary overspend (£14,000) – employment of seasonal staff to cover long term sickness absences and associated workload.
 - Unplanned replacement of defective/unrepairable vehicle and increased maintenance costs associated with an aging fleet (£13,000).
 - Unanticipated materials costs of £3,000 (PSPO signage) and car park machine repair costs (£3,000)
 - Legal Fees associated with traveller issues (£4,000)
 - Consultant fees for planning issues and related research (air quality etc), and Public Spaces Protection Order visitor opinion surveys etc. (£16,000)
 - Reduction in Government Grant and donation income (£24,000)
 - Reduced use of car parking and a reduction in filming resulting in a reduction in income (£23,000).
- b) The £122,000 better than budget position for City Commons is the result of a planned underspend to cover the overspend at Burnham Beeches above and is mainly due to the following.
- **Ashtead Common** – A ‘one-off’ underspend of £50,000, savings made from the temporary staffing budget, Grounds Maintenance, and Transport budgets.
 - **West Wickham & Coulsdon Commons** - A ‘one-off’ underspend of £72,000, savings made are two vacant posts within Employee costs, and the remainder due to a last minute cancelled order of £10,000.
- c) The £110,000 worse than budget position in the City Surveyor’s Cyclical/Additional Works Programme is mainly due to scheduled work planned for 2018/19 being accelerated and completed in 2017/18.

Local Risk Carry Forward to 2018/19

5. Chief Officers can generally request underspends of up to 10% or £500,000 (whichever is the lesser) of the final agreed local risk budget to be carried forward, so long as the underspending is not fortuitous and the resources are required for a planned purpose. Such requests are subject to the approval of the Chamberlain in consultation with the Chairman and Deputy Chairman of the Resources Allocation Sub Committee.
6. Overspends are carried forward in full and are met from the agreed 2018/19 budgets.

7. The Director's better than budget position of £8,000 (Local Risk) has been aggregated with budget variations on services overseen by other committees which for City's Cash produce an overall worse than budget position of £42,000 (Local Risk), the Director of Open Spaces has therefore not requested any 'carry forwards'.

Appendices

- Appendix A – Movement between Original 2017/18 budget and the Final Agreed budget

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Appendix A

Movement between the 2017/18 Original Budget and the 2017/18 Latest Approved Budget.

	£000
Original Local Risk Budget (Director of Open Spaces & City Surveyor)	(2,184)
Director of Open Spaces	
Minor Variations	(50)
City Surveyor	
When the original budget was set for the year, it included an estimation for the work within the Additional and Cyclical Works Programmes that would be delivered during the year. Officers plan and refine their projects during the start of the year and the budget is then revised to reflect their programme for the year to reflect operational requirements of occupying departments and more strategic changes, in 2017/18 this resulted in an underspend of £287,000.	287
Final Agreed Local Risk Budget (Director of Open Spaces & City Surveyor)	(1,947)

Explanations are only provided for larger movement in budgets (greater than £50,000)

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