



Hampstead Heath, Highgate Wood and Queen's Park Committee

Date: WEDNESDAY, 5 SEPTEMBER 2018
Time: 4.00 pm
Venue: COMMITTEE ROOMS, 2ND FLOOR, WEST WING, GUILDHALL

Members:

Karina Dostalova (Chairman)
Anne Fairweather (Deputy Chairman)
Mark Bostock
Deputy David Bradshaw
Stuart Fraser
Alderman Prem Goyal
Michael Hudson
Alderman Gregory Jones
Wendy Mead
Ruby Sayed
Deputy John Tomlinson
William Upton
John Beyer (Heath & Hampstead Society)
Councillor Melvin Cohen (London Borough of Barnet)
Sam Cooper (English Heritage)
Rachel Evans (Royal Society for the Protection of Birds)
Councillor Thomas Gardiner (London Borough of Camden)
Maija Roberts (Ramblers' Association/Open Spaces Society)
Graeme Smith (Ex-Officio Member)

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Refreshments will be available from 3.30pm
N.B. Part of this meeting could be the subject of audio or visual recording

John Barradell
Town Clerk and Chief Executive

AGENDA

Part 1 - Public Agenda

1. **APOLOGIES**
2. **MEMBERS DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THIS AGENDA**
3. **MINUTES**
To agree the public minutes and summary of the Hampstead Heath, Highgate Wood and Queen's Park Committee meeting held on 23 May 2018.

For Decision
(Pages 1 - 10)
4. **ACTIONS SHEET**
Report of the Town Clerk.

For Information
(Pages 11 - 12)
5. **MINUTES OF THE HAMPSTEAD HEATH CONSULTATIVE COMMITTEE**
To receive the public minutes of the Hampstead Heath Consultative Committee meeting held on 9 July 2018.

For Information
(Pages 13 - 22)
6. **SUPERINTENDENT'S UPDATE**
Report of the Superintendent of Hampstead Heath.

For Information
(Pages 23 - 32)
7. **HAMPSTEAD HEATH SITE SPECIFIC EVENTS POLICY PART TWO**
Report of the Superintendent of Hampstead Heath.

For Decision
(Pages 33 - 56)
8. **HAMPSTEAD HEATH, HIGHGATE WOOD AND QUEEN'S PARK RISK MANAGEMENT**
Report of the Director of Open Spaces.

For Decision
(Pages 57 - 74)
9. **REVIEW OF THE ANNUAL WORK PROGRAMME JANUARY 2017 TO MARCH 2018**
Report of the Superintendent of Hampstead Heath.

For Information
(Pages 75 - 86)

10. **REVENUE OUTTURN 2017/18**
 Joint report of the Chamberlain and the Director of Open Spaces.
For Information
 (Pages 87 - 94)
11. **OPEN SPACES BUSINESS PLAN YEAR-END REPORT 2017/18**
 Report of the Director of Open Spaces.
For Information
 (Pages 95 - 110)
12. **MODEL BOATING POND ISLAND FUTURE ACCESS ARRANGEMENTS**
 Report of the Superintendent of Hampstead Heath.
(N.B. – To be read in conjunction with the non-public appendices at Item 17)
For Decision
 (Pages 111 - 116)
13. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
14. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**

Part 2 - Non-Public Agenda

15. **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
16. **NON-PUBLIC MINUTES**
 To agree the non-public minutes and summary of the Hampstead Heath, Highgate Wood and Queen's Park Committee meeting held on 23 May 2018.
For Decision
 (Pages 117 - 120)
17. **MODEL BOATING POND ISLAND: NON-PUBLIC APPENDICES**
 To be read in conjunction with Item 12.
For Information
 (Pages 121 - 124)
18. **HAMPSTEAD HEATH PONDS PROJECT**
 Report of the Director of Open Spaces and the Project Director.
For Decision
 (Pages 125 - 132)
19. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**

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

Part 3 - Confidential agenda - separate pack on blue paper

21. **LEARNING PROGRAMME LONG TERM FUNDING**
Report of the Director of Open Spaces.

For Information

HAMPSTEAD HEATH, HIGHGATE WOOD AND QUEEN'S PARK COMMITTEE **Wednesday, 23 May 2018**

Minutes of the meeting of the Hampstead Heath, Highgate Wood and Queen's Park Committee held at Parliament Hill Conference Room, Parliament Hill Staff Yard, Parliament Hill Fields, Hampstead Heath, NW5 1QR on Wednesday, 23 May 2018 at 6.00 pm

Present

Members:

Karina Dostalova (Chairman)
Anne Fairweather (Deputy Chairman)
Mark Bostock
Deputy David Bradshaw
Michael Hudson
Ruby Sayed
Deputy John Tomlinson
William Upton
John Beyer (Heath & Hampstead Society)
Sam Cooper (English Heritage)
Rachel Evans (RSPB)
Maija Roberts (Ramblers' Association/Open Spaces Society)

Officers:

Colin Buttery	- Director of Open Spaces
Bob Warnock	- Superintendent of Hampstead Heath
Katherine Radusin	- PA to Superintendent of Hampstead Heath
Richard Gentry	- Constabulary and Queen's Park Manager
Jonathan Meares	- Highgate Wood, Conservation & Trees Manager
Alison Elam	- Group Accountant, Chamberlain's Department
Declan Gallagher	- Operational Services Manager
Lucy Gannon	- Projects Management & Support Officer
Carl Locsin	- Town Clerk's Department
Leanne Murphy	- Town Clerk's Department
Yvette Hughes	- Business Manager Hampstead Heath
Paul Maskell	- Leisure and Events Manager

1. APOLOGIES

Apologies were received from Councillor Melvin Cohen, Stuart Fraser, Wendy Mead and Graeme Smith.

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

There were no declarations.

3. **ORDER OF THE COURT OF COMMON COUNCIL**

Members received the Order of the Court of Common Council dated 19 April 2018 appointing the Committee and approving its terms of reference.

4. **ELECTION OF CHAIRMAN**

In accordance with Standing Order No.29, the Committee proceeded to elect a Chairman for the ensuing year. The Town Clerk read a list of Members eligible to stand and Karina Dostalova, being the only Member expressing their willingness to serve, was duly elected as Chairman.

The Chairman thanked Members for their support and took the opportunity to welcome Deputy David Bradshaw and Mark Bostock to their first meeting. The Chairman also thanked long standing Member Oliver Sells and Councillor Sally Gimson, who was retiring, for their contributions to the Committee during their tenure.

5. **ELECTION OF DEPUTY CHAIRMAN**

The Committee proceeded to elect a Deputy Chairman in accordance with Standing Order No. 30. The Town Clerk read a list of Members eligible to stand and Anne Fairweather, being the only Member expressing their willingness to serve, was duly elected as Deputy Chairman.

6. **MINUTES**

RESOLVED, that the public Minutes of the meeting held on 21 February 2018 were approved as a correct record.

7. **ACTIONS SHEET**

Members received a report of the Town Clerk setting out the outstanding actions list and noted the various updates and additions.

In relation to action 5, Members were advised that identification of a person to represent physical disabilities on the Hampstead Heath Consultative Committee was in progress. A survey of relevant charities had been completed by the Town Clerk and engagement with three charities would take place in due course.

With regards to action 7, Members were advised by the Superintendent that the deadline for Zippos Circus to provide an Event Management Plan, their animal welfare arrangements, etc, was 29 May 2018. This would be reviewed and assessed by the Superintendent before bringing a recommendation under the urgency procedures.

8. **MINUTES OF THE HAMPSTEAD HEATH CONSULTATIVE COMMITTEE**

The public minutes of the Hampstead Heath Consultative Committee (HHCC) meeting held on 16 April 2018 were received.

The Chairman highlighted that the City of London Corporation (Open Spaces) Act 2018 had received Royal Assent and thanked Members past and present and the Remembrancer's team for their support and input over the years to get the act passed.

A Member noted that it would be helpful for the Committee to receive a paper on matters discussed at the walk regarding disability access and inclusivity at the Highgate Men's Pond.

A Member noted from the minutes that members of staff were verbally and physically assaulted by a swimmer regarding installation of a temporary cycle parking area and that the Superintendent had written to the member of the public regarding their behaviour. It was queried whether this action was strong enough and that it should be known that there was a zero-tolerance policy to ensure the safety of staff and the public. The Superintendent advised that he was comfortable with the action taken regarding this incident and that the staff involved in the incident were supportive of the approach taken.

The Chairman highlighted that the Night of 10,000m Personal Best event on 19 May 2018 had been a great success which saw the Athletics Track completely transformed and thanked Highgate Harriers, Heath Staff and the event volunteers for their hard work.

9. **MINUTES OF THE HIGHGATE WOOD CONSULTATIVE GROUP**

The public minutes of the Highgate Wood Consultative Group meeting held on 18 April 2018 were received.

10. **MINUTES OF THE QUEEN'S PARK CONSULTATIVE GROUP**

The public minutes of the Queen's Park Consultative Group meeting held on 24 April 2018 were received.

11. **APPOINTMENTS TO COMMITTEES 2018/19**

Members considered a report of the Town Clerk regarding appointments to Committees and Groups for 2018/19.

RESOLVED, that:-

- The terms of reference and composition of the Hampstead Heath Consultative Committee be noted;
- The terms of reference and composition of both the Highgate Wood Consultative Group and the Queen's Park Consultative Group be approved;
- The Chairman and Deputy Chairman to be appointed to the Hampstead Heath Consultative Committee.
- John Tomlinson be appointed to the Highgate Wood Consultative Group, and the further two vacancies be deferred until the next meeting of the Grand Committee for appointment;
- Ruby Sayed be appointed to the Queen's Park Consultative Group, and the further two vacancies be deferred until the next meeting of the Grand Committee for appointment;

- John Tomlinson be appointed to serve on the Keats House Consultative Committee with the Chairman to also attend in an ex officio capacity;
- The decision to appoint a local representative to observe meetings of the Open Spaces and City Gardens Committee be deferred until the next meeting of the Grand Committee.

12. **SUPERINTENDENT'S UPDATE**

Members considered a report of the Superintendent providing an update on matters concerning Hampstead Heath, Highgate Wood and Queen's Park. The following points were made:

- The Director of Open Spaces confirmed that meetings with the four Open Spaces Chairmen had taken place to discuss and prioritise a list of improvement projects applicable to a new source of internal funding. It was noted that bids for the top 10 priority projects would be submitted by the deadline at the end of May for consideration by the Chamberlain's Department.
- The Chairman saw identifying similar needs across Open Spaces as a great opportunity to form synergies.

Divisional Plan

- The Superintendent drew Members attention to the 2018/19 Divisional Plan (Appendix 1) and advised that items 1.11, 1.12 and 3.12 were all priority projects that would be submitted for consideration for funding via the Priority Improvement Pot.
- The Superintendent noted that a Q2 update of the 2018/19 Divisional Plan and the Division's risk register would be brought to the next Committee meeting.

Shared-use path surfacing

- Members were advised that a draft report outlining the surfacing and waymarking options for the existing shared-use-paths on Hampstead Heath was discussed by the HHCC in April and their comments were incorporated in the final draft of the report (Appendix 2).
- The Superintendent sought Members views on the report and, in particular, on the preferred surfacing material, the priorities identified and waymarking.
- Members were advised that all feedback would be incorporated into the plan and a prioritised programme of surfacing and waymarking works would be prepared and subsequently implemented through the Annual Work Programme.

- A Member noted that there was scope for softening the impact of the shared use paths.
- In response to a query regarding which recommendation was being recommended in the report, the Superintendent advised that a palette of materials was needed for different areas and the preferred surface material was Breedon Gravel.
- A Member recommended seeking feedback on the cycle and pedestrian pathways from different disability groups, e.g. the Royal National Institute of Blind People (RNBI). The Superintendent advised that the DBE Access Group had been consulted in the finalisation of the report.
- The Kenwood House General Manager encouraged engaging with English Heritage who had carried out similar works.
- The Committee supported the two recommendations from the report.

Planning

- **The Water House, Millfield Lane.** The Superintendent noted that this planning application had been granted planning permission subject to S106. The City of London Corporation would be entering into a Financial Bond to ensure sufficient resources were set aside to make good the lane on completion of the development. Members were supportive of the approach.
- **Parliament Hill William Ellis School 2017/5395/P.** The Superintendent advised that planning permission has been granted and that City of London Officers had met with the developer to discuss tree and root protection.
- **Athlone House.** Planning permission has now been granted and Officers would be monitoring revisions to the planning application in relation to garden lighting and fencing.
- **The Wallace House.** A further development within Fitzroy Park is being reviewed specifically in relation to the impact of the basement on Hampstead Heath.

Extreme Weather

- Members were advised that the unprecedented hot weather had led to the queue for the Parliament Hill Lido being closed in the afternoon of the Spring Bank Holiday Monday as the facility had reached capacity. It was noted that the site was well prepared for the upcoming expected good weather.

Constabulary

Members acknowledged the 25th anniversary of the Hampstead Heath Constabulary in 2017 and felt that it was important to mark the occasion. The possibility of a visit by the Lord Mayor, including meeting the Constabulary was discussed.

City Surveyors Cyclical Work Programme

- The Superintendent advised that 1,000m³ of silt had been removed from the Mixed Pond and two partially submerged silt revetments planted with suitable aquatic species. At the Lido, the roof in the Men's changing facility has been replaced and solar panels have now been installed successfully above the Ladies' changing facility.

Swimming

- The Superintendent provided an update on works underway and further proposals to make the Men's Pond fully accessible.

Workforce

- Members were advised that the Open Spaces Department has appointed 23 Apprentices as part of the Government's Apprentice levy and six apprentices have been appointed at Hampstead Heath.

Upcoming Events

- Give it a Go! returns to the Heath on 15 July 2018 which showcases sport, health, wellbeing and physical activity on the Heath.
- Members were advised that 20 August 2018 marks the 80th Anniversary of the Parliament Hill Fields Lido. This occasion will be celebrated by a series of events organised by the Parliament Hill Lido User Group (PHLUG) at the Heath.
- In response to a question regarding the costs of hosting events at the Heath, Members were advised that most of the events would be self-funded by the PHLUG. The Leisure & Events Manager provides advice, rather than funds, to the event organiser by way of support.

Learning Team – Play Programme

- The Superintendent provided an update on the different programmes noting that the schools programme, play programme and Green Talent were ahead of their target and Playing Wild were working to target.
- A Member queried whether the play programme was designed to include inclusive play equipment for children with disabilities. Members were advised that inclusivity was very important in the design stage and

confirmed that disabled children's needs had been included in the plans for the Adventure and Peggy Jay playground improvements.

Highgate Wood

- The Superintendent provided an update on progress at Highgate Wood and noted that some snagging works were being undertaken in relation to the paths that were surfaced in the winter.

Queen's Park

- The Superintendent advised Members that Queen's Park successfully had its first wedding ceremony on the bandstand at the end of April and that the couple had agreed for pictures of the day to be used in advertising. The feedback from the couple and their family was very positive.
- It was noted that there would be Green Flag Award judging in mid-May.
- Members were advised that a feasibility study of the Play Area toilet facility was due to take place to inform what the costs would be for refurbishment versus developing a new build.
- Works have begun to develop the children's farm.

RESOLVED – That Members:-

- Note the contents of this report;
- Provide feedback in relation to the recommendations presented in the Shared Use paths report (appendix 2) as outlined in paragraph 3;
- Agree that a prioritised programme of surfacing and waymarking works will be implemented through the Annual Work Programme as outlined in paragraph 4.

13. HAMPSTEAD HEATH PONDS AND WETLAND STRATEGY

Members considered a report of the Superintendent of Hampstead Heath concerning the Hampstead Heath Ponds and Wetland Strategy and the Model Boating Pond Island future access arrangements.

- Members requested more information with regard the legal implications of restricting public access.
- The Chairman deferred the report to the next meeting pending legal advice.

14. **THE HIVE LEARNING & VOLUNTEER CENTRE, HAMPSTEAD HEATH - GATEWAY 7 OUTCOME REPORT**

Members considered a Gateway 7 outcome report of the Director of Open Spaces regarding the Hive Learning & Volunteer Centre at Hampstead Heath.

The Superintendent advised Members that the Department were bidding for funding to carry out a feasibility study investigating how to better use the existing facilities at the Heath.

Members were pleased with this robust business-case approach from Officers to review the project and to provide a holistic view of the Heath's assets and how they can be put to best use.

15. **HAMPSTEAD HEATH MANAGEMENT PLAN FRAMEWORK 2018**

Members considered a report of the Superintendent of Hampstead Heath concerning the Management Framework for Hampstead Heath.

The Superintendent advised Members that the HHCC had requested a further opportunity to provide feedback on the Management Framework and the deadline had been extended for final approval by this Committee in November.

RESOLVED – That Members consider the Outcomes and Measurement Framework, and feedback on the proposals in paragraph 10 of this report.

16. **OPEN SPACES DEPARTMENT EVENTS POLICY**

Members noted a report of the Superintendent of Hampstead Heath regarding the Open Spaces Department Events Policy.

Members were advised that the HHCC had provided feedback on Part 2 of the policy and the Open Spaces Committee had made minor changes to provide clarity to Part 1. Part 2 of the policy will be updated in-line with feedback received from the HHCC and the Events Advisory Group. An updated version of Part 2 will be presented to the HHCC in July 2018, before being presented to this Committee in September 2018 for approval.

In response to a query regarding Section 7, Clause 4(a) (iii) of the City of London Corporation (Open Spaces) Act 2018 and the policy concerning events on unbuilt land, the Superintendent advised Members that infrastructure associated with events such as the Affordable Art Fair are temporary and located on areas classified as built-on, which includes the Fairground at East Heath.

RECEIVED.

17. **CONCERTS AT KENWOOD HOUSE**

Members received a verbal update from Kenwood House General Manager regarding events at Kenwood House and the following comments were made.

- The Kenwood House General Manager advised Members that Kenwood House had reviewed its programme and would now be hosting a variety of larger public events.
- Members were advised that managing noise pollution was a key focus for Kenwood House Team.
- It was noted that the setup of the House Festival would commence on 27 June not July as stated within the report.
- The Leisure & Events Manager gave thanks to the Kenwood House General Manager for the Kenwood Event Organisers sponsorship towards the new Heath diary.

RESOLVED - *With two hours having elapsed since the start of the meeting, in accordance with Standing Order No. 40 the Committee agreed at this point to extend the meeting by up to thirty minutes.*

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

There were no questions.

**19. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT
Final Open Spaces Departmental Business Plan 2018/19**

Members noted a report of the Director of Open Spaces regarding the Final Open Spaces Departmental Business Plan 2018/19.

20. 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 they involve the likely disclosure of exempt information as defined in Part I of Schedule 12A of the Act.

21. ST COLUMBA RADIO MAST STATION, SPANIARDS ROAD, NW3 - LEASE RENEWAL

Members considered a report of the City Surveyor regarding the lease renewal of the St Columba Radio Mast Station on Spaniards Road.

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

There were no questions.

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

Land available for acquisition at Hampstead Heath

Members considered a late urgent report of the Director of Open Spaces concerning a piece of land available for acquisition at Hampstead Heath.

24. **DATE OF NEXT MEETING**

The date of the next meeting on 5 September 2018 at 4.00pm at Guildhall was noted.

The meeting ended at 8.09 pm

Chairman

Contact Officer: Leanne Murphy
leanne.murphy@cityoflondon.gov.uk

Hampstead Heath, Highgate Wood and Queen's Park Committee

Actions Sheet

	Date	Action	Officer responsible	Progress Update
1.	21 February 2018	Identify a representative on the HHCC for those with a physical disability.	Chairman / Superintendent	Update at Sept 2018 Meeting
2.	23 May 2018	A Q2 update of the 2018/19 Divisional Plan and the Division's risk register to be brought to the next Committee meeting.	Superintendent	Update at Sept 2018 Meeting
3.	23 May 2018	The Hampstead Heath Ponds and Wetland Strategy report to be deferred to the next meeting pending legal advice re: the legal implications of restricting public access.	Superintendent	Update at Sept 2018 Meeting
4.	23 May 2018	An updated version of Part 2 of the Open Spaces Department Events Policy to be presented to the Committee in September 2018 for approval.	Superintendent	Update at Sept 2018 Meeting

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HAMPSTEAD HEATH CONSULTATIVE COMMITTEE
Monday, 9 July 2018

Minutes of the meeting of the Hampstead Heath Consultative Committee held at Parliament Hill Conference Room, Parliament Hill Staff Yard, Parliament Hill Fields, Hampstead Heath, NW5 1QR on Monday, 9 July 2018 at 7.00 pm

Present**Members:**

Karina Dostalova (Chairman)
Nick Bradfield (Dartmouth Park Conservation Area Advisory Committee)
Michael Hammerson (Highgate Society)
Dr Gaye Henson (Marylebone Birdwatching Society)
Helen Payne (Friends of Kenwood)
Thomas Radice (Heath and Hampstead Society)
Susan Rose (Highgate Conservation Area Advisory Committee)
Steve Ripley (Rambler's Association)
Ellen Solomons (Vale of Health Society)
John Weston (Hampstead Conservation Area Advisory Committee)

Officers:

Bob Warnock	- Superintendent of Hampstead Heath
Colin Buttery	- Director of Open Space
Declan Gallagher	- Operational Services Manager
Richard Gentry	- Constabulary and Queen's Park Manager
Lucy Gannon	- Projects Management & Support Officer
Alison Hurley	- City Surveyors Department
Yvette Hughes	- Business Manager, Hampstead Heath Division
Paul Maskell	- Leisure and Events Manager
Leanne Murphy	- Town Clerk's Department

1. APOLOGIES

Apologies were received from Anne Fairweather, Ray Booth (represented by Carol Dukes), John Etheridge (represented by John Hunt), Mathew Frith, Cindy Galvin, Colin Gregory (represented by Tony Ghilchik), Richard Sumray, Simon Taylor, Ellin Stein and Harunur Rashid.

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

There were none.

3. MINUTES

The public minutes of the meeting held on 16 April 2018 were approved as a correct record.

4. **ACTIONS SHEET**

Members noted the various outstanding actions and the update provided thereon. The Chairman noted that all actions were complete except action 2, identifying a representative to represent people with a physical disability which was still to be progressed by the Chairman and Town Clerk.

5. **MINUTES OF THE HAMPSTEAD HEATH, HIGHGATE WOOD, AND QUEEN'S PARK COMMITTEE**

The minutes of the Hampstead Heath, Highgate Wood and Queen's Park Committee (HHHWQPC) meeting held on 23 May 2018 were received.

The Chairman advised Members that the opportunity to purchase the land bequeathed by the late Henry Hallows to the Centrepont and Shelter Charities had been discussed at length at the HHHWQPC meeting, as reflected in the minutes. This matter had generated a lot of press coverage. The Chairman confirmed that the joint bid from City of London Corporation and the Heath & Hampstead Society was unsuccessful and the land sold to a private bidder. The Chairman advised that she was communicating with the buyer to arrange a meeting to discuss the restrictions and responsibilities involved with managing the land. The Chairman voiced appreciation to the Chair of the Heath & Hampstead Society, Marc Hutchinson and Chair of the Heath & Hampstead Society, Heath Sub Committee, John Beyer, who had worked closely with Officers in relation to this matter.

6. **HAMPSTEAD HEATH SPORTS ADVISORY FORUM MINUTES**

The minutes of the Hampstead Heath Sports Advisory Forum meeting held on 14 May 2018 were received.

The Leisure & Events Manager provided Members with the following updates:

- Trim trail - Three new pieces of equipment have been installed following a £10K grant from the London Borough of Camden.
- 'This Girl Can' - Members were advised that the first week of events of the This Girl Can campaign had been successful.
- Highgate Harriers Night of the 10,000m Personal Bests 2018 event – Members were advised that this event had been a huge success and thanked the Highgate Harriers for their hard work in organising this event. It was highlighted that 47,000 people watched the event online via the BBC red button. The Men's European winner (Richard Ringer) had personally praised the event as the most exciting race of his life and that new world records for the 10,000m had been confirmed by the IAAF.
- 'Give it a Go!' – Members were advised that the annual event promoting sport and wellbeing would take place on Sunday 15 July 2018.

A Member requested that a short note regarding Croquet, mentioned in the minutes under AOB, be circulated to the HHCC for information. The Town Clerk agreed to circulate the note to the Committee.

7. SUPERINTENDENT'S UPDATE

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

Planning

- **The Water House, Millfield Lane, 2017/3692/P.** The Superintendent advised that planning permission had been granted subject to a S106.
- **Parliament Hill & William Ellis School, 2018/1270/P.** The Superintendent advised works were progressing as programmed.
- **South Fairground Site.** Members were advised that the owner appealed against the Planning Enforcement notice issued by the London Borough of Camden and a hearing will be arranged by the Planning Inspectorate. The Comptroller & City Solicitor has instructed Counsel to submit representations.
- **North Fairground Site, 2017/4346/P.** Members were advised that the London Borough of Camden did not determine the case, and therefore, an appeal has been launched by the owner. Officers will instruct Counsel and make representations.
- **Jack Straws Castle, 2017/2064/P.** The Superintendent advised that London Borough of Camden have yet to determine this application.
- **Chester Court, Lissenden Garden, 2017/1353/P.** The Superintendent advised that the owners appealed against the decision; however, the decision was upheld.
- Members were advised that the Superintendent attended a Stakeholder meeting regarding a proposed development at 55 Fitzroy Park. It was noted that the Officers planned to submit representations as this proposed development is in contradiction with the 2017 Camden Local Plan, the Highgate Neighbourhood Plan 2017 and the Hampstead Heath Management Plan.

Trees and Oak Processionary Moth (OPM)

- Members were provided with an update on the management of OPM across the Heath and were shown a map of trees where nests have been identified.
- Members were advised that the Tree Team would be inspecting for nests from May to August which was a huge undertaking as 1,200 nests have been identified on Hampstead Heath. A specialist contractor will carry out nest removal on high risk trees in late June to early July.

- It was noted that a nest had been found on the ground which could potentially cause issues in relation to dogs and have implications for staff carrying out routine tasks such as grass cutting. Members were advised that local vets and doctors surgeries had been contacted to ensure awareness of the symptoms to look for.
- Members were advised that the Heath was currently under a Plant Health Statutory Notice (SPHN) in relation to OPM. It is hoped that the rating would be downgraded in the near future. It was noted that the law might be changed next year making Local Authorities responsible for the management of OPM.
- The Director of Open Spaces advised Members that he Chaired the Forestry Commission's Committee for OPM. Currently there is no quick fix to eradicate this pest, but that a programme to manage and slow the spread is being developed.
- It was noted that the signs concerning OPM on effected trees were small and suggested bigger signs at the entrances to Hampstead Heath including information regarding the nests.
- Officers were asked to consider contacting local schools and leafletting local residents to ensure there was public awareness.
- Members queried why some countries took the threat of OPM more seriously than others and asked what the plan for the future was for the UK. Members were advised that fencing off trees temporarily was an approach already taken in other countries, such as Germany. However, research looking for a biological response/control was the main focus.

Swimming

- The Superintendent advised that the recent hot weather and resulting increase in visitor numbers had had a huge impact on Heath services, and notably at the swimming facilities. As a result, the Lido had been closed early due to reaching capacity on four occasions.
- The Chairman thanked Heath Staff for their hard work over the busy summer period.

It was queried what action would be taken in relation to licencing commercial dog walking and drones. The Superintendent advised Members these would be covered in the Divisional Plan update at the next meeting. A public engagement to seek the views of Heath users will inform options for licencing of commercial activities.

A Member enquired whether the public could be urged to take their litter home and suggested adding a notice to the website on this matter. Members were advised that this message was being proactively shared with members of the

public. It was noted that a review of the current waste and recycling collection operation was underway, as set out in the Divisional Plan.

8. **CYCLICAL WORKS PROGRAMME BID 2019/20**

Members considered a report of the City Surveyor regarding the Cyclical Works Programme bid 2019/20 and the following points were made:

- Members were advised that the report detailed the Provisional List of projects being considered for the Hampstead Heath, Highgate Wood and Queen's Park Division in 2019/20 under the umbrella of the Cyclical Works Programme (CWP).
- It was noted that the draft Actual Project List for 2019/20 totalled approximately £933,700. Members views were sought regarding whether the projects in the Actual List and Reserve List reflected the service requirements of the Division.
- A Member noted that two references to Sandy Heath actually pertain to the Heath Extension.
- It was noted that the refurbished toilets at Golders Hill Park were a significant improvement and requested that similar work take place at Parliament Hill. The Superintendent advised that toilets were a priority with the City Surveyor.
- In response to a query regarding netting on the bank, the Superintendent advised that the turfing used was reinforced with black netting, which had become visible in places due to wear and tear on the dam crest. Localised repairs and topdressing would take place in autumn. A Member recommended using green netting and eco-turf which was thicker, and the Superintendent agreed to discuss this with the Engineers.
- A Member felt that two structures near the Vale of Health were unsightly and queried if these could be softened by planting ivy. The Superintendent noted that discussions were taking place concerning how best to screen the pillars which are used for power. A Member suggested using hedges.
- Following a query regarding the frequency of de-silting the ponds at the Heath, Members were advised that there was currently funding available for de-silting on a three-year cycle but funding for a bigger programme was currently being explored. A full study of all ponds to work out the full cycle of desilting is planned as part of the Wetland Strategy to inform the ongoing project of work to be planned with the City Surveyor.
- A Member noted that the amount given in the top right text box in the Welcome to Hampstead Heath diagram was incorrect and needed edited to £65,000.

RESOLVED – that:-

- Members of the Hampstead Heath Consultative Committee, the Highgate Wood Consultative Group and the Queen’s Park Consultative Group note the report and provide feedback on the provisional list of cyclical projects being considered for the Hampstead Heath, Highgate Wood and Queen’s Park Division in 2019/20;
- The views of the Hampstead Heath Consultative Committee, the Highgate Wood Consultative Group and the Queen’s Park Consultative Group be conveyed to the Hampstead Heath, Highgate Wood & Queen’s Park Committee.

9. HAMPSTEAD HEATH SITE SPECIFIC EVENTS POLICY PART TWO

Members considered a report of the Superintendent of Hampstead Heath regarding the Hampstead Heath Site Specific Events Policy Part Two. The following points were made:

- Members were advised that Part One had been signed off and that Part Two would ensure that events were consistently managed across the Department; and that individual events were considered against the impact they could have on a specific Open Space.
- The Superintendent gave special thanks to Helen Payne, John Beyer and Nick Bradfield for their input into the site-specific Events Policy over the past six months.
- The Superintendent advised that there were three options for consideration regarding thresholds for mandatory consultation with this Committee, noting that Option 1 was the recommended option and sought Members views.
- It was noted that Richard Sumray had advised that he supported Option 1.
- A Member questioned how many extra events would require Committee consultation for Options 2 and 3 and felt that clarity should be given in the options regarding extra/new events. The Superintendent advised that the scale of an event was determined by both the number of participants and the duration of the event, noting that events that exceed two days would tip into the next threshold. It was also clarified that that applications for unprecedented or unusual events could be referred for consultation, irrespective of the scale.
- It was noted that John Beyer, Heath & Hampstead Society representative on HHHWQPC, had participated as a member of the events advisory group and was highly supportive of Option 3.

- A Member noted that his suggested wording for 6.4 had not been fully included. It was agreed that all suggestions would be incorporated, and the Superintendent would consult the Advisory Group before circulating to the HHHWQPC for approval.
- There was surprise at the size of 72 acres which was a tenth of the Heath. The Superintendent advised that this was quoted from existing legislation and was generally for larger sporting events.
- It was recommended that a larger map be used with clearly defined lines.
- A Member requested clarity on the scope of the policy which appeared to exclude some types of events that are popular on the Heath and sought clarification of the term 'unbuilt on' in the Open Spaces Act 2018.
- A Member suggested incorporating the word heritage to 6.1.
- It was felt that there was ambiguity regarding whether small events could be held on grass and recommended clarity.
- A Member questioned the use of the wording "high quality" in 6.5 and felt this was not the correct terminology.
- It was recommended that a point be added to the criteria listed in 6.5 that events will be reviewed after it has taken place and the quality/success will be used as a deciding factor for events in future.
- It was agreed that the Events Policy would be recirculated to Members after it was updated.
- The Chairman asked the Committee to vote on the three proposed options:
 - Option 1 – 8 Members
 - Option 2 – 1 Member
 - Option 3 – 2 Members

RESOLVED – that:-

- Members give feedback in relation to the final draft Events Policy (Part Two) for Hampstead Heath (Appendix 2) and in particular, section 6 which sets out thresholds for consultation and approvals;
- The views of the Hampstead Heath Consultative Committee be conveyed to the Hampstead Heath, Highgate Wood & Queen's Park Committee at their meeting on 5 September 2018.

10. **REVIEW OF THE ANNUAL WORK PROGRAMME JANUARY 2017 TO MARCH 2018**

RESOLVED - *With two hours having elapsed since the start of the meeting, in accordance with Standing Order No. 40 the Committee agreed at this point to extend the meeting by up to thirty minutes.*

Members considered a report of the Superintendent of Hampstead Heath regarding a review of an extended 15-month Annual Work Programme (AWP) carried out on Hampstead Heath from January 2017 until March 2018. The following comments were made:

- In response to a query regarding putting the information online, Members were advised that the map could be populated but not the data.
- A Member noted the low percentage of cyclists being prosecuted. Members were advised that cyclists first receive an initial warning, then receive a second formal warning. If stopped on a third occasion they will be reported for the byelaw offence with a view to bringing a prosecution.
- It was noted that the survey needed upgrading to provide a more comprehensive list of species of butterflies and recommended working with other organisations or graduates. The Superintendent agreed to provide the Member with the list from three years ago. The Chairman suggested that a paper and/or a focus group was necessary to ensure consultation of the ecology.
- In response to a query concerning the availability of disability access, Members were advised that a report on this matter would be coming to the next Committee meeting.
- Members discussed the need for a policy regarding the use of drones at the Heath. It was noted that the Heath followed current guidance but that a new Air Navigation Order would be passed in November 2019 and this would allow a further update of the Hampstead Heath drone guidance.
- A typo was noted in Item 1 and Members were advised that that the date of the meeting discussed was 7 November 2016 not 2018.
- A typo was noted in item 58 and Members were advised that Hearth should read Heath.

RESOLVED – that:-

- Members of the Hampstead Heath Consultative Committee note the works undertaken in the review period and provide feedback;

- That the views of the Hampstead Heath Consultative Committee are conveyed to the Hampstead Heath, Highgate Wood and Queen's Park Committee at their September meeting;
- Members of the Hampstead Heath, Highgate Wood & Queen's Park Committee note the works undertaken in the review period and provide feedback.

11. **HAMPSTEAD HEATH 2018 MANAGEMENT PLAN UPDATE**

Members considered a report of the Superintendent of Hampstead Heath regarding the progress to deliver the Hampstead Heath Management Plan 2018-2028 along with the final progress report on the 2007 Hampstead Heath Management Plan. The following comments were made:

- It was noted that Members had requested at the last meeting to extend the consultation of the management Plan and the updated timeline was highlighted.
- A Member felt the plan was more of a list of a list of aspirations with no priorities. An Officer clarified that the Divisional Plan provided the priorities and that the 10 Year Plan was more strategic. It was noted that the Management Plan was deliberately high level and still in a very early draft form to allow for engagement to flesh out the detail.
- Members were encouraged to provide comments via email and it was noted that the deadline to provide feedback for the revised draft document was the beginning of September. It was noted that the Projects and Management Support Officer was available to arrange a consultation meeting with interest groups and community organisations during August 2018.

RESOLVED - that:-

- Members note the final progress report on the 2007 Hampstead Heath Management Plan and the revised schedule for completion of the new Hampstead Heath Management Plan 2018 - 2028, as set out in paragraph 7;
- Members provide feedback on the first draft of the Hampstead Heath Management Plan 2018-2028;
- The views of the Hampstead Heath Consultative Committee be conveyed to the Hampstead Heath, Highgate Wood & Queen's Park Committee at their meeting on 5 September 2018.

12. **HEATH HANDS UPDATE**

Members noted a report from Heath Hands regarding the Community Heath highlights for 2017/18.

13. **QUESTIONS**

There were no questions.

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

The Chairman advised Members that the Committee Dinner was now being planned for early 2019 rather than late 2018.

15. **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 they involve the likely disclosure of exempt information as defined in Part I of Schedule 12A of the Act.

16. **MINUTES OF THE HAMPSTEAD HEATH, HIGHGATE WOOD AND QUEEN'S PARK COMMITTEE**

The non-public minutes of the meeting held on 23 May 2018 were received.

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

There were no questions.

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

There was no other business.

19. **DATE OF NEXT MEETING**

The date of the next meeting on 29 October 2018 at 7.00pm was noted.

The meeting ended at 9.16 pm

Chairman

Contact Officer: Leanne Murphy
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Committee	Dated:
Hampstead Heath, Highgate Wood and Queen's Park Committee	5 September 2018
Subject: Superintendent's Update	Public
Report of: Superintendent of Hampstead Heath	For Information
Report author: Bob Warnock – Open Spaces Department	

Summary

This report provides an update to Members of the Hampstead Heath, Highgate Wood and Queen's Park Committee on management and operational activities since May 2018.

Recommendations

It is recommended that:

- Members note the contents of this report.

Main Report

Hampstead Heath Management Plan

1. Development of the Hampstead Heath Management Plan 2018-2028 (2018 Plan) is progressing to schedule, with the final version to be completed by November 2018.
2. A detailed report was submitted to Members of the Hampstead Heath Consultative Committee (HHCC) on 9 July 2018, and Members views were sought on the following documents:
 - Final progress report on the 2007 Hampstead Heath Management Plan.
 - First draft of the Hampstead Heath Management Plan 2018-2028.
 - Revised schedule for completion of the new Hampstead Heath Management Plan 2018- 2028, including proposed community consultation.
3. Members of the HHCC were invited to meet with the Projects and Management Support Officer during July and August to discuss the draft and were also invited to submit their comments in writing. During this time, consultation with a range of Community and Stakeholder groups was undertaken.

4. The draft 2018 Plan is based on the recommendations of the review of the 2007 Plan conducted in 2016. The draft 2018 Plan builds on the 2007 Plan and aims to be:
 - Short and concise, to enable it to be readily updated/reviewed.
 - Outcomes-based and measurable.
 - Embedded into the new Management Framework and our ways of working (see figure 1).
 - In accordance with the four themes of the Heath Vision.
 - Aligned with the City of London Corporate Plan and its format.
5. A report summarising the consultation findings and a revised draft of the 2018 Plan will be presented to the Hampstead Heath Consultative Committee at their meeting on 29 October 2018.
6. The final draft of the 2018 Plan will be presented to Members of the HHHWQPC for consideration at their next meeting on 28 November 2018.



Figure 1: Management Framework.

Land acquisition

7. The Superintendent will provide an update at the meeting.

Planning

8. The Superintendent will provide an update on the following planning applications:
 - The Water House, Millfield Lane. 2017/3692/P (Granted subject to S106)
 - Parliament Hill William Ellis School 2018/1270/P
 - South Fairground Site (London Borough of Camden enforcement action)
 - North Fairground Site 2017/4346/P
 - Jack Straws Castle 2017/2064/P (Current)
 - Chester Court, Lissenden Garden 2017/1353/P (Refused)

Trees and Oak Processionary Moth

9. As of the 14 August 2018, 1,721 nests have been identified on 630 trees across Hampstead Heath, Highgate Wood and Queen's Park.
10. Specialist Contractors have been undertaking nest removal, and as of 14 August, 1,114 nests have been removed from 325 trees across Hampstead Heath,

Highgate Wood and Queen's Park. Of these, 1,039 nests have been removed from 285 trees from Hampstead Heath.

11. The removals have been concentrated on high risk trees, such as those located near to playgrounds, swimming facilities, major roads, paths and areas of high footfall.
12. For comparison, in 2017 a total of 187 nests were removed by a Specialist Contractor.
13. The nest picking operation was ceased in late August when the moths began to emerge from nests.
14. The costs of managing OPM in 2018 is so far in the region of £100,000. This includes internal costs, such as staff time, to carry out inspections, and external costs which cover specialist contractor nest spraying and removal.
15. The Director of Open Spaces Department will be presenting a detailed report in the autumn setting out the impacts and costs associated with managing OPM across the Department.

Constabulary

16. An update on recent prosecutions is provided below:
 - Byelaw 13 – Cycling, guilty plea, fine £100.00, costs £100.00 and a victim surcharge of £30.00.
 - Byelaw 21 & 23 – Dog Control, guilty plea, fine £133.00. The court withdrew the offence of Byelaw 23 as they felt it was dealt with under Byelaw 21.
 - Byelaw 21 – Dog control, proved in absence, fine £400.00, costs £300.00 and a victim surcharge of £40.00.
 - Byelaw 13 & 45 proved in absence, fine £270.00, costs £185.00 and a victim surcharge of £30.00.
17. Since the end of July, 690 byelaw formal warnings and enforcement actions have been issued. Officers have dealt with 676 incidents and 20 criminal offences.
18. The main focus for the Constabulary Team this summer has been the Parliament Hill Lido. The start of the School summer holiday coincided with an extended period of hot weather which led to large crowds at the facility. On several occasions, Officers had to deal with incidents of disorder.
19. The Constabulary Team continues to maintain a close working relationship with the Metropolitan Police Service, sharing intelligence and joint patrols with Local Safer Neighbourhood Team Officers.
20. Officers from the Constabulary Team continue to attend Local Ward Panel Meetings.

21. Over the course of the year, the Constabulary Team have been working closely with the London Ambulance Service Hazardous Area Response Team and Officers have participated in training sessions.

City Surveyors Cyclical Work Programme

22. Hampstead Heath Extension Changing Rooms – the boiler and associated pipework and vales are being replaced. Works will be completed before the start of the rugby and football season in September 2018.
23. The public toilets at Golders Hill Park have been redecorated ahead of the start of the school summer holidays.

Capital Projects

East Heath Car Park (Divisional Plan Project 2.1)

24. Planning approval has been granted by the London Borough of Camden.
25. Due to the project costs being in excess of £400,000 the tender process will take longer than initially planned. The increase in projects costs to £427,944 is due to the additional drainage requirements and rural landscaping.
26. Is it currently estimated that works will commence on site in Spring 2019.

Adventure Playground (Divisional Plan Project 3.10)

27. The Team have now received revised proposals from the Designer, with design alterations in line with feedback received following Stakeholder engagement. A 3D model of the proposed designs will be produced to facilitate further Stakeholder engagement.

Swimming

28. The Superintendent will provide an update on the swimming facilities.

Learning Programme

29. During the Summer term 5,327 Primary School and 356 Secondary School students engaged with the schools' programmes.
30. During the course of the school Summer holidays a daily average of 37 children attended the One O'clock Club and 91 children the Adventure Playground.
31. So far in 2018, 506 participants have engaged with Playing Wild (1,631 in total since 2016) and 37 participants have engaged with Green Talent (242 in total since 2016).

Benches (Divisional Plan Project 3.9)

32. Over the last 15 months 24 new benches have been installed. These are a mix of new sponsors and old sponsors who have renewed for a further 10-year period.
33. The installation of a further 20 benches are currently being progressed and the waiting list will remain closed during this time.
34. Since 2016, 104 current sponsors have contacted the City of London to update their contact details. This is a result of local media attention.
35. As outlined in the Bench Policy, older benches where sponsor details are not held will be tagged with a small sign requesting the sponsor contacts the City of London. To date 73 benches have been tagged, with sponsors for just over half of these benches subsequently coming forward. A further 30 benches will be tagged over the autumn/winter.

Waste and Recycling Review

36. A review of the Waste and Recycling operation at Hampstead Heath is currently underway.
37. The review will cover both the short and longer term on site waste collection and will consider longer term aims, such as increasing recycling, reducing the amount of waste left on the Heath and reducing cross contamination of waste, for instance via dog waste. The longer term aims of the review will be achieved through increased public awareness and collective input.
38. A Waste and Recycling Outcomes Framework has been drafted with key actions corresponding with the principal outcomes of the new Hampstead Heath Management Plan (2018 Plan), *Caring for the Heath, Enhancing quality of life, and Protect and Conserve*.

Events

This Girl Can

39. Between 10-16 June 2018 free introductory sessions were offered in Tennis, Track and field, Rugby, fencing and fitness to support the National this Girl Can campaign. The sessions were held in partnership and supported by Highgate Harriers, Hampstead Rugby Football Club, England Rugby, Camden Fencing Club, Sport Hackney, British Military Fitness and the Parliament Hill tennis coach.
40. The sessions were promoted by the Clubs involved and on social media by the City of London's Media Team and could be booked via Eventbrite.
41. Over the course of the week 151 girls took part in sessions, as detailed below:
 - Tennis, 10 June 2018 - 12

- Rugby schools session, 14 June 2018 - 40
- Rugby, 16 June 2018 - 30
- Fencing, 16 June 2018 - 11
- British Military Fitness, 16 June 2018 - 5
- Track and Field, 16 June 2018 - 18
- 5k Heath Run, 16 June 2018 - 35

42. Heath Hands also supported this campaign through additional sessions on 13 and 15 June 2018.

Race for Life

43. On Saturday 7 July 2018, 859 participants ran 5k around the Heath to raise funds for Cancer Research UK.

Give it a Go

44. Give it a Go! returned to the Heath on Sunday 15 July 2018. The day comprised of taster sessions in sports and wellbeing activities such as football, athletics, tennis, fencing, dance and yoga to promote health and wellbeing. The day was well attended by families and many people participated and tried their hand at a new activity.

45. The Traditional Fair returned to the Heath over the Bank Holiday weekend (25-27 August 2018). This was the final traditional fair of the year and features a mix of stalls and rides suitable for all the family.

Weddings and Civil Ceremonies

46. The Hill Garden and Pergola continues to be a popular venue for weddings and civil ceremonies, with ten having taken place this year and a further three planned. Ceremonies have ranged from 25 to 120 guests and the feedback received by staff continues to be excellent. Four ceremonies are currently booked for 2019.

Hampstead Heath Ponds Project

47. On the 21 June 2018 the Chartered Institute of Ecology and Environmental Management awarded the Ponds Project 'Highly Commended' in their Best Practice Award for Stakeholder Engagement.

Highgate Wood

48. There is good progress on the Roman Kiln Project. The Friends of the Roman Kiln (FORK) are now a constituted charity. An external consultant has been appointed to prepare an application to the Heritage Lottery Fund. A fundraising event for the Roman Kiln Project was held in Highgate Wood in July which was a great success.

49. The Highgate Woods Community Day took place on Sunday 2 September 2018.

Queen's Park

50. The Book Festival took place in the park over the weekend of 30 June - 1 July 2018, it was considered a success by the event organisers. A provisional date has been requested for 2019, building upon the success of the 2018 event.
51. There will be five outdoor cinema screenings over the summer. A final cinema screening will be held on Saturday 8 September 2018. To date, numbers in attendance have been lower than anticipated.
52. The bands on the Bandstand and the children's magic shows continue to be very popular with members of the public, with lots of people enjoying the free entertainment provided.
53. Queen's Park Day will be held on Sunday 16 September 2018, this is an annual event, organised by volunteers from the Residents' Association.
54. The 6 Tennis Courts are due to be resurfaced, with works are due to commence on site from Monday 17 September 2018.

City of London Central Grants Programme

55. Grants are offered for voluntary and registered charities to support projects linked to "Enjoying Green Spaces and the Natural Environment". There are a range of themes for which applications will be considered:
 - Connecting communities with their green spaces
 - Improving the conservation value of the green spaces
 - Improving our knowledge of the biodiversity of the green spaces
 - Delivering behaviour change initiatives that reduce the amount of litter and fly tipping within green spaces
 - Improving mental ill-health through the use of green spaces
56. A "Meet the Funder" session has been arranged at Parliament Hill Conference Room, to provide further information and support, this event will take place on 25 September 2018, between 3 - 5pm.
57. The deadline for submission of grant applications is 19 October 2018. Please see appendix 1 for further information and a link to additional information.

Appendices

- Appendix 1 – City of London Central Grants Programme Poster

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Superintendent of Hampstead Heath

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Open Spaces

Registered Charities



Does your organisation need funding?

The City of London Corporation's Central Grants Programme (Enjoying Green Spaces and the Natural Environment) is offering grants of between £8,000 and £15,000 to help voluntary organisations and registered charities on projects that address the following themes:

- Connecting communities with their green spaces
- Improving the conservation value of the green spaces
- Improving our knowledge of the biodiversity of the green spaces
- Delivering behaviour change initiatives that reduce the amount of litter and flytipping within green spaces
- Improving mental ill-health through the use of green spaces

Deadline for applications is 19 October 2018. For more information and to apply please visit:

www.cityoflondon.gov.uk/centralgrantsprogramme

The City of London protects and manages 14 green spaces in and around London.

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Committee:	Date:
Hampstead Heath, Highgate Wood and Queen's Park Committee	5 September 2018
Subject: Hampstead Heath Site Specific Events Policy Part Two	Public
Report of: Superintendent of Hampstead Heath	For Decision
Report Author: Bob Warnock – Open Spaces Department	

Summary

The City of London Corporation (Open Spaces) Act 2018 received Royal Assent on 15 March 2018, and requires the development of an Events Policy for each of the City Corporation's Open Spaces.

Hampstead Heath, in common with many of the City Corporation's Open Spaces, has a long tradition of events, spanning back to the 18th Century when bank holiday fairs were a major attraction attracting large crowds to the Heath. Nowadays, the Heath hosts over 100 events a year, including community, charitable and commercial events that range from fun fairs, cross-country running and sporting competitions to cultural, health and wellbeing and entertainment events.

An overarching Departmental Policy (Part One) has been adopted, and the Hampstead Heath Site-specific Events Policy (Part Two) will sit below this document. This will ensure that events are consistently managed across the Department; and that individual events are considered against the impact they may have on a specific Open Space. Some of the areas managed by the City Corporation Open Spaces have enhanced environmental protection, and consideration must be given to ensuring disruption in these areas is minimised. The updated final draft of the Site-specific Events Policy (Part Two) for Hampstead Heath is appended to this report (see Appendix 1).

Recommendations

It is recommended that:

- Members approve the proposed Events Policy (Part Two) for Hampstead Heath (Appendix 1).

Main Report

Background

1. A first draft of the Hampstead Heath Site-specific Events Policy (Policy) was discussed with Members of the Hampstead Heath Consultative Committee at their meeting on 16 April 2018.
2. Following feedback received from Members at the meeting and further input from the Comptroller and City Solicitor and the Hampstead Heath Events Advisory Group, the draft Policy was revised, and an updated draft was presented to Members of the Hampstead Heath Consultative Committee (HHCC) at their meeting on 9 July 2018.

Current Position

3. A record of the changes made to the proposed Policy is attached (see Appendix 2).
4. Members should note that additional legislation that applies to the Heath around events, activities, exhibitions, etc has been added to Section 3 of the proposed Policy – Legislative Background. Although, an Events Policy is only required for events held under the provisions of the City of London Corporation (Open Spaces) Act 2018, for ease of use and consistency, the guidance in this Policy has been produced to cover all relevant events on the Heath, irrespective of which statutory enabling power is being relied upon.
5. Members should note that the proposed Policy for Hampstead Heath includes a key variation from the Open Spaces Departmental Events Policy (Part One) for the scale of event applications that the Superintendent has authority to approve. Where the Open Spaces Departmental Events Policy (Part One) states Superintendents have authority to approve events which have up to 5,000 participants and a maximum duration of 2 days, the proposed Policy for Hampstead Heath reduces the Superintendent's authority to approve events which have up to 2,000 participants. For events of over 2,000 participants and/or of 3 or more days duration, Committee consultation and approval will be sought. This was supported by the majority of Members of the HHCC at their meeting on 9 July 2018.
6. The proposed Policy sets out a procedure that is consistent with the governance model for Hampstead Heath whereby the HHCC will be consulted prior to seeking the approval of the Hampstead Heath, Highgate Wood and Queen's Park Committee (HHHWQPC). In addition, the Superintendent may choose to consult with the HHCC on any event application, irrespective of scale, particularly in considering applications for events that are unprecedented or unusual.

Proposals

7. The Superintendent proposes that the procedures set out in this Policy will become effective immediately for applications for new events received following the date of approval by this Committee.

8. For events that have previously been held on the Heath, it is proposed that a transition period of 12 months will apply to facilitate the transition to the new arrangements set out in the proposed Policy.

Consultation and Committee process

9. A Hampstead Heath Events Advisory Group, comprising of representatives of the HHCC and HHHWQPC have been involved in the development of this Policy.

Corporate & Strategic Implications

10. This Policy contributes towards the achievement of the three aims set out in the City of London Corporate Plan 2018-23. Contribute to a flourishing society (1-4), Support a thriving economy (5) and Shape outstanding environments (9-12).
11. The Policy also meets the three objectives and outcomes set out in the Open Spaces Business Plan 2018-19 (a) Open spaces and historic sites are thriving and accessible, (b) Spaces enrich people's lives and (c) Business practices are responsible and sustainable.

Financial

12. The scale of hire and other charges for events will be discussed with the HHCC at their meeting in October 2018 and will form part of the Fees & Charges for Hampstead Heath. These charges are intended to recover costs incurred for administration and consideration of the event by Officers and other services provided to facilitate an event. In addition to cost recovery, the charging policy for events will raise revenue for re-investment into the maintenance and upkeep of the Heath, where appropriate. Following approval, the Schedule of fees and charges for Hampstead Heath will apply to events from 1 April 2019.

Environmental

13. The number, type, frequency and location will be considered for every application for an event to ensure the ecology and environment of the location is not harmed. Seasonality and special designations may restrict events in some locations. The Heath Ecologists and Arboriculturalists will be consulted as part of the application assessment process, in accordance with the Policy.

Reputation

14. The careful assessment of event requests through a clear and consistent policy approach should ensure fairness consistency and equality of access. A clear requirement for event managers to apply the appropriate legislative and licensing regimes, which will increase the likelihood of events being run safely and professionally.

Property

15. If events are to be permitted on the Heath, they should be governed by suitable licence terms to ensure that the City of London is suitably indemnified and that

consent to use represents best value according to the charitable operating requirements.

Conclusion

16. The City Corporation frequently receives applications to hold events on the Heath. This proposed Policy will establish a fair and transparent system for assessing event applications and for regulating the type, location and frequency of events that are permitted.

Appendices

- Appendix 1 Draft Open Spaces Departmental Events Policy Part Two: Hampstead Heath.
- Appendix 2 – Log of changes.

Background Paper

Hampstead Heath Site Specific Events Policy Part Two, 9 July 2018.

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Appendix 1



Open
Spaces

Registered Charity

Open Spaces Departmental Events Policy Part Two: Hampstead Heath

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1. Policy Statement

This Site-specific policy (Policy) should be read with the City of London Open Spaces Departmental Events Policy (Part One) which applies to all Open Spaces managed by the City of London.

This Policy provides guidance for completing an application to hold events at Hampstead Heath including Golders Hill Park and the Heath Extension. Hampstead Heath is a Charitable Trust (Registered Charity Number 803392).

This Policy has been approved by the Hampstead Heath, Highgate Wood and Queen's Park Committee in consultation with the Hampstead Heath Consultative Committee.

This Policy provides a framework to make decisions about events at Hampstead Heath including to:

- Meet the specific requirements of the City of London Corporation (Open Spaces) Act 2018.
- Meet the statutory obligations and charitable trust objectives to preserve Hampstead Heath and to provide recreation and enjoyment.
- Facilitate events that are safe, and which are appropriate to the character of Hampstead Heath and align with the long-term Heath Vision.
- Assist event organisers in understanding the process for event applications and criteria for a licence being granted or refused.
- Provide a fee structure for charges that may apply to event applications.

1.1. Scope

This Policy applies to all events on Hampstead Heath (including Golders Hill Park and the Heath Extension) where the permission or assistance of the City of London is required to facilitate it.

Events covered by this policy include:

- Activities that include the setting aside of a particular area of Hampstead Heath.
- Events and activities that occur over a wider course or more than one location; for example, cross-country running competitions.
- Activities that require access to additional services or infrastructure, or that may interfere with other visitors or go beyond ordinary recreational use.

The following events and activities are dealt with under separate arrangements:

- Sports activities at dedicated sporting facilities and/or with limited infrastructure requirements involving fewer than 500 people, or covered by the Sports Licensing arrangements; for example, personal training, group exercise classes.
- Filming and photography – requests should be completed on the filming application form.

- Weddings and Civil Ceremonies – the separate booking form should be completed.

2. Introduction

There is a long tradition of events on Hampstead Heath dating from the 18th Century when fairs were a major attraction. A diverse programme of over 100 events continues to run throughout the year including community, charitable and commercial events that range from funfairs, cross-country running and sporting competitions to cultural and entertainment events.

There are three broad types of events at Hampstead Heath:

- Charity and community events run by a not-for-profit organisation or by a community group for the benefit of the community.
- Commercial events run by profit-making organisations.
- Free events organised by City of London including music events at Parliament Hill and Golders Hill bandstands, Give-it-a-Go Festival and Conker Championships.

3. Legislative background

3.1. Hampstead Heath legislative framework

The City of London has powers and duties under various Acts of Parliament, primarily set out in the London Government Reorganisation (Hampstead Heath) Order 1989, to manage Hampstead Heath, protect it as a public open space and host certain types of events. The provisions that are most relevant to this Policy are summarised below.

The foundation legislation is the Hampstead Heath Act 1871. Under this Act the City of London:

- Must forever keep the Heath open, unenclosed, and unbuilt upon (subject to certain exceptions) and protect the Heath, and preserve it as an open space (section 12).
- Must at all times preserve, as far as may be, the natural aspect and state of the Heath, and to that end must protect the turf, gorse, heather, timber and other trees, shrubs and brushwood (section 16).
- May drain, level and improve the Heath, as far only as in the City's judgment from time to time is required, with a view to its use for purposes of health and unrestricted exercise and recreation (section 15).

3.2. City of London Corporation (Open Spaces) Act 2018

As set out in Part One of the City of London Departmental Open Spaces Events Policy, the City of London has recently acquired additional statutory powers to hold events at various open spaces, including Hampstead Heath, under section 7 of the City of London Corporation (Open Spaces) Act 2018. Under this section an “event” means a ceremony, celebration, entertainment or similar occasion, or a conference, an exhibition or the making of a film.

The City of London may:

- Temporarily use or permit others to use land (including buildings) forming part of the Heath for the purposes of an event.
- Provide, or arrange for another person to provide, equipment, facilities or services for the purposes of an event.
- So far as appears necessary in connection with an event, restrict or authorise others to restrict access temporarily to an area forming part of the Heath.
- Charge for the use of part of the Heath, or the provision of services, etc. and charge for, or authorise others to charge for, admission to areas with restricted access.

In the exercise of these powers, the City of London must prepare an events policy in consultation with the Hampstead Heath Consultative Committee.

This events policy must, in particular, include the following requirements:

- In deciding whether, and on what terms, to permit an event the City of London must have regard to the character and local environment of the Heath (or the part of the Heath in which the event is to take place).
- Such an event (whether individually or taken together with other events) must not cause material injury to the amenity of the Open Space or significant impairment to the public enjoyment of the Open Space.
- The locations on the Heath to which events are confined must be specified, and structures must not be erected on a part of the Heath which is unbuilt on.
- The frequency and duration of events on the Heath must be limited.

Although, an events policy is only required for events held under the provisions of the City of London Corporation (Open Spaces) Act 2018, for ease of use and consistency, the guidance in this Policy has been produced to cover all relevant events on Hampstead Heath, irrespective of which statutory enabling power is being relied upon.

These include provisions under:

- Article 7 of the Greater London Parks and Open Spaces Order 1967
- Section 145 of the Local Government Act 1972
- Section 19 of the Local Government (Miscellaneous Provisions) Act 1976

Further information about the legislative framework is provided in Appendix 2.

3.3. Strategic context

The City of London is therefore obliged by legislation and its duty as custodian of Hampstead Heath as outlined in the Heath Vision, to protect the Heath and to ensure that events are appropriate to the local character of the Heath.

The Heath Vision sets out shared community aspirations for the Heath with four broad themes:

- We protect and conserve the Heath
- The Heath enriches our lives
- The Heath is inclusive and welcoming
- Together we care for the Heath

Strategies and principles for realising the Heath Vision are set out in the Management Plan for Hampstead Heath.

3.4. Byelaws

Regard must also be had to the byelaws that apply on Hampstead Heath which can be found at <https://www.cityoflondon.gov.uk/things-to-do/green-spaces/hampstead-heath/visitor-information/Pages/byelaws.aspx>.

4. Guidance for events at Hampstead Heath

In considering applications for events at Hampstead Heath, the Open Spaces Events Policy (Part One) requires that this Policy includes restrictions on the location, duration and timing of events.

For the purposes of this Policy, events at Hampstead are ranked according to the number of people attending and the duration of the event as set out in Table 1 in Section 6.3.

4.1. Location

A Schedule of Locations sets out the Heath locations where events may be permitted. These locations are grouped into three zones according to the local character of the location. Details are set out in Section 5.

4.2. Duration

Events located outside of the Lower Fairground site at East Heath will be limited to a maximum duration of five days including time for setup and break down and will be strictly controlled to minimise disruption to Hampstead Heath visitors.

Applications for events that extend over longer periods will be limited to the Lower Fairground site. Generally, events that extend over longer periods will be planned back-to-back to reduce time required for set-up and break-down.

4.3. Timing and frequency

The number of weekends when more than one large or major event is scheduled shall be minimised and, in this instance, the events shall occur in separate areas across Hampstead Heath to minimise impacts on Hampstead Heath visitors.

In each calendar year, two major cross-country running championships events will be prioritised over other events.

4.4. Visitor impacts

Event applications will be required to set out how potential impacts on Hampstead Heath visitors and neighbours will be minimised, including litter, noise, lighting and vehicle movements during set-up and break-down and during the event, to ensure the event is in keeping with the local character of Hampstead Heath.

4.5. Exclusions

Events will be excluded from areas of high conservation value. Temporary and seasonal restrictions on specific areas will be enforced; for example, minimising disturbance during the bird nesting season or temporarily fencing areas to protect meadows and other sensitive areas.

4.6. Extent and infrastructure

Events with significant infrastructure requirements will be restricted to Event Zone A. This applies to the erection of large and/or heavy temporary structures and equipment likely to cause soil compaction; including for example, large marquees and staging; and the parking of heavy vehicles and plant.

Many events at Hampstead Heath cover a wider course that may pass through Event Zones B and C, including; for example, sponsored-walks, community runs and cross-country running events.

In Event Zone B, infrastructure associated with these events will be minimised and will be sited to minimise compaction and other impacts.

In Event Zone C, associated infrastructure will be minimised and will be restricted to surfaced areas as far as possible.

Where an event can only be held by virtue of our powers under the City of London Corporation (Open Spaces) Act 2018 any structure erected will be restricted to Event Zone A.

5. Event Locations

Refer to the Schedule of Locations as presented in the map and table (Appendix 2).

Event locations are grouped into three broad zones. Event applications will be considered based on an assessment of the suitability of a location, including the local character of the location, the potential impacts on the fabric of the site and on the experience of Hampstead Heath visitors and neighbours.

Zone A: Built facilities

Including hard-standing areas, the Lower Fairground site at East Heath, cafés and terraces, car parks, sports facilities and other built facilities (for example Athletics Track, hard tennis courts, bandstands).

Zone B: Established Activity Areas

Including the Upper Fairground site, café environs, turfed sports pitches, Whitestone Pond environs, bandstand environs, amenity grass areas (for example, areas adjacent to sports pitches and playing fields, historical playing fields that are no longer in use), education gardens and learning facilities.

Zone C: Wider areas

Events will generally be excluded from the wider and natural areas of Hampstead Heath.

Large walking and running events that cover a wider course will be limited to surfaced paths and existing routes. Exceptions may include cross-country running and orienteering events where routes will be planned in consultation with Ecologists and Arborists to maximise dispersal of participants and minimise compaction and other impacts.

Event applications will be carefully considered in consultation with specialist Officers to define conditions to ensure any potential impacts on the fabric of the site are minimised including measures to protect natural and heritage values, for example, the protection of tree root zones from soil compaction. The preparation of a condition report before and after the event may also be stipulated.

Based on the above assessment, an environmental impact fee may be applied to ensure the natural and heritage values are protected. Refer to Section 7 Charges for Events.

6. Decision-making and approvals

Event applications will be considered by the Officer Event Group in the first instance.

6.1. Officer Event Group

The Leisure and Events Manager, the Operational Services Manager and the Highgate Wood, Conservation & Trees Manager form the Officer Event Group which will meet monthly to consider event applications and make recommendations to the Superintendent. The Superintendent will direct the Officer Event Group recommendation to the appropriate approval pathway in accordance with the procedure described in Section 6.4. Other Officers and/or specialists may provide advice as appropriate to the type of event, Event Zone and potential impacts of the proposed event.

6.2. Local Authority permissions

A Temporary Event Notice and other permissions and licences may be required from the Local Authority. Applicants are responsible for making enquiries to the following authorities as applicable:

- London Borough of Camden.

- London Borough of Barnet.

6.3. Event scale and approval timeframes

Events are ranked according to their scale as set out in Table 1. Scale considers the size of the event in terms of the number of people attending on any one day and the duration of the event (including time for set-up and break-down). Where the anticipated attendance and duration fall within different event scales in Table 1 the applicable scale is the larger of the two.

This ranking enables the assessment of suitability of events for the range of locations listed in the Schedule of Locations. The scale of an event also informs the conditions and any restrictions that may be applicable and the calculation of the cost of services that are to be provided.

Event applications must be received within the lead-in time stipulated in Table 1. Should applications not be received within these lead-in times, event applications may be declined.

Table 1: Event Scale (proposed)

Event Scale	Daily anticipated attendance	Duration including set-up and break-down	Approval	Minimum period for receipt of application prior to proposed event date	Application Deadline
Minor	1 – 50	Up to a day	Superintendent	3 weeks	None - rolling application process
Small	51 – 500			8 weeks	None - rolling application process
Medium	501 - 2000	Up to 2 days	Superintendent	4 months	None - rolling application process
Large	2001 – 5000	Up to 3 days	HHHWQP Committee	6 months	1 September 1 December
Major	5001 plus	4 or more days	HHHWQP Committee	12 months	1 March

6.4. How we make decisions

As is current practice, a proposed annual event programme of large and major events will be presented in advance for approval by the Hampstead Heath, Highgate Wood and Queen's Park Committee following consultation with the Hampstead Heath Consultative Committee. Similarly, an annual report reviewing the events programme will be presented to both Committees at the end of each year and will include recommendations for the following year.

Proposals for events that are received after the annual event programme report to Committee will be assessed by the Officer Event Group and referred to the Superintendent and/or Committee, as appropriate, in accordance with the thresholds described in Table 1. The Superintendent may choose to refer any medium or smaller event proposal to the Hampstead Heath, Highgate Wood and Queen's Park Committee for decision, for example where the proposal is unprecedented or unusual.

The Hampstead Heath Consultative Committee will automatically be consulted on any event proposal that is referred to the Hampstead Heath, Highgate Wood and Queen's Park Committee for decision. The Superintendent may also choose to consult the Hampstead Heath Consultative Committee on medium and smaller events. Such consultation may be by email or post.

6.5. Criteria for events at Hampstead Heath

When considering an event application, we will consider how effectively the proposal aligns with the following criteria:

- Aligns with the Heath Vision and strategic outcomes for Hampstead Heath.
- Is appropriate for the proposed location and complies with the Open Spaces Departmental Events Policy Parts One and Two.
- Is high quality and includes an event plan which sets out minimum standards for achieving a successful, safe and well-executed event.
- Is sustainable and based on a strong business case.
- Offers quality and memorable experiences for visitors and participants that connect people with Hampstead Heath and local community.
- Identifies and delivers added value for social inclusion.
- Promotes the Heath Vision values of shared stewardship and collective responsibility.

The performance of the event organiser throughout the event planning stages and delivery will be monitored and reviewed. This performance will be considered when assessing future event applications.

7. Charges for Events

The types of charges applicable will be determined in accordance with the charging policy set out in Section 7.1. The rates charged will be in accordance with the Hampstead Heath Schedule of Fees and Charges which is revised and approved by the Hampstead Heath, Highgate Wood and Queen's Park Committee annually.

Commercial events

Commercial events will be charged in accordance with the structure set out in Section 7.1.

Community and charitable events

The City of London proudly supports community and charitable events at Hampstead Heath. Charity and community events will be assessed to determine an appropriate reduction or waiver of charges. Generally, the Hire Charge will be waived for community events. Additional discretionary discounts may be applied.

7.1. Charging policy for events

Application fee: A non-refundable application charge will apply for all event applications to cover the administrative costs of determining event applications.

Remediation deposit: A remediation deposit may be required, in advance, for each event. The type and size of the event and consideration of any potential remediation works will be relevant to the deposit required. The deposit will be used to fund any remediation works required and any additional costs incurred by the City of London for which the event organiser did not pay a charge.

The cost of any remediation works will be deducted from the deposit before it is returned. Should the deposit not be sufficient to pay for the remediation works and related additional costs incurred by the City of London, the event organisers will remain liable for the same.

Hire charge: A hire charge may be applied to events to reflect the value of hiring this unique outdoor space to event organisers. Days associated with set-up and break-down in addition to the duration on the event will be charged for to offset the loss of amenity for that period.

A holding deposit is included within the hire charge to secure an event location on a specific day. Late cancellation may result in the forfeit of this deposit.

Service charge: Where services are provided by City of London to support events, the cost of those services will be borne by the event organiser. Rates for services that require staff time or equipment and other services, such as waste disposal, will be based on full cost recovery, as set out in the annual Hampstead Heath Schedule of Fees and Charges.

Environmental impact: This is an upfront charge for events that are likely to have a non-permanent environmental impact. Generally, this charge will be applied to events in Location Zone C.

Donation: Event organisers may wish to make additional voluntary contributions to the Hampstead Heath registered charity (Number 803392) to support the cost of managing Hampstead Heath.

8. Cancellation

The Open Spaces Events Policy Part One sets out the Cancellation Policy. Cancellation periods are specified in Table 2.

Table 2: Event cancellation period

Scale	Total anticipated attendance	Notice given for Cancellation	Refund
Minor	1 – 50	Any period	Full refund*
Small	51 – 500	At least 4 weeks Less than 4 weeks	Full refund* Minus 25% of deposit
Medium	501 – 2000	At least 2 months Less than 2 months	Full refund* Minus 25% of deposit*
Large	2001 - 5000	At least 2 months Less than 2 months	
Major	5001 plus	At least 4 months Less than 4 months Less than 4 weeks	Full refund* Minus 50% of deposit* No refund

*minus application fee and City of London reimbursable costs

9. Review

An initial review of this Policy will be undertaken following the first 12 months of its adoption. Subsequent reviews will be undertaken at least every three years, as set out in the Open Spaces Departmental Events Policy Part One. The Superintendent may request a review within that period as appropriate.

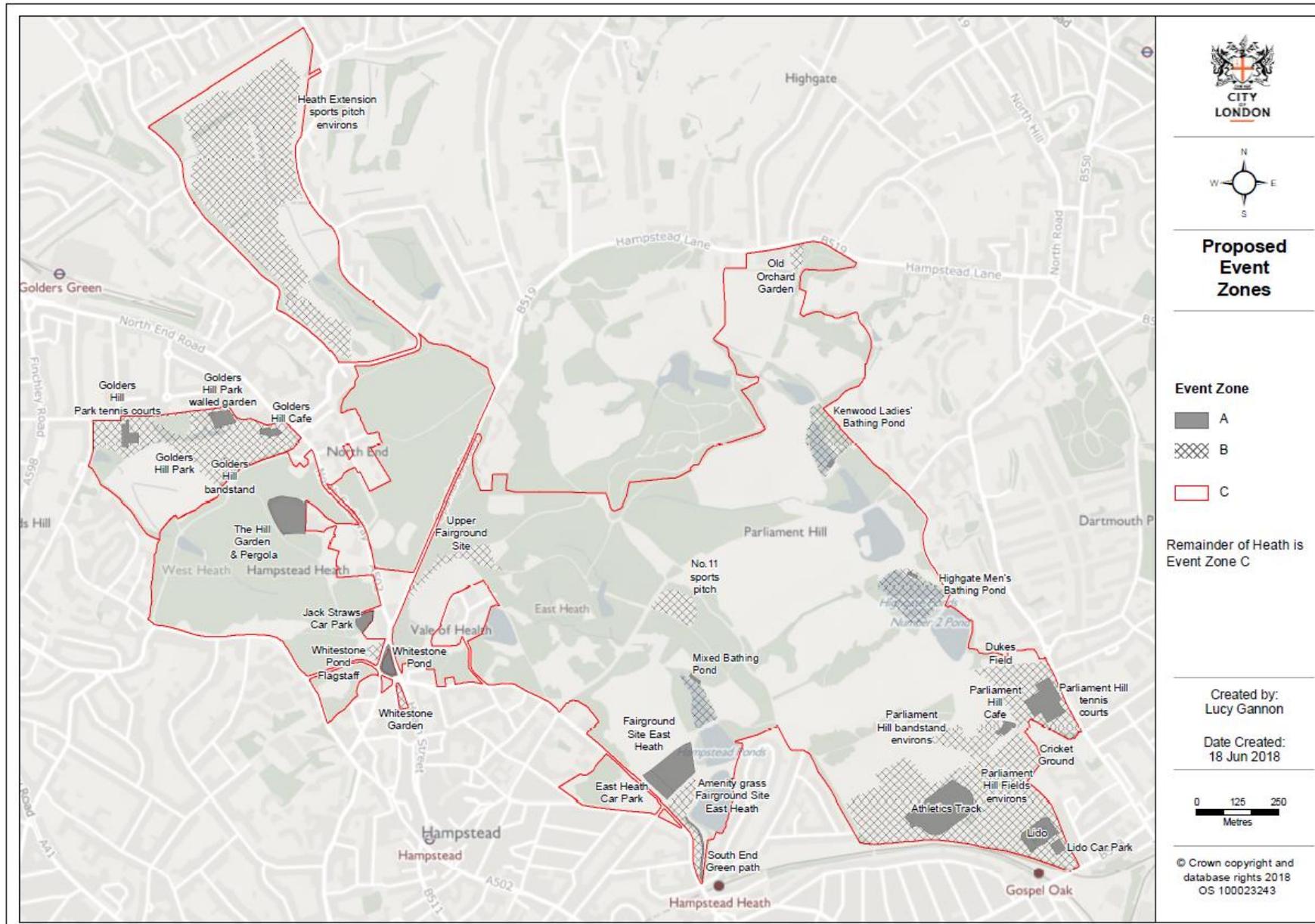
Any revisions to this Policy will be submitted for approval by the Hampstead Heath, Highgate Wood and Queen's Park Committee in consultation with the Hampstead Heath Consultative Committee.

10. Appendices

10.1. Appendix 1 Schedule of Locations:

Proposed Schedule of Locations for Hampstead Heath Events

Location description	Event Zone	Local Authority
Lido	A	Camden
Lido Car Park	A	Camden
Athletics Track	A	Camden
Parliament Hill tennis courts	A	Camden
Parliament Hill Cafe	A	Camden
Parliament Hill bandstand	A	Camden
Parliament Hill Fields Cricket Ground	B	Camden
Parliament Hill Fields environs	B	Camden
Parliament Hill bandstand environs	B	Camden
Dukes Field	B	Camden
Fairground Site East Heath	A	Camden
East Heath Car Park	A	Camden
Amenity grass Fairground Site East Heath	B	Camden
South End Green amenity grass	B	Camden
South End Green path	A	Camden
Mixed Bathing Pond	B	Camden
Highgate Men's Bathing Pond	B	Camden
Kenwood Ladies' Bathing Pond	B	Camden
Old Orchard Garden	B	Camden
No.11 sports pitch	B	Camden
Upper Fairground Site	B	Camden
Whitestone Garden	B	Camden
Whitestone Pond	A	Camden
Whitestone Pond Flagstaff	B	Camden
Jack Straws Car Park	A	Camden
The Hill Garden & Pergola	A	Camden
Golders Hill Cafe	A	Barnet
Golders Hill bandstand	A	Barnet
Golders Hill Park walled garden	A	Barnet
Golders Hill Park tennis courts	A	Barnet
Golders Hill Park	B	Barnet
Heath Extension sports pitch environs	B	Barnet
Wider area of Hampstead Heath	C	various



10.2. Legislative Framework

Hampstead Heath legislative framework

The City of London has powers and duties under various Acts of Parliament, primarily set out in the London Government Reorganisation (Hampstead Heath) Order 1989, to manage Hampstead Heath, protect it as a public open space and host certain types of events. The provisions that are most relevant to this Policy are summarised below.

Under the Hampstead Heath Act 1871 the City of London:

- Must forever keep the Heath open, unenclosed, and unbuilt upon (subject to certain exceptions) and protect the Heath, and preserve it as an open space (section 12).
- Must at all times preserve, as far as may be, the natural aspect and state of the Heath, and to that end must protect the turf, gorse, heather, timber and other trees, shrubs and brushwood (section 16).
- May drain, level and improve the Heath, as far only as in the City's judgment from time to time is required, with a view to its use for purposes of health and unrestricted exercise and recreation (section 15).

Under article 7 of the Greater London Parks and Open Spaces Order 1967 the City of London may:

- Provide indoor and open air facilities for sport and for any form of recreation whatsoever.
- Provide amusement fairs and entertainments including bands of music, concerts, dramatic performances, cinema exhibitions and pageants.
- Provide exhibitions and trade fairs for the purpose of promoting education, the conservation of the environment, recreation, industry, commerce, crafts or the arts.
- Provide centres and other facilities (whether indoor or open air) for the use of clubs, societies or organisations whose objects or activities are wholly or mainly of a recreational, social or educational character.
- Provide ancillary facilities such as refreshments, platforms, screens, seating, buildings or structures and other apparatus, appliances, equipment or conveniences that are necessary or desirable.
- Set apart or enclose any part of the Heath for these purposes and prevent any person from entering that area, and do such acts and enforce such restrictions or conditions as it considers necessary or desirable.

These powers are subject to certain restrictions including that:

- Where any part of the Heath is set apart or enclosed for the playing of games and that part is not specifically laid out and maintained for that purpose, the power to preclude any person from entering that part shall not apply while it is not in actual use for games.

- The part of the Heath set apart or enclosed for the use of persons listening to or viewing an entertainment (including a band concert, dramatic performance, cinema exhibition or pageant) shall not exceed one-tenth of the Heath.
- Exhibitions and trade fairs must not be held on the Heath on more than 8 Sundays in any year.
- Where providing indoor recreational facilities, or centres and other facilities for the use of clubs, societies or organisations, the City of London must satisfy itself that it has not unfairly restricted the space available to the public for recreation in the open air.
- There are various additional restrictions relating to cinema exhibitions.

Under section 145 of the Local Government Act 1972 the City of London may:

- Provide an entertainment of any nature or facilities for dancing.
- Provide premises suitable for the giving of entertainments.
- Hold exhibitions for the development and improvement of the knowledge, understanding and practice of the arts and the crafts which serve the arts.
- Provide refreshments and programmes, advertise any entertainment, charge for admission and services and do any other incidental things.
- Set apart or enclose any part of the Heath to be used by any other person, on such terms as to payment or otherwise as it thinks fit, and authorise that other person to make charges for admission.

Nothing in this section affects any statutory requirement to obtain a licence for the public performance of a play, the public exhibition of a film, boxing or wrestling entertainments, public music or dancing, or for the sale of alcohol.

Under section 19 of the Local Government (Miscellaneous Provisions) Act 1976 the City of London may:

- Provide such sporting and recreational facilities, whether indoor or outdoor, as it thinks fit.
- Provide premises for the use of clubs or societies having athletic, social or recreational objects.
- Provide such facilities in connection with recreational facilities as it considers appropriate including buildings, equipment, supplies and assistance of any kind, parking spaces and places at which refreshments may be bought from the City of London or another person.
- Contribute towards the expenses incurred by any voluntary (not for profit) organisation or local authority in providing recreational facilities.

City of London Corporation (Open Spaces) Act 2018

As set out in Part One of the City of London Departmental Open Spaces Events Policy, the City of London has recently acquired additional statutory powers to hold events at various open spaces, including Hampstead Heath, under section 7 of the City of London Corporation (Open Spaces) Act 2018. Under this section an “event” means a ceremony, celebration, entertainment or similar occasion, or a conference, an exhibition or the making of a film.

The City of London may:

- Temporarily use or permit others to use land (including buildings) forming part of the Heath for the purposes of an event.
- Provide, or arrange for another person to provide, equipment, facilities or services for the purposes of an event.
- So far as appears necessary in connection with an event, restrict or authorise others to restrict access temporarily to an area forming part of the Heath.
- Charge for the use of part of the Heath, or the provision of services, etc. and charge for, or authorise others to charge for, admission to areas with restricted access.

The City of London must exercise these powers having regard to an events policy prepared in consultation with such persons or bodies as it thinks appropriate. This must include any Committee or Group established by statute for the purpose of consultation about the management of the Open Space – at Hampstead Heath this includes the Hampstead Heath Consultative Committee.

This events policy must, in particular, include the following requirements:

- In deciding whether, and on what terms, to permit an event under this section the City of London must have regard to the character and local environment of the Heath (or the part of the Heath in which the event is to take place).
- Such an event (whether individually or taken together with other events) must not cause material injury to the amenity of the Open Space or significant impairment to the public enjoyment of the Open Space.
- The locations on the Heath to which events are confined must be specified, and structures must not be erected on a part of the Heath which is unbuilt on.
- The frequency and duration of events on the Heath must be limited.

Although, an events policy is only required for events held under the provisions of the City of London Corporation (Open Spaces) Act 2018, for ease of use and consistency, the guidance in this Policy has been produced to cover all relevant events on Hampstead Heath, irrespective of which statutory enabling power is being relied upon.

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Log of changes in reference to Version 5 (HHCC 9 July 2018)

Ref	Version 5	Final (Version 6 - 5 September 2018)	Comment/Response
5 Event Locations	Event Zone C Specialist advice	Amended to: Event applications will be carefully considered in consultation with specialist Officers to define conditions to ensure any potential impacts on the fabric of the site are minimised including measures to protect natural and heritage values , for example, the protection of tree root zones from soil compaction. The preparation of a condition report before and after the event may also be stipulated.	A Member suggested incorporating the word heritage.
6.1 Officer Event Group	Specialist advice	Amended to: Other Officers and/or specialists may provide advice as appropriate to the type of event, Event Zone and potential impacts of the proposed event.	A Member suggested external expert advice may be sought.
6.3 Event scale and approval timeframes	3 options were presented to HHCC	No change to Table 1	The recommended option was supported by most members (Option One – no change to V5).
6.4 How we make decisions	Slight variation on suggested wording from Advisory Group member.	Amended to: As is current practice, a proposed annual event programme of large and major events will be presented for approval to the Hampstead Heath, Highgate Wood and Queen’s Park Committee following consultation with the Hampstead Heath Consultative Committee. Similarly, an annual report reviewing the events programme will be presented to both Committees at the end of each year and will	A Member noted that his suggested wording for 6.4 had not been fully included.

		include recommendations for the following year.	
6.5 Criteria for events at Hampstead Heath		Amended to include: Officers will monitor and review the performance of the event organiser throughout the event planning stages and delivery. Notes will be made where an event organiser has performed poorly so that this can be considered should future event applications be received.	A Member recommended adding a point to the criteria listed in 6.5 that events will be reviewed after it has taken place and the quality/success will be used as a deciding factor for events in future.
Appendix 1 - Event Schedule of Locations	Map	No change. The map will be available on line and able to be viewed at an increased scale.	It was recommended that a larger map be used with clearly defined lines.

Committee:	Date:
Hampstead Heath, Highgate Wood & Queen's Park	5 September 2018
Subject: Hampstead Heath, Highgate Wood and Queen's Park Risk Management	Public
Report of: Director of Open Spaces	For Decision
Report Author: Gerry Kiefer, Business Manager	

Summary

This report provides the Hampstead Heath, Highgate Wood & Queen's Park Committee with an update on the management of risks undertaken by the Open Spaces Department and the Hampstead Heath, Highgate Wood, and Queen's Park Division. Risk is reviewed regularly by the Department's Senior Leadership Team as part of the ongoing management of the operations of the Department. It is also reviewed regularly by the Management Team at Hampstead Heath, Highgate Wood and Queen's Park.

The Department has previously reported on seven Departmental Risks. On 16 July 2018 The Open Spaces and City Gardens Committee received and agreed the Departmental risk management report which identified nine Departmental Risks.

This Committee is responsible for two Registered Charities: Hampstead Heath (charity number 803392) and Highgate Wood & Queen's Park Kilburn (charity number 232986). In accordance with the Charity Commission's Statement of Recommended Practice (SORP), Trustees are required to confirm in the charity's annual report that any major risks to which the charity is exposed have been identified and reviewed and that systems are established to mitigate those risks. Using the corporate risk register guidance, the management of these risks meets the requirements of the Charity Commission.

There are nine risks managed by the Superintendent of Hampstead Heath, Highgate Wood & Queen's Park. Five of the risks are reported amber and four green. None of the risks are reported red.

Recommendation

Members are asked to:

- Approve the Hampstead Heath, Highgate Wood and Queen's Park risk register included at Appendix 2.
- Agree the removal of the three static 'green' risks from future risk reports to this Committee, as proposed in paragraph 13.
- Note the Corporate Risk Matrix at Appendix 1 and the Hampstead Heath, Highgate Wood & Queen's Park Current and Target Risk Grid at Appendix 3.

Main Report

Background

1. The Open Spaces Department's risk registers conform to the City's corporate standards as guided by the Risk Management Strategy 2014, and all of our Departmental and Divisional Risks are registered on the Pentana Risk Management System.
2. The Open Spaces Department manages risk through a number of processes including: Departmental and Divisional risk registers, the Departmental Health and Safety Improvement Group, Divisional Health and Safety Groups and Risk Assessments. Departmental Risks are reviewed by the Department's Senior Leadership Team on a regular basis and Divisional Risks by Divisional Management Teams.
3. The Charity Commission requires Trustees to confirm in the charity's annual report that any major risks to which the charity is exposed have been identified and reviewed and that systems are established to mitigate those risks. These risks are to be reviewed annually. Each Open Spaces Committee is presented with relevant risk registers to fulfil this requirement.

Current Position

4. On 16 July 2018 the Open Spaces and City Gardens Committee received and agreed the Departmental Risk Register which identified nine Departmental Risks:
 - OSD 001 - Health and Safety (amber, score 6)
 - OSD 002 - Extreme Weather (amber, score 6)
 - OSD 004 - Poor repair and maintenance of buildings (amber, score 12)
 - OSD 005 – Pests and Diseases (amber, score 12)
 - OSD 006 - Impact of development (red, score 16)
 - OSD 007 – Maintaining the City's water bodies (red, score 16)
 - OSD TBM 001 – The effect of terrorism on the tourism business at Tower Bridge and Monument (amber, score 12)
 - OSD 008 - IT System Failure (amber, score 8)
 - OSD 009: Reputational Risk associated with efficiency improvements arising out of the Open Spaces Act (amber, score 6)

Hampstead Heath, Highgate Wood and Queen's Park Risks

5. There are nine risks identified across Hampstead Heath, Highgate Wood and Queen's Park. These are:
 - OSD NLOS 001: Delivering the Divisional Road Map for Projects and Programmes (green, score 4)
 - OSD NLOS 002: Outbreak of Fire in Woodland / Heathland (amber, score 6)
 - OSD NLOS 003: Extreme Weather Events (amber, score 6)
 - OSD NLOS 004: Plant and Tree Disease (amber, score 8)
 - OSD NLOS 006: Ensuring the Health and Safety of staff, contractors, visitors and volunteers (green, score 4)

- OSD NLOS 007: Hampstead Heath Water bodies including Bathing Ponds (amber, score 8)
 - OSD NLOS 008: Maintenance of Divisional buildings and equipment (green, score 2)
 - OSD NLOS 010: Golders Hill Park Zoo & Queen's Park Farm (green, score 4)
 - OSD NLOS 011: Impact of housing and population and transport increase (amber, score 12)
6. There are currently five amber risks and four green risks. There are currently no red risks.
 7. Three of the current risks scores have increased:
 - NLOS 004 from 6 (amber) to 8 (amber)
 - NLOS 007 from 6 (amber) to 8 (amber)
 - NLOS 002 from 4 (green) to 6 (amber).
 8. Three of the current risks scores have decreased:
 - NLOS 001 from 4 (green) to 2 (green)
 - NLOS 006 from 6 ((amber) to 4 (green) and
 - NLOS 008 from 4 (green) to 2 (green).
 9. The target risk score for three of the risks is amber and for the remaining six they are green.
 10. Three target risk scores have increased:
 - NLOS 003 from 4 (green) to 6 (amber)
 - NLOS 004 from 6 to 8 (both amber)
 - NLOS 006 from 2 to 4 (both green)
 11. One target risks score has decreased:
 - NLOS 008 from 4 to 2 (both green)
 12. The detail of the individual risks is shown in Appendix 2. This also shows the actions that are being undertaken to reduce the current risk score to the target risk score.

Proposal

13. It is proposed that the following three risks are removed from future Committee reports. The current risk score for all of these is 'green' and the target risk score is the same as the current risk score. Details regarding these risks are included in Appendix 2. These risks will continue to be monitored and assessed. If there are any changes which result in an amber or red assessment, then reporting will be reinstated.

Risk	Reason for removal from Divisional Risk Register
OSD NLOS 001 Delivering the Divisional Road Map for Projects and Programmes	Current risk is green (2). Target risk is green (2) Savings identified through the SBR process have been made. Where appropriate, project and programmes Boards have been, or are in the process of being closed down as their purpose has been achieved.

Risk	Reason for removal from Divisional Risk Register
OSD NLOS 008 Maintenance of Divisional buildings and equipment	Current risk is green (2). Target risk is green (2) Effective City Surveyor & Open Spaces Department Client Liaison meetings take place regularly. Skanska performing better than former contractor. Unlikely to reduce the current and target risk any further.
OSD NLOS 010 Golders Hill Park Zoo and Queen's Park Farm	Current risk is green (4). Target risk is green (4) Structures and processes in place. Additional staff have relevant qualifications to cover when staff vacancies arise

Corporate & Strategic Implications

14. The Departmental and Divisional risk registers will help us achieve the Corporate Plan 2018 – 2023 aim to:
- Shape outstanding environments
15. Within which they will help deliver the outcomes:
- We have clean air, land and water and a thriving and sustainable natural environment.
 - Open spaces are secure, resilient and well-maintained.
16. The Departmental Risk Register reflects the risks associated with delivering the Open Spaces Department's Business top line objectives and associated outcomes:
- A. Open spaces and historic sites are thriving and accessible.
 - B. Spaces enrich people's lives.
 - C. Business practices are responsible and sustainable.

Conclusion

17. The need to systematically manage risk across the Department and at a Divisional level for Hampstead Heath, Highgate Wood and Queen's Park is addressed by the production of this Risk Register, as too are the requirements of the Charity Commission. This document will inform the collective risk across the Department's business activities.

Appendices

- Appendix 1 – Corporate Risk Scoring Grid
- Appendix 2 – Hampstead Heath, Highgate Wood and Queen's Park Divisional Risk Register
- Appendix 3 – Matrix to show current and target risks on the Corporate Risk Scoring Grid

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Appendix 1:

City of London Corporation Risk Matrix

Note: A risk score is calculated by assessing the risk in terms of likelihood and impact. By using the likelihood and impact criteria below (top left (A) and bottom left (B) respectively) it is possible to calculate a risk score. For example a risk assessed as Unlikely (2) and with an impact of Serious (2) can be plotted on the risk scoring grid, top right (C) to give an overall risk score of a green (4). Using the risk score definitions bottom right below, a green risk is one that just requires actions to maintain that rating.

Likelihood criteria

	Rare (1)	Unlikely (2)	Possible (3)	Likely (4)
Criteria	Less than 10%	10 – 40%	40 – 75%	More than 75%
Probability	Has happened rarely/never before	Unlikely to occur	Fairly likely to occur	More likely to occur than not
Time Period	Unlikely to occur in a 10 year period	Likely to occur within a 10 year period	Likely to occur once within a one year period	Likely to occur once within three months
Numerical	Less than one chance in a hundred thousand (<10-5)	Less than one chance in ten thousand (<10-4)	Less than one chance in a thousand (<10-3)	Less than one chance in a hundred (<10-2)

Page 1

Impact Criteria

Impact Title	Definitions
Minor (1)	Service delivery/performance: Minor impact on service, typically up to one day. Financial: financial loss up to 5% of budget. Reputation: Isolated service user/stakeholder complaints contained within business unit/division. Legal/statutory: Litigation claim or find less than £5000. Safety/health: Minor incident including injury to one or more individuals. Objectives: Failure to achieve team plan objectives.
Serious (2)	Service delivery/performance: Service disruption 2 to 5 days. Financial: Financial loss up to 10% of budget. Reputation: Adverse local media coverage/multiple service user/stakeholder complaints. Legal/statutory: Litigation claimable fine between £5000 and £50,000. Safety/health: Significant injury or illness causing short-term disability to one or more persons. Objectives: Failure to achieve one or more service plan objectives.
Major (4)	Service delivery/performance: Service disruption > 1 - 4 weeks. Financial: Financial loss up to 20% of budget. Reputation: Adverse national media coverage 1 to 3 days. Legal/statutory: Litigation claimable fine between £50,000 and £500,000. Safety/health: Major injury or illness/disease causing long-term disability to one or more people objectives: Failure to achieve a strategic plan objective.
Extreme (8)	Service delivery/performance: Service disruption > 4 weeks. Financial: Financial loss up to 35% of budget. Reputation: National publicity more than three days. Possible resignation leading member or chief officer. Legal/statutory: Multiple civil or criminal suits. Litigation claim or find in excess of £500,000. Safety/health: Fatality or life-threatening illness/disease (e.g. mesothelioma) to one or more persons. Objectives: Failure to achieve a major corporate objective.

Risk Scoring Grid

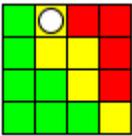
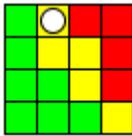
		Impact			
		Minor (1)	Serious (2)	Major (4)	Extreme (8)
Likelihood	X				
	Likely (4)	4 Green	8 Amber	16 Red	32 Red
	Possible (3)	3 Green	6 Amber	12 Amber	24 Red
	Unlikely (2)	2 Green	4 Green	8 Amber	16 Red
	Rare (1)	1 Green	2 Green	4 Green	8 Amber

Risk Definitions

RED	Urgent action required to reduce rating
AMBER	Action required to maintain or reduce rating
GREEN	Action required to maintain rating

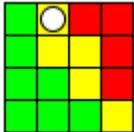
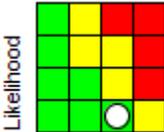
This is an extract from the City of London Corporate Risk Management Strategy, published in May 2014

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Risk no, Title, Creation date, Owner	Risk Description (Cause, Event, Impact)	Current Risk Rating & Score		Risk Update and date of update	Target Risk Rating & Score		Target Date	Current Risk score change indicator
OSD NLOS 004 Plant and Tree Disease	<p>Causes: Inadequate biosecurity, buying of infected trees, plants or animals, spread of windblown oak processionary moth (OPM) from adjacent sites</p> <p>Event: Tree disease including Massaria, Ash Die Back, Oak Processionary Moth. Sites become infected by animal, plant or tree diseases</p> <p>Impact: Service capability disrupted, Public access to sites restricted, tree decline, reputational damage, substantial cost of removal of OPM, risk to human health from OPM</p>	 <p>Likelihood</p> <p>Impact</p>	<p>8</p>	<p>The current risk score has increased slightly due to the increase in tree disease. Arborists continue to monitor pest and tree disease.</p> <p>The target score has increased from 6 to 8 in recognition that we are managing the situation and that the spread of OPM is a regional issue that has implications on our resources and the media associated with OPM and other pests and diseases.</p> <p>Additional Tree pests & disease we actively managed across the division;</p> <ul style="list-style-type: none"> • Massaria disease of London plane – <i>Splanchnonema platani</i> • Horse Chestnut - bleeding canker - <i>Pseudomonas syringae pv. Aesculi</i> <p>Potential upcoming pests and disease threats to trees in London;</p> <ul style="list-style-type: none"> • Chalara die back of Ash - <i>Hymenoscyphus fraxineus</i> (already on site) • Canker stain of Plane – <i>Ceratocystis platani</i> • <i>Xylela fastidiosa</i> – bacterium affecting a wide range of host plants • <i>Phytophthora ramorum</i> – (within Epping Forest affecting larch, rhododendron) • Sweet chestnut blight - <i>Cryphonectria parasitica</i>. • Emerald ash borer - <i>Agrilus planipennis</i> 	 <p>Likelihood</p> <p>Impact</p>	<p>8</p>	<p>31-Mar-2019</p>	

10-Aug-2015 Bob Warnock				16 – August 2018				Increasing
Action no, Title,	Description	Latest Note			Action owner	Latest Note Date	Due Date	
OSD NLOS 004 a Tree and Plant Procurement	Sourcing of plants / trees through approved suppliers. Review six monthly	Ongoing - Given the identification of OPM on sites, staff are actively monitoring and responding to items as they arise.			Richard Gentry	16 – AUG - 2018	31-MAR-2020	
OSD NLOS 004 b OPM monitoring	Trained Arboricultural contractors carrying out spraying of Oak in previously infected areas	<p>OPM discovered on site. Working with forestry commission to monitor. Nests removal across division has taken place with approved contractor</p> <p>Current tree and nest count for 2018 as of 05/07/2018</p> <ul style="list-style-type: none"> • HH: 504 trees & 1123 nests • HW: 23 trees & 45 nests • QP: 3 trees & 4 nests <p>Nest removal has financial impact on the operational budget across the division.</p>			Richard Gentry	16 – AUG - 2018	31-MAR-2020	

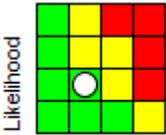
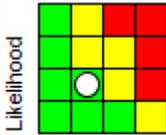
Page 6

Risk no, Title, Creation date, Owner	Risk Description (Cause, Event, Impact)	Current Risk Rating & Score		Risk Update and date of update	Target Risk Rating & Score		Target Date	Current Risk score change indicator
OSD NLOS 007 Hampstead Heath Water bodies including Bathing Ponds	<p>Cause: Improper use of water bodies. Members of the public swimming in unauthorised areas. Swimming outside of designated zones/times. Swimmers fail to pay attention to acclimatisation requirements. Insufficient signage, poor maintenance of banks</p> <p>Event: Death or serious injury of member of public, contractor or staff in ponds. Unable to effect safe rescue of swimmer/person in pond.</p> <p>Impact: Possible legal challenge. Emotional impact on staff. Reputational risk. Financial penalty</p>	<p>Likelihood</p>  <p>Impact</p>	8	<p>Current score reflects the recent heatwave experienced on across the Division.</p> <p>Risk remains due to the number of water bodies within the open space.</p> <p>Evident that hot weather invites visitors to step in to water bodies that do not have lifeguards, placing additional pressure on staff to ensure people are safe and removing people from those water bodies.</p>	<p>Likelihood</p>  <p>Impact</p>	4	31-Oct-2018	↑

10-Aug-2015 Bob Warnock				A media campaign through social media has alerted visitors to risk. Additional signage has been used at swimming facilities, e.g. informing of early closure, or no swimming from banks. Facilities have used stewards to assist with queue management 16-AUG-18				Increasing
Action no, Title,	Description	Latest Note			Action owner	Latest Note Date	Due Date	
OSD NLOS 007 a Training	Training for lifeguards Training is ongoing activity Review annually	Ongoing -Training needs and requirements are identified in staff performance reviews and 1:1 meetings throughout the year.			Richard Gentry	16-AUG-18	31-Mar-2019	
OSD NLOS 007 b Signage	Appropriate signage at ponds Weekly - Signage is checked as part of Ranger duties, this includes checking gates are locked and life rings are in place - ongoing Date of next review – November 2016	Constant – Signage is checked by Ranger team as part of their weekly patrols and defects reported for repair or replacement.			Bob Warnock	16-AUG-18	31-Mar-19	
OSD NLOS 007 c Safety equipment	Safety equipment accessible at ponds Weekly - Checks are carried out by life guards within their facilities Monthly – Safety equipment is checked as part of Ranger duties.	Ongoing actions			Bob Warnock	16-AUG-18	31-Mar-19	

Risk no, Title, Creation date,	Risk Description (Cause, Event, Impact)	Current Risk Rating & Score	Risk Update and date of update	Target Risk Rating & Score	Target Date	Current Risk score
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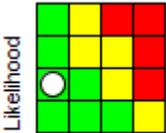
		discarded cigarettes, barbeques etc.			
OSD NLOS 002 b Emergency Action Plan	Review EAP - Review carried out annually or following incident if appropriate. Next review date September 2018	Review and update continues annually or after an emergency event.	Richard Gentry	16/08/18	30/09/19

Risk no, Title, Creation date, Owner	Risk Description (Cause, Event, Impact)	Current Risk Rating & Score		Risk Update and date of update	Target Risk Rating & Score		Target Date	Current Risk score change indicator
OSD NLOS 006 Ensuring the Health and Safety of staff, contractors, visitors and volunteers 10-Aug-2015 Bob Warnock	Cause: Poor understanding and/or delivery of Health and Safety policies, procedures and safe systems of work; inadequate training; failure to implement results of Divisional H & S Audits; dynamic risk assessments not undertaken. Security, antisocial behaviour, dealing with members of the public. Event: Staff or contractors undertake unsafe working practices Impact: Death or injury of a member of staff, contractor or a member of the public, reputational damage; financial penalty	 Likelihood Impact	4	Current risk has reduced from 6 to 4. Division continue to hold H & S meetings. Staff updated in toolbox / team talks on Dept / Divisional H & S matters. Online e-learning and training sessions attended by staff, e.g. Mental Health Awareness, Fire Safety. Future meetings are scheduled with officers and diarised within the Division: 16/08/18	 Likelihood Impact	4	31-MAR-2019	↓ Decreasing
Action no, Title,	Description	Latest Note			Action owner	Latest Note Date	Due Date	
OSD NLOS 006 a Annual H & S site Audits	Continue with annual H & S site Audits Sites will carry out audits by peers from within Division Next audit will take place in August 2016	Ongoing item.			Richard Gentry	16-AUG-18	31-Dec-2022	
OSD NLOS 006 b Quarterly Divisional H &	Divisional H & S meetings take place. Staff informed, consulted and updated on H & S matters	Ongoing item.			Richard Gentry	16-AUG-18	14-Dec-2022	

S Meetings					
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Risk no, Title, Creation date, Owner	Risk Description (Cause, Event, Impact)	Current Risk Rating & Score		Risk Update and date of update	Target Risk Rating & Score		Target Date	Current Risk score change indicator
OSD NLOS 010 Golders Hill Park Zoo and Queens Park Farm 03-Jun-2016 Bob Warnock	Cause: Non compliance with zoo licensing legislation, failing to follow best practice, failing to have sufficient and suitably qualified staff Event: Animal mortality, increase of animal disease, possible infection to human beings Impact: Adverse publicity, legal challenge, fines and prosecution	 Likelihood Impact	4	Scores remain unchanged. No welfare / ethical issues reported. Zoo Ethics Group continues to meet. Supt. updates members on progress with Farm / Zoo development project.	 Likelihood Impact	4	31-MAR-19	 Constant
				Following the departure of the Zoo team leader, the post is being covered under a secondment by a qualified member of staff. Good progress has been made with the redevelopment of the Farm at queen's Park. 16/08/18				
Action no, Title,	Description	Latest Note			Action owner	Latest Note Date	Due Date	
OSD NLOS 010 a Facilities operated by appropriate staff	Recruiting to Senior Zoo Keeper and Engagement Officer. Training delivered for Queens Park team in basic animal husbandry to support ongoing management of the Farm Staff from Queen's Park providing support at the zoo with support of casual staff.	Senior position at Golders Hill is being covered under a secondment following the departure of the previous senior zoo keeper.			Richard Gentry	16/08/18	31-MAR-19	
OSD NLOS 010 b Expert advice and guidance	Zoo Ethics meeting twice a year with vets visits to zoo and farm also twice a year Attendance at meeting by Local Authority Zoo Licence Inspector offering support and guidance	ONGOING - Advice and guidance is sought from local vets or the appointed professional veterinary contractor.			Richard Gentry	16/08/18	31-MAR-19	

	Daily activities undertaken to ensure compliance with required zoo licence				
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Risk no, Title, Creation date, Owner	Risk Description (Cause, Event, Impact)	Current Risk Rating & Score		Risk Update and date of update	Target Risk Rating & Score		Target Date	Current Risk score change indicator
OSD NLOS 001 Delivering the Divisional Road Map for Projects and Programmes 16-Aug-2015 Bob Warnock	Causes: A gap of appropriate skill sets to deliver projects; cultural resistance; initial scoping of project outcomes, timescales and deliverables. Event: The Division is unable to deliver its agreed roadmap projects and programmes in agreed timescales or achieving agreed outcomes Impact: Alternative savings undertaken which may not be consistent with achieving cultural change or improving outcomes.	 Likelihood Impact	2	Current score has reduced from 4 to 2.	 Likelihood Impact	2	31-Mar-2018	 Decreasing
				Three year savings have been achieved through the SBR Process 2015 – 2018). Where necessary, project and programmes have been closed or are in the process of being closed down. 16/08/18				
Action no, Title,	Description	Latest Note			Action owner	Latest Note Date	Due Date	
OSD NLOS 001 a Programme management	Programmes cover period 2015 - 2018. Programme Boards meet regularly - ongoing Projects Officer appointed, Supervisors and Managers have been given support and training. Programmes and Project reporting bi-monthly through highlight reports to Senior Leadership Team and overseen by OSPSU - ongoing Departmental Programmes RAG status progress by exclusion to Open Spaces and City Gardens Committee - ongoing	Savings have been achieved through the SBR process.			Bob Warnock	18-August 2018	31-Mar-2018	

Risk no, Title, Creation date,	Risk Description (Cause, Event, Impact)	Current Risk Rating & Score	Risk Update and date of update	Target Risk Rating & Score	Target Date	Current Risk score
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Committees	Dated:
Hampstead Heath Consultative Committee	09 July 2018
Hampstead Heath, Highgate Wood & Queen's Park Committee	05 September 2018
Subject: Review of the Annual Work Programme January 2017 to March 2018.	Public
Report of: Superintendent of Hampstead Heath	For Information
Report author: Declan Gallagher – Operational Services Manager Jonathan Meares – Highgate Wood, Conservation & Trees Manager	

Summary

This report provides a review of an extended 15 month Annual Work Programme (AWP) carried out on Hampstead Heath from January 2017 until March 2018.

Recommendations

It is recommended that:

- Members of the Hampstead Heath Consultative Committee note the works undertaken in the review period and provide feedback.
- That the views of the Hampstead Heath Consultative Committee are conveyed to the Hampstead Heath, Highgate Wood and Queen's Park Committee at their September meeting.
- Members of the Hampstead Heath, Highgate Wood & Queen's Park Committee note the works undertaken in the review period and provide feedback.

Main Report

Background

1. The January 2017 to March 2018 15 months AWP was discussed with the Hampstead Heath Consultative Committee (HHCC) at their meeting on 7 November 2016 and approved by the Hampstead Heath, Highgate Wood and Queen's Park Committee (HHHWQPC) on 21 November 2016.
2. Traditionally, the AWP has centred on the nature conservation, ecology, trees and the management of the formal areas and sports fields. For completeness, the 2017/18 AWP has been expanded to incorporate all service areas, including the Constabulary, Operational Services, Supports Services, Swimming Facilities, Waste & Recycling and Learning.

Review of 2017/18 Annual Work Programme

Tree Management

3. In an increasing biosecurity focused environment, the Tree Team have needed to prioritise and balance their work activities carefully between Oak Processionary Moth (OPM), tree diseases, veteran tree management, core tree survey works, as well as the operational tree work across the Division.

Biosecurity and tree disease issues

4. The first meeting of the joint City of London and The Royal Parks Biosecurity Working Group was held on 4 October 2017 at The City of London Cemetery and Crematorium. The meeting was chaired by the Director of Open Spaces and the Group has been set up to share expertise and provide mutual support on London's biosecurity tree issues.
5. OPM has continued to develop as a major issue for the Tree Team during the 15 months review period. 64 new trees and approximately 120 nests have been located across the whole of the Heath. 94 Oak trees from 2015-2017 have been sprayed in May with *Bacillus thuringiensis* (or Bt) a Gram-positive, soil-dwelling bacterium, commonly used as a biological pesticide. Nests were removed by contractors in June and July 2017.
6. Massaria, the London plane fungal disease continues to be found during targeted survey and ad hoc inspections. Removal of infected branches is carried out and there has been a focus in the South End Green and Queen's Park geographical area which has a high population of plane trees.
7. Ash Dieback (*Chalara*) monitoring has also been a continual focus in 2017/18. The Tree Team has mapped locations of outbreaks and it has been noted that only sapling trees have been infected to date.

Veteran and ancient trees

8. The Tree Management Officer and the Highgate Wood, Conservation & Trees Manager have continued to promote and develop management of the veteran and ancient trees on Hampstead Heath. The Team have led tree walks for professionals from the USA, Hong Kong, Spain and Poland.
9. A two-year project involving all the City of London Open Spaces Department has led to the creation of veteran tree management demonstration sites for public and professionals to observe. Ten different management techniques are currently being monitored.
10. During the 15 months reporting period, tree re-survey work has been carried out on 240 veterans and added to a veteran tree specific ArborTrack tree management data base.

Core work and tree inspections

11. Tree inspections and tree safety work has been completed for 23 out of 31 zone areas on Hampstead Heath. High and medium risk area zones are the primary focus for the Tree Team. There will be a further focus on inspecting the higher priority 'Low Risk Zones' during 2018 (This is in accordance with the City of London Open Spaces Department Tree Safety Policy.)

12. The Tree Team have continued to undertake external technical works for Local Authorities and Consultants including air-spading, decay detection and compost tea applications. Income generated has been used to subsidise the purchase maintenance of new decay drilling equipment.

Nature Conservation Work

General habitat management

13. The majority of the Conservation AWP has been completed, however, some thistle and bramble control remain outstanding as well as the completion of the grass mowing programme. These have been prioritised in the 2018/19 AWP.
14. Management of invasive species and pest control has been an important element of the Conservation Teams work during the review period. Several problematic invasive species have been controlled including Japanese knotweed, giant hogweed, Himalayan and yellow balsam, creeping thistle, hogweed, blue green algae and the New Zealand pigmy weed.
15. The Orchard Area adjacent to Kenwood staff yard has been fully planted with Hazel saplings and is now managed as a fully functioning coppice. Coppiced material has been utilised across the Open Space Department.
16. The West Heath Sphagnum bog continues to show improvement. Clearance work has been undertaken on a second seepage point, these works showing new sphagnum moss cover where there was previously none.
17. A hundred metres of hedgerow were laid across the Heath with the majority in the Parliament Hill area, along the stream line on the Heath Extension and in Springett's Wood.

Hampstead Heath Ponds Project and related ponds works

18. The Ponds Project restored grassland was monitored by the Heath's Ecologists, and once established several kilometres of fencing was removed by the Conservation Team. In addition, a range of snagging works were completed, including securing timber revetments around the Model Boating Pond and marginal planting has been supplemented where necessary.
19. Top dressing material was applied to some eroded grass areas, such as spillways and earth paths, to give a better mineral soil base. These works will need adding incrementally over time to help establish a strong sward.
20. Oxygen levels across the ponds were monitored in accordance with the annual schedule. A sudden drop in oxygen levels at Golders Hill Park required emergency aeration. A large bloom of filamentous algae formed on the Vale of Health Pond due to the relatively high level of nutrients in the water.
21. Several methods were trialled to reduce the bloom, including aeration, manual removal and jetting by the London Fire Brigade. The possibility of reducing the nutrient levels in the pond, e.g. with the application of Phoslock, a compound which removes phosphorus from the water column, is under consideration.
22. The Fleet Stream has been opened through clearance and coppicing. New pools have been created enhancing the catchment for improved biodiversity.

Grassland management

23. Over 11 hectares of grassland were mown and baled on the Heath during the summer of 2017, considerably more than the 7.3ha cut in 2016 (this excludes the Kenwood Estate cutting of approximately 5ha). Priorities included mowing the restored grassland of the Ponds Project compounds in Pryors and Tumulus Fields, totalling 5.2ha, as well as the 3.8ha of grassland used for the filming of BBC Countryfile *One Man & His Dog*.
24. In addition, all the pond spillways and dams were mown as required before the Reservoirs Inspections in Spring and Autumn 2017. There were difficulties through much of the season with disposal of bales, largely due to resurfacing work at Kenwood Yard causing access and storage difficulties, however, this was mitigated by the creation of an alternative bale storage area on East Heath allowing the Team to complete all of grass cutting the grass cutting programme.

Volunteering

Volunteer sessions

25. There has been a record number of 220 plus registered volunteers across the Open Spaces and activities have now surpassed 12,000 hours for the first time. Weekly practical sessions have been delivered throughout the year at Golders Hill Park, the Hill Garden, East Heath, Heath Extension, Highgate Wood, Kenwood Estate and Parliament Hill.
26. The Conservation Team continued to work closely with Heath Hands. Physical work included gorse and acid grassland management and invasive species control. Heath Hands manage Whitestone Gardens, Athlone House Gardens and the Old Orchard Garden and support Heath staff in managing Athlone House and Keats House Gardens.

Volunteers programmes and projects

27. A Community Heath Project have been launched to help individuals and groups with additional support needs, to get involved in recreation and volunteering across the Open Spaces. Highlights have included 'Confidence on the Heath' for people with learning difficulties, a Women's Walking Group and sessions for Mental Health Support Groups.
28. Open Wednesday walks and drop-in conservation sessions at the Hive have welcomed new visitors. The Weekly Recovery Through Nature Sessions have continued with Phoenix Futures with the assistance of the Heath Ranger Team. Community Heath is kindly supported by the City Bridge Trust and Tesco Bags of Help. The Wild about Hampstead Heath (WaHH) project delivered by Heath Hands since 2015 has engaged over 7,000 visitors on free weekend activities. In addition, volunteers support the Leisure and Events Manager in delivering events on the Heath.
29. Other volunteer programmes delivered during the review period have included ecological topics such as tree and bat identification as well as training in safeguarding and emergency first aid.

30. A successful Hampstead Heath 2018 calendar has been published in partnership with Heath Hands and a local photographer.

Ecological Work

31. A programme to monitor dragonflies was initiated with staff and Heath Hands. The Ecology Team partnered with the Zoological Society of London to monitor hedgehogs in Golders Hill Park with the use of wildlife cameras. A Heath-wide survey is currently being undertaken, and a Heath Ecologist also participated in several educational activities and led a very successful walk for enthusiastic pupils from a local secondary school.
32. The London Bat Group was assisted with several surveys for Nathusius bats, an uncommon species, during which several were caught. A mammal survey was carried out in the Bird Sanctuary, revealing a large population of wood mice as well as field voles and common shrew.

Heath Ranger Team

33. The Heath Ranger Team works covers a large area of the Heath, including East, West and Sandy Heath, the Highgate and Hampstead chain of ponds and the Heath Extension. In addition, to their day to day duties and project work, the Team provide an important weekend emergency tree service for the Division.
34. The Team continue to work closely and collaboratively with the Heath Constabulary on lost children and lost dog incidents, and anti-social behaviour.
35. The Team are frequently called out during the spring and summer months to assist with rescuing injured swans from the Heath Ponds. The Team work closely with a local sanctuary who rehabilitate the swans before release.
36. The Heath Ranger Team play an active role in preventing members of the public swimming in the non-bathing ponds during the summer season. This issue is usually prevalent at the start of the school summer holidays and during particularly hot weather.
37. The Ranger Team in collaboration with the Conservation Team have also managed to deliver some significant landscape projects including the ongoing work to improve the view point at Parliament Hill, reinstatement of memorial benches and vegetation management inside the fencing at South End Green. The Ranger Team have worked alongside the City Surveyor's Department to remove the old wooden fencing and open the "Cathedral sight lines" along this entrance to the Heath.

Parliament Hill and Golder's Hill Park

38. The Gardening, Sports and Recreation Keeping Teams have carried out general grounds maintenance for the formal areas at Parliament Hill Fields, Golders Hill Park, Heath Extension Sports Areas, The Hill Garden & Pergola and Keats House Garden. Collecting litter, cleaning toilets, managing filming and providing a public interface have been important roles undertaken by the Teams who have worked closely with the Heath's Ranger Team.
39. Key projects delivered during the reporting period at Golders Hill Park include installation of a permanent Christmas tree, Swan Pond edge protection and

replanting works, along with the second phase of planting works in the Hill Garden North boundary boarder.

40. At Parliament Hill the Team have carried out snagging works at the landscape improvement works at the Orchard and Swains Lane entrance and reduced hawthorn hedge along Highgate Road by a third in height.

Operational Service Team

41. The Operational Service Team have maintained the Divisions fleet, managed the general stores, whilst overseeing Health & Safety and management of the built assets in conjunction with the City Surveyor's Department.
42. The Team have lead in the reduction in the Heath's fleet and equipment, ensuring purchase of replacement equipment which is sustainable, consistent and in line with the Departmental and Corporate requirements.

Waste and Recycling

43. A review of the service is in progress which will focus on three strands a) public awareness, b) operational improvements and c) cost savings.
44. Challenging targets are being proposed, for example, firstly to reduce general waste volume (500 tonnes per year) by 20% by 2020 and to increase recycling component of general waste, most of which is recyclable materials.

Leisure & Events

45. Installation of solar panels has been completed at the Lido building. The 25Kw system will generate an estimated 22,000Kw per year and costs were £41,000.00. The funds were generated from the sale of surplus plant, machinery and equipment in 2016/17. This work represents Phase 1 with Phases 2 and 3 planned over the next two years. When completed the combined PV installations will reduce electricity demand by up to 30% for the Lido.
46. Weather proofing works started on the South West corner of Lido roof in March 2018 and is due to be completed in May 2018. Rubber Rubaroc surfacing has been procured for the Paddling pools at the Parliament Hill Playground and Lido. The surface is longer lasting, more flexible than paint, has greater slip-resistance and adds cushioning. Theses works been managed by the City Surveyor's Department under the Cyclical Works Programme.
47. The 2017/2018 Hampstead Heath Events Diary has been procured and was published in April 2017. Copies have been distributed to Heath users, libraries, museums and local schools.

Constabulary

48. The Hampstead Heath Constabulary have continued to deliver their Engagement, Education and Enforcement Plan 2015–2018. Through the delivery of this plan the role of the Constabulary has been to:
 - Protect and ensure the safety of persons visiting Hampstead Heath.
 - Protect and ensure the safety of persons that work within the Heath.
 - Work with other Departments and agencies both internal and external to achieve the above objectives.

49. Through engagement the Constabulary Team have focused their efforts on several priority areas which have included public engagement, dog control, cycling and anti-social behaviour. As part of its engagement within the local community, Constables have worked closely with the 19th Islington Scout Group, supporting badge work.
50. The Constabulary Team continue to be regular attendees at both the Highgate and Hampstead Local Safer Neighbourhood Ward Panel meetings, responding to concerns raised which relate to Hampstead Heath.
51. Several projects have been delivered by the Constabulary Team in the reporting period and these include targeted dog control with Constables engaging with both commercial and non-commercial dog walkers, in relation to their responsibility to keep their dog/s under proper control and to ensure that any dog waste is picked up and disposed of appropriately.
52. Constables have worked on cycling operations to ensure cyclists on the Heath are informed and educated as to the correct cycle routes to use.
53. Cycling on non-designated paths across the Heath and dog control are the two greatest concerns expressed by members of the public visiting the Heath.
54. In the previous 15 months the Constabulary Team have been working closely with London Ambulance Service and London Fire Brigade in carrying out training exercises covering water rescue, Nuclear Biological Chemical Decontamination and extraction exercises. This has involved direct operational training and the completion of grid referenced mapping to ensure the Emergency Services are familiar with the layout and access points to the Heath.

Public Sex Environment

55. The Constabulary have continued to work in partnership with the Terrence Higgins Trust (THT) and the Camden LGBT Forum to engage with the users of the Public Sex Environments (PSE) on Hampstead Heath. This is to promote sexual health, drug awareness, reporting crime and to ensure responsible use of these areas.
56. The THT were contracted in 2017/18 to provide specialist outreach support on Hampstead Heath PSE. In this period THT delivered 34 outreach sessions and engaged with 497 service users, averaging 15 users per shift. During the outreach sessions 317 service users have been referred to an appropriate third-party service. In addition to this basic signposting, outreach workers deployed their experience to facilitate more in-depth interactions with service users and made signposting referrals to a range of appropriate local and national third-party agencies.
57. The Constabulary will continue their outreach partnership with the THT and the Camden LGBT Forum in 2018/19.
58. The Hampstead Heath Sexual Activity Working Group will continue to monitor the impact of this outreach work.

Prosecutions

59. The Constabulary Team have successfully prosecuted in relation to 21 offences with fines and costs ranging from £100 to £645 with a total in fines of £4,791.00.

- 8 Dog Control offences
- 11 Cycling offences
- 2 Anti-social Behaviour offences

Enforcement Actions

60. The Constabulary Team have issued 2,120 enforcement actions during the period of this report, these include Formal Written Warnings and stop and accounts for suspicious behaviour.
61. In relation to Car Parking Enforcement, the Constabulary have issued 436 Parking Charge notices during this period.

Incidents

62. Between the period 01/01/17 to 31/03/18 the Constabulary have recorded 2,796 incidents
 - Byelaw: 1,713
 - Misc: 1,002
 - Criminal Offences/ Police Codes: 81
 - Arrests: 12
63. The Constabulary Team have responded to crimes on the Heath, e.g. robberies at Parliament Hill Fields, and patrols have been increased in those areas where an increase in crime has been reported by the Metropolitan Police Service or through local intelligence.
64. 12 arrests have been made by Constables for various offences including failure to give correct details for bye law enforcement to outraging public decency, exposure and theft.
65. Large events have been supported, with Constabulary engaging with our visitors, these include annual fun fairs, circus, Affordable Art Fair and Athletics meetings.
66. The Constabulary continue to maintain a close working relationship with the Metropolitan Police Service and the City of London Police. Constables carry Airwave Radios giving them a direct link to the Metropolitan Police Service control room.
67. A Trigger Event Policy has been rolled out across the Division, supporting strategic planning and the operational effectiveness of how the Division and its resources are managed during those few critical days every year when normal working practices are not sufficient to cope safely with the increase in risk to public safety.
68. The Constabulary Team continue to maintain professional operational effectiveness with regular Officer safety training and medical defib training, sharing intelligence and operational procedures with the Metropolitan Police Service and partner agencies and ensuring the public are given the best possible service.

Drones

69. Following consultation with the HHCC, the Superintendent presented a Drone Guidance document to the HHHWQPC at their July 2017 meeting. Following Committee approval, the Drone Guidance has been made available online on

the City of London, Hampstead Heath web pages and is available upon request in a paper format. Constabulary Officers will refer to this guidance when they engage with drone users.

70. Over the last 18 months the Constabulary have engaged with 4 individuals about the use of drones on Hampstead Heath. However, the Constabulary have noted that there have been occasions when a drone has been seen above the Heath, but the location of the pilot has not been identified.
71. The Civil Aviation Authority have made some changes to the Air Navigation Order and these include the requirement for owners of drones weighing 250 grams or more to register with the Civil Aviation Authority (CAA) and for drone pilots to take an online safety test to ensure the UK's skies are safe from irresponsible flyers. These requirements will come into force on 30 November 2019.
72. The Constabulary will continue to monitor and report on the incidents of drone use on Hampstead Heath.

Support Services

73. The Support Services continue to provide the conduit between a range of City Corporate functions and the Division, for example finance, Human Resources and Business Planning.
74. The overview for sound financial management and compliance, along with a wide range of day to day support for staff has been the heart of the Team's work, along with providing information to visitors, neighbours and Stakeholders.
75. The priorities completed in 2017/18 include the on-going implementation of the Bench Sponsorship Policy and sponsorship scheme, to ensure that the service operates effectively and generates income to support the services provided by the Division, finalising the rollout of the Division's out-of-hours call-out-rota, to ensure effective cover is maintained.

Open Spaces Learning Team

76. Since October 2017, the Open Spaces Learning Team have undergone several staffing changes and the Team is currently at a full complement of 10 full time and 1 part time staff with approximately 25 casual staff, delivering learning programmes and projects on Hampstead Heath, Epping Forest and West Ham Park.
77. The University of Derby have been commissioned to develop an evaluation tool kit to measure the programmes and projects contribute to the learning impact areas of understanding, confidence, well-being, connection and involvement in green spaces. The Team is currently implementing the tool kit with the visitors to the school programme on the Heath.

Schools Service

78. Since the start of the Open Spaces Learning Programme, Hampstead Heath Education Centre has welcomed 15,545 students through its doors, which has far exceeded the target set. An established Team of Education Rangers deliver the schools programme which has been updated and developed in line with the new learning principles for schools. The school learning principles have been developed in consultation with the Team, focusing on development and delivery of learning through active engagement with the unique space and through being

learner-centred in approach in addition to and aligning practices with findings from relevant research.

79. The Head of Learning and the Learning Manager have delivered two workshops, at national and local learning events, to share best practice regarding developing a shared understanding of learning. A new literacy programme has also been developed for the Old Orchard Garden, to increase the number of schools that visit this teaching garden.
80. The funding for the Ponds Education Project has been extended for an additional year from October 2017 by the Policy and Resources Committee. There now is the opportunity to embed all the learning that has been captured over the last three years, and to build our approach to engaging with secondary schools.

Play Service

81. The Adventure Playground and One O'clock Club at the Peggy Jay Centre have continued to receive excellent numbers of visitors, exceeding their targets. To date there have been 17,245 children and 13,391 adults who have visited the One O'clock Club; and 18,428 young people who have taken part in the activities at the Clubhouse. An established Team of Play Rangers support the delivery of play alongside the Play and Learning Officer and a part time Play Learning Assistant.
82. A set of play principles has been developed by the Team outlining the child-centred approach to play, supporting and enriching child development. Inclusive play opportunities which inspire children to connect with green spaces is a focus of the development of the play programme. The play experiences have been diversified and developed to include natural play as well as fun, interactive activities for all.
83. A consultant has been commissioned to develop a concept design for the Adventure Playground and Peggy Jay Centre playground. The Adventure Playground has been prioritised for development this financial year and users have been consulted and attend an engagement event delivered by the designers. Young people made excellent models and provided feedback to the designers to incorporate into the next stage of the design. A 3D model and costed design for the Adventure Playground is being prepared. It is anticipated that the project will be tendered over summer 2018. Fundraising for the development of the Peggy Jay Centre playground will be a priority in the next financial year.

Green Talent

84. The Green Talent Programme has exceeded its targets for working with young people who are furthest from education or employment, providing facilitated opportunities for participants to reflect on and build skills relevant to their career aspirations. To date there have been 114 young people participating in longer term work experience placements. Four local Pupil Referral Units have participated in 26 week programmes, which enable participants to recognise and develop their individual talents and skills, and to explore careers in the environmental and green space sector, including conservation, leisure and education.
85. Green Talent has recently been nominated for a Horticulture Week Custodian Award for Best Community Initiative. The programme has been accredited

through an education charity and awarding organisation. The qualification is flexible and multi-level qualification in land-based sector vocational training.

86. The young people taking part in Green Talent will now be able to obtain credits for their work, which will help them and others to recognise their achievements. A shorter work experience programme has also been established and is in popular demand with local schools. The programme links to the work of a variety of Teams on the Heath, including education, play, conservation and recreation. This programme is currently being considered as a standardised approach to work experience across the Division. In addition, 13 one day career taster events have been delivered and 114 young people participated in a one-day career taster.

Playing Wild

87. The Playing Wild project is on track with reaching its targets. To date 1,233 participants have engaged in 58 natural play events and 13 bespoke events have been delivered. Monthly natural play events occur in Queen's Park and there is a weekly programme of events planned for the summer holidays on Hampstead Heath as well as in Queen's Park. A local early year's group have recently taken part in a series of natural play sessions on the Heath as part of the Playing Wild Project. Playing Wild has also supported wider Heath events such as the 'Give it Go' festival and Queen's Park Day.
88. The first self-guided play trail for Parliament Hill Fields is now available online. The trails incorporate activities and games encouraging families to explore the Heath independently. Play trails for Queen's Park, Golders Hill Park, Kenwood and East Heath are currently being developed.

Learning volunteers

89. The Playing Wild Project has engaged with eight volunteers and the schools programme has engaged two volunteers to assist with implementing the new evaluation tool kit.

Consultation

90. In addition, Members are updated in the site walks on completed and progressing works.

Corporate & Strategic Implications

91. The AWP supports two of the three aims set in the City of London Corporate Plan 2018-23, contribute to a flourishing society (1-4) and Shape outstanding environments (9-12).
92. Also, the AWP meets the three objectives and outcomes set out in the Open Spaces Business Plan 2018-19 (a) Open spaces and historic sites are thriving and accessible, (b) Spaces enrich people's lives and (c) Business practices are responsible and sustainable.

Implications

93. The costs of implementing this comprehensive AWP has been met primarily through the Superintendent's Local Risk Budget which requires effective prioritisation of resources and funding.

Conclusion

94. The successful delivery of the 2017/18 AWP has been a significant milestone in implementing the new Divisional Management Framework.
95. A number of incomplete projects from the 2017/18 AWP have been carried forward into the 2018/19 AWP. Notably this includes bramble control across the Heath, the Golders Hill Park log garden and entrance improvement works at Nassington Road.
96. Members are asked to note the works undertaken in 2017/18 and provide feedback to the Superintendent.

Background Papers

Review of Annual Work Programme 2016 and the Proposed Annual Work Programme and Projects Plan for Jan 2017 to March 2018 (November 2016).

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Committee(s)	Dated:
Hampstead Heath, Highgate Wood & Queen's Park Committee	5 September 2018
Subject: Revenue Outturn 2017/18 – Hampstead Heath, Highgate Wood and Queen's Park	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 better than budget position of £288,000 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			
<i>Expenditure</i>	(6,784)	(6,899)	(115)
<i>Income</i>	1,498	1,566	68
City Surveyor	(2,111)	(1,644)	467
Central Risk	869	820	(49)
Recharges	(1,351)	(1,434)	(83)
Total	(7,879)	(7,591)	288

The Director's deficit budget variance of £47,000 (Local Risk) is mainly due to a £85,000 worse than budget position at Hampstead Heath, most of which relates to an overspend in supplies and services off-set by an increase in income, further detail can be found in paragraph 4a). This worse 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 City Surveyor had a better than budget position of £467,000, further detail can be found in paragraph 4b). There was also an increase of £83,000 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 Hampstead Heath, Highgate Wood & Queen's Park services overseen by your Committee received in November 2017 was £7.876M. This budget was endorsed by the Court of Common Council in March 2017 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 £7.591M, a favourable budget variance of £288,000 compared with the final agreed budget. This was a result of a better than budget position of City Surveyors expenditure and additional income generated at Hampstead Heath.
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.

Hampstead Heath, Highgate Wood, and Queen's Park
Comparison of 2017/18 Revenue Outturn with Final Agreed
Budget

		Original Budget £000	Final Agreed Budget £000	Revenue Outturn £000	(Increase) Decrease £000	Reason*
LOCAL RISK						
Director of Open Spaces						
Hampstead Heath	Expenditure	(5,443)	(5,683)	(5,827)	(144)	
	Income	1,195	1,344	1,403	59	
		(4,248)	(4,339)	(4,424)	(85)	4a)
Hampstead Heath – STEM and Policy						
Education	Expenditure	(24)	(60)	(44)	16	
	Income	-	-	-	-	
		(24)	(60)	(44)	16	
Queens Park						
	Expenditure	(596)	(612)	(618)	(6)	
	Income	98	101	101	-	
		(498)	(511)	(517)	(6)	
Highgate Wood						
	Expenditure	(417)	(429)	(410)	19	
	Income	51	53	62	9	
		(366)	(376)	(348)	28	
Total Director of Open Spaces Local Risk	Expenditure	(6,480)	(6,784)	(6,899)	(115)	
Total Director of Open Spaces Local Risk	Income	1,344	1,498	1,566	68	
City Surveyor						
City Surveyors Local Risk		(392)	(392)	(443)	(51)	
Cyclical Works Programme		(2,523)	(1,719)	(1,201)	518	
Total City Surveyor Local Risk		(2,915)	(2,111)	(1,644)	467	4b)
TOTAL LOCAL RISK		(8,051)	(7,397)	(6,977)	420	
CENTRAL RISK						
Hampstead Heath		934	880	830	(50)	
Queen's Park		(16)	(16)	(16)	-	
Highgate Wood		5	5	6	1	
TOTAL CENTRAL RISK		923	869	820	(49)	
RECHARGES						
Insurance		(98)	(109)	(91)	18	
Support Services		(552)	(536)	(627)	(91)	
Surveyor's Employee Recharge		(225)	(281)	(275)	6	
I.S. Recharge		(235)	(313)	(326)	(13)	
Recharges Within Fund (Directorate Democratic Core, and Learning)		(103)	(105)	(94)	11	
Recharges Across Fund (Structural Maintenance - Inspections)		(7)	(7)	(21)	(14)	
TOTAL RECHARGES		(1,220)	(1,351)	(1,434)	(83)	4c)
OVERALL TOTAL		(8,348)	(7,879)	(7,591)	288	

*See paragraph 4

Reasons for Significant Variations

- 4 a) The Director of Open Spaces £85,000 worse than budget position is mainly due to a requirement for additional expenditure under supplies and services which was a combination of issues which include: Oak Processionary Moth management, as a result of the increased number of nests appearing on the Heath, additional waste management costs, and payment of historic licence charges in relation to communications following the City Surveyors re-negotiation of the lease.
- b) The £467,000 better than budget position under the City Surveyor is mainly due to a £518,000 underspend in the Cyclical Works Programme offset by a £51,000 overspend in Breakdown Maintenance. The reasons for the Cyclical/Additional Works underspend is due to 2015/16 works coming in under budget, £200,000 works due to be completed in 2016/17 now scheduled to complete in 2018/19, and cafeteria/Lido works originally expected to complete in 2017/18 now scheduled for completion in 2018/19. The reasons for the Breakdown Maintenance overspend are due to residual final MITIE costs, additional requirement for reactive works due to catching up with works held back when the MITIE contract was ceased, and assets added early in the new contract.
- c) The £83,000 worse than budget position in respect of Recharges are mainly due to an increase in support time within Central Support, the majority of which relate to the Comptroller & City Solicitor. The increased support is in relation to committee report consultation, providing legal advice and investigations in respect of planning issues on areas abutting the Heath. There was also an increase in advice and support with regard transgender issues at the pond.

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 worse than budget position of £47,000 (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 and the final agreed Budget

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Appendix A

	£000
Original Local Risk Budget (Director of Open Spaces & City Surveyor)	(8,051)
Director of Open Spaces	
<p>Employees:</p> <p>The increase in employees was due to a 0.5% increase in pay, and a 3.5% increase in Superannuation, and one apprentice at Golders Hill Park</p>	(122)
<p>Supplies & Services:</p> <p>Adjustments were made in order to facilitate operational efficiency and meet the needs of the service. As changes in requirements, which are often unforeseen occur the budgets have been adjusted to assist with required spend, where possible. This included unanticipated spend to facilitate Oak Processionary Moth management as a result of the increased number of nests appearing on the Heath, additional waste management costs, payment of historic licence charges in relation to communications following the City Surveyor's re-negotiation of the new lease.</p>	(173)
<p>Customer, Client Receipts:</p> <p>Additional income has been achieved from car parking, tennis courts, Parliament Hill Lido and filming. This is due in part to additional take up of pay by phone payment for parking. Club Spark tennis payment has made this operation more efficient and therefore income generation has improved. The Lido enjoyed a good season with additional swimmers attending during the Winter period. Filming income generation was increased by additional interest from film units, which is difficult to predict.</p>	145
<p>City Surveyor:</p> <p>The Original Budget included an estimate for work within the additional and cyclical work programmes for the whole year. Officers then plan and refine their projects at the start of the year and the budget is revised to reflect operational requirements of departments and strategic changes during the year.</p>	804
Final Agreed Local Risk Budget (Director of Open Spaces & City Surveyor)	(7,397)

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

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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, improve operational efficiency and consider environmental impacts.**
 - **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

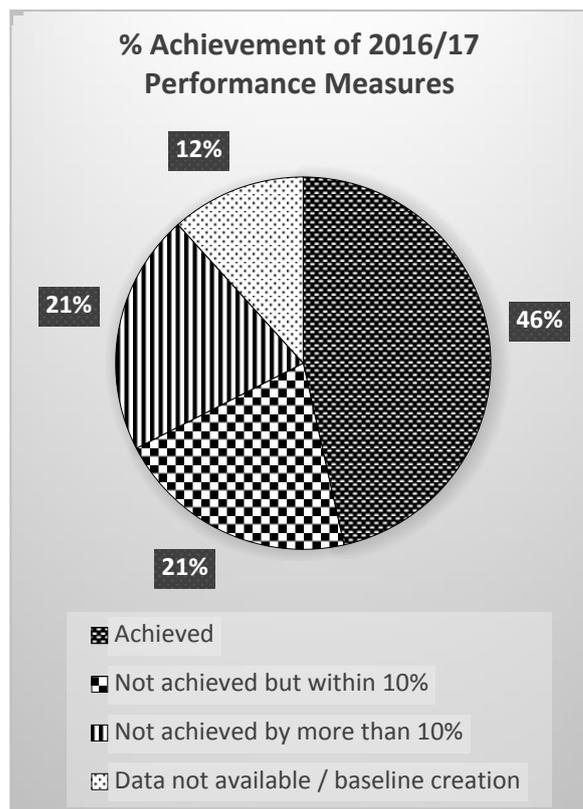
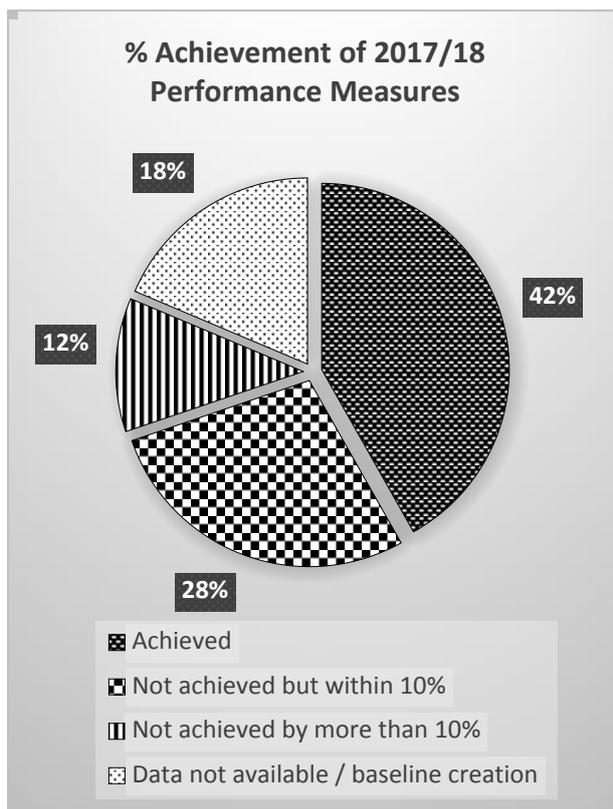
5. The Business Plan identified several key Programmes and Projects and their performance is listed below:

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	Tower Bridge: <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 Keats House: <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 which aimed to give long term improvement rather than continual annual change. They also introduced the performance 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. The Performance Measures were divided into eight groupings:
 - Departmental,
 - Health & safety,
 - HR,
 - Sports Board,
 - Cemetery & Crematorium,
 - Learning Programme,
 - Tower Bridge & Monument,
 - Keats House.
9. Generally, performance is slightly better than last year with 21 measures (49%) being achieved and 13 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 year; 2017/18 and 2016/17.



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 seven measures where the target was missed by more than 10% and these are listed below together with the reasons. The energy data has only just been received and was not previously reported to Committee. We are still investigating the fuel and utility data behind those targets which have not been achieved.

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.
Reduce utility consumption (gas)	This data has only recently been provided and officers are investigating the reason for increased gas consumption, but it is potentially due to the long colder winter.
Reduce fuel consumption (petrol)	This data has only recently been provided and officers are investigating the reason for the significant increase in petrol consumption.

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.

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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	ACHIEVED 1,634,115 Kw/hrs
Reduce utility consumption (gas)	ACHIEVED 3439608 (-8%)	2.5% reduction on 2016/17 performance = 3,353,617	MISSED ≥10% 3,709,922 Kw/hrs
Reduce fuel consumption (white & red diesel)	MISSED 67931 (+10.8%)	5% reduction on 2016/17 performance = 64,534	MISSED < 10% 68282 litres
Reduce fuel consumption (petrol)	MISSED 2064 (+3.5%)	5% reduction on 2016/17 performance = 1,960	MISSED ≥10% 5185 litres
Reduce fuel consumption (small fuels)	MISSED 14201 (+4.2%)	5% reduction on 2016/17 performance = 13,490	ACHIEVED 8395 litres
Increase electricity generation	MISSED 44861 (-12.2%)	A further two additional buildings generating 50KWH each	ACHIEVED 72477 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 ≥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 \geq10% 82 bookings
	MISSED 3,045 Bookings	Epping increase bookings by 2% on 2016/17 actual = 3105	MISSED \geq10% 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	Dated:
Hampstead Heath, Highgate Wood & Queen's Park Committee	5 September 2018
Subject:	Public
Model Boating Pond Island Future Access Arrangements	
Report of:	For Decision
Superintendent of Hampstead Heath	
Report author:	
Jonathan Meares – Open Spaces Department	

Summary

As part of the Hampstead Heath Ponds Project the Model Boating Pond underwent major landscape changes, which involved the creation of a small peninsular. Locally the peninsular is referred to as the Model Boating Pond Island. The construction phase of the Ponds Project was completed in October 2016.

The Island was originally designed to protect seven mature trees, and it was intended to allow public access. However, following a decision by the Hampstead Heath, Highgate Wood & Queen's Park Committee in March 2017, the Island has remained closed to the public for 14 months while an ecological survey was undertaken.

Over the 14 months that public access to the Island was restricted, the mature trees have flourished, and an abundance of native vegetation has grown. A reduction in compaction, due to restricted public access, is thought to have significantly contributed to the improve health of the trees and vegetation growth on the Island. In addition to this, the results of the survey show that the Island is well used by a number of bird species and is already providing an important refuge.

This report sets out the options for the future management of the Island. These options were presented to Members of the Hampstead Heath Consultative Committee at their meeting on 16 April 2018, where Members supported the option for fencing to be installed. Following discussion at the last meeting of this Committee on 23 May 2018, Members requested some additional ecological information. Your Committee also requested legal advice on the enclosure of a part of the Heath and the exclusion of the public from that land. This advice is included as Appendix 1 in the non-public section of the agenda.

It is recommended that the option to install fencing around the Island to preclude public access be agreed by Members.

Recommendations

It is recommended that

- Members agree the preferred option for the future management of the Island as set out in paragraph 22.

Main Report

Monitoring the vegetation and wildlife on the Model Boating Pond Island

1. The Model Boating Pond Island (which is connected to land by a small causeway) occupies an area of approximately 2200m². The Island is conical in profile with the ground sloping away from the group of mature trees located in the centre. The wildflowers seeded onto the Island have established well and will be attracting a variety of invertebrates. Nine dragonfly and damselfly species have also been recorded in and around the new planting.
2. Since the end of January 2017, the Heath's Ecology Team have monitored the birds on the Model Boating Pond Island on a weekly basis. Any birds perching on the Island, in the aquatic vegetation around the Island or in the trees on the Island were included in the monitoring. However, the numerous gulls perched on the tops of the fence posts around the Island were not included.
3. The results of the monitoring showed that the number of waterfowl increased over the spring, when 29 were sighted, including goslings and ducklings, the maximum number seen on any one occasion. However, numbers of waterfowl then declined to around 5-10 in the summer months and around five or fewer in the winter. The birds observed were mostly coot, moorhen, mallard, and Egyptian and Canada geese; and herons, which were seen on 15 occasions. A great crested grebe nested at the edge of the fence but was unsuccessful in raising young. No swans were noted.
4. Few numbers of non-aquatic birds, such as crows, pigeons and magpies, were noted. Gulls on the ground were included and were commonly sighted at the start of the monitoring, when the ground was still bare. For the latter part of the monitoring sightings rarely exceeded a couple of birds.
5. A trail camera was placed on the Island over a two-week period in February and March 2017 with the primary aim of assessing usage of the new access points through the fencing created to the north of the Island. The camera was also positioned to the south to look at the use by wildlife there, as well as recording any nocturnal wildlife activity on the Island.
6. The access points to the north were heavily used, with coots, moorhens and Egyptian and Canada geese regularly going to and from the pond from these points. Although, activity was largely confined to the morning, black-headed gulls were also recorded in moderate numbers (up to 10) feeding on the bank edge, as well as a few recordings of crow, mallard, feral pigeon and a single recording of a heron.
7. One or more foxes visited the Island on most nights, being recorded on nine of the 13 nights the camera was in position. On a number of nights, a fox was seen to spend several hours seemingly feeding off worms and on other occasions was merely seen searching around. The regular presence of a fox will probably prevent the Island from being used for any nesting by wetland bird species.

8. Dogs were recorded running around the Island on four mornings and are thought to have swum across to the access bays. On all occasions the dogs were wet and once a dog was recorded emerging from the water.
9. Humans were recorded on the Island on three occasions with all these visits taking place in the evening, after dark.

Results of the monitoring and likely impact of public access

10. Due to its relatively small size and sloping ground the Island is very vulnerable to compaction and erosion, both of which will quickly degrade the site's habitat value. Public access would quickly lead to trampling and degradation of the wildflower areas and loss of ground cover. The seven mature trees that were retained on the Island would also be negatively impacted by the regular presence of people, and over time the rooting environment of the trees would be compacted and be subject to erosion. The combined effects would significantly reduce the ecological value of the Island and also lead to a reduction in bird species using the site.
11. The data recorded shows that the Island provides a valuable refuge to waterfowl, especially in the spring and early summer. The occurrence of herons and a great crested grebe is encouraging. If the Island is designated as a wildlife refuge much of the outer fencing on the eastern side of the Island would be removed, and duck-sized holes made in the inner fencing. This would provide suitable nesting and feeding habitat for waterfowl and better access to the Island. Ground nesting and nocturnal roosting and feeding on the island itself would probably be restricted due to visits by foxes and the occasional dog and human.
12. The near absence of non-aquatic birds was not surprising given the lack of shrubby habitat; establishing some groups of shrubs, especially hawthorn, and erecting bird boxes should attract more non-aquatic birds.
13. If public access were to be allowed, it would severely restrict the use of the Island by bird life due to disturbance, to the extent that there would be almost no use by waterfowl except perhaps a few coots and moorhens in the vegetation. Even if only half the Island were to be made accessible and dogs were prohibited few birds would use the half where public access was restricted, especially the less common species such as grebes and herons.

The wider issue of habitat loss and the threat to species diversity in the UK

14. Hampstead is located just seven kilometres from central London. The site is surrounded by urban development and provides an important refuge to a number of wildlife species, including bats, grass snakes, hedgehogs and a range of bird species such as kestrels, owls and kingfishers. A number of these are priority species.
15. All these species rely on specific habitats and a degree of isolation from human activity. In the 2013 'State of Nature' Report, evidence was presented showing a

60% overall decline in priority species across the UK. The report based its evidence on a revised version of the 'Watch List' a methodology developed in 1995 and revised in 2007. A selected list of 155 species all priority species were assessed within the report and findings discussed.

16. In the headlines section at the beginning of the report there are a series of statements, including 'The threats to the UK's wildlife are many and varied, the most severe acting either to destroy valuable habitat or degrade the quality and value of what remains.'
17. So much of the conservation work on Hampstead Heath is centred around the principle of creating and conserving viable habitats where wildlife species will thrive. Hampstead Heath's conservation value is principally because it has a relatively wide range of different habitats relative to its area.
18. Part of the Ponds Project's success was due to the ecological and conservation improvements incorporated alongside the engineering work. The Model Boating Pond was the centrepiece of the Project, and the Island originally perceived as a landscape feature. Since the works were completed the Island's value as a wildlife refuge has been realised, widely supported by the public and validated by ecological monitoring.
19. In 2007 visitor number were measured at seven million per year, and in the the ensuing 11 years we know that these numbers have increased significantly. As Conservationists we are increasingly aware of the impact of rising visitor numbers and this has been incorporated into the new Draft Management Plan (2018 Plan) with the Commitment 'A mosaic of natural habitats is maintained and flourishes' under the overall Aim of 'A flourishing green space and historical landscape'.

Public feedback

20. Over the course of the last year, comments have been received from members of the public in writing (email) and verbally via calls to the Superintendent's Office at Heathfield House. Generally, the feedback from members of the public has been to keep the Island closed to people.
21. The Marylebone Bird Watchers made a representation at the Hampstead Heath Consultative Committee Meeting on 13 March 2017, in relation to the Island to becoming a Wildlife Sanctuary with no public access. A petition was received at the time of the same meeting signed by 5,333 supporters calling for the Island to become a wildlife sanctuary.

Options for the future management of the Island

22. The following options have been considered by Officers, following 14 months of monitoring.
 - A. Preclude public access to the Island and install a timber fence to the western side of the Island. In addition, further low-level planting to be

carried out. This option will protect the seven mature trees from compaction, and as a secondary outcome will facilitate and encourage a greater variety of bird species to use the Island and will improve the nesting habitat on the Island. Retaining the fencing will increase the chances of successful establishment of ground cover planting this winter.

This option is recommended by Officers and was supported by Members of the Hampstead Heath Consultative Committee.

- B. Open the Island fully to allow public access. This option will result in compaction damage to the seven mature trees on the Island, due to the increase in footfall. Due to the island's relatively small size and sloping ground, the site is very vulnerable to compaction and erosion, both of which will quickly degrade the site's habitat value. It will also lead to a reduction in the number of bird species due to the presence of people. **This option is not recommended by Officers.**

- C. Allow public access on half the Island, by removing the current fence line and installing a post and rail fence to create a section of the Island that cannot be access by people. This option will still result in a degree of compaction and will curtail the growth vegetation on the side of the Island which is accessible to people. In addition, the results of the monitoring have shown that close proximity to members of the public and dogs will result in the Island being underutilised by bird species, and it is likely that few bird species will continue to use the Island, including herons and grebes. **This option is not recommended by Officers.**

Legal Implications

- 23. See Appendix 1 in the non-public section of the agenda.

Corporate & Strategic Implications

- 24. This Policy contributes towards the achievement of the three aims set out in the City of London Corporate Plan 2018-23. Contribute to a flourishing society (1-2), Support a thriving economy (5) and Shape outstanding environments (11-12).

- 25. The Policy also meets the three objectives and outcomes set out in the Open Spaces Business Plan 2018-19 (a) Open spaces and historic sites are thriving and accessible, (b) Spaces enrich people's lives and (c) Business practices are responsible and sustainable.

Conclusion

- 26. The Model Boating Pond Island presents an opportunity to protect the seven mature trees from compaction due to footfall from members of the public. As the Island was originally designed to ensure these trees were protected, it seems appropriate for the Island to be managed in this way.

27. It is therefore recommended that public access to the Island is restricted. This recommendation is supported by ecological monitoring data, and local public opinion.

Appendices

- Appendix 1 – Legal advice (non-public).

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