



Highgate Wood Consultative Group

- Date:** WEDNESDAY, 3 APRIL 2019
- Time:** 4.00 pm
- Venue:** THE WALK WILL START AT 3.00 PM OUTSIDE THE HIGHGATE WOOD CAFÉ. THE MEETING WILL BE HELD AT 4.00 PM AT HEATHFIELD HOUSE, 432 ARCHWAY ROAD, N6 4JH.
- Members:** Karina Dostalova (Chairman)
Anne Fairweather (Deputy Chairman)
Deputy John Tomlinson
- Co-Optees:** Stephanie Beer (Muswell Hill & Fortis Green Association)
Jan Brooker (Highgate Conservation Area Advisory Committee)
Peter Corley (Tree Trust for Haringey)
Michael Hammerson (Highgate Society)
Councillor Bob Hare (London Borough of Haringey)
Councillor Julia Ogiehor (London Borough of Haringey)
Lucy Roots (Muswell Hill Friends of the Earth)
Alison Watson (Friends of Queen's Wood)
- Enquiries:** Leanne Murphy
leanne.murphy@cityoflondon.gov.uk

Afternoon Tea will be served at Heathfield House at 3.45 pm

John Barradell
Town Clerk and Chief Executive

AGENDA

Public Agenda

1. **APOLOGIES**
2. **DECLARATIONS BY MEMBERS OF ANY PERSONAL AND PREJUDICIAL INTERESTS IN RESPECT OF ITEMS ON THIS AGENDA**
3. **MINUTES**
To agree the public minutes of the meeting held on 17 October 2018.
For Decision
(Pages 1 - 8)
4. **ACTIONS SHEET**
Report of the Town Clerk.
For Information
(Pages 9 - 10)
5. **SUPERINTENDENT'S UPDATE**
Report of the Superintendent of Hampstead Heath.
For Discussion
(Pages 11 - 16)
 - a) Appendix 1- Divisional Plan 2019-2022 (Pages 17 - 34)
 - b) Appendix 2 - Highgate Wood Conservation Management Plan 2013-2023 (Pages 35 - 48)
 - c) Appendix 3 - Licensed Activity Tables (Pages 49 - 50)
 - d) Appendix 4 - Income 2017-18 & 2018-19 (Pages 51 - 52)
6. **TREE PESTS AND DISEASES: OAK PROCESSIONARY MOTH URGENT UPDATE**
Report of the Director of Open Spaces.
For Information
(Pages 53 - 58)
7. **QUESTIONS**
8. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**
9. **DATE OF NEXT MEETING**
The date of the next meeting is 9 October 2019.

HIGHGATE WOOD CONSULTATIVE GROUP Wednesday, 17 October 2018

Minutes of the meeting of the Highgate Wood Consultative Group held at Heathfield House, 432 Archway Road, N6 4JH on Wednesday, 17 October 2018 at 5.00 pm

Present

Members:

Anne Fairweather (Deputy Chairman)
Stephanie Beer (Muswell Hill & Fortis Green Association)
Peter Corley (Tree Trust for Haringey)
Michael Hammerson (Highgate Society)
Councillor Bob Hare (London Borough of Haringey)
Councillor Julia Ogiehor (London Borough of Haringey)

Officers:

Jonathan Meares - Highgate Wood, Conservation & Trees Manager
Bob Warnock - Superintendent of Hampstead Heath
Leanne Murphy - Town Clerks Department

1. APOLOGIES

Apologies were received from Karina Dostalova, Deputy John Tomlinson, Jan Brooker (Therese Gray attended to represent the Highgate Conservation Area Advisory Committee), Lucy Roots and Alison Watson.

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

There were no declarations.

3. MINUTES

RESOLVED, that the minutes of the meeting held on 18 April 2018 be approved.

Matters Arising

Walking Guides

A Member queried if the walking guides covering Highgate Wood had been made available in the café. It was agreed that this would be followed up with the Chairman of the Highgate Society to check availability.

Ecology

A Member queried whether a student was approached regarding the preparation of a leaflet to go to Lancaster Road residents regarding hedgehogs. The Highgate Wood, Conservation & Trees Manager agreed to look into options.

Online Archive

In response to a question regarding creating an online archive of background documents on the City of London Corporation website, it was agreed that the Director of Open Spaces would talk with the Publishing and Communications

teams to establish the scope for setting this up. The Superintendent noted that some older documents were not accessible as they were in the wrong standard.

4. **ACTIONS SHEET**

The Committee noted the various outstanding actions and the updates provided thereon.

With regards to Action 8, it was noted that this was two actions: 1) to contact Highgate School regarding potential representation on the HWCG and 2) to contact the Highgate Society regarding their representation on the HWCG. The Town Clerk agreed to update the actions list and contact both.

In response to a query regarding Action 9 concerning the criteria for a school representative, the Superintendent advised that it was recommended that the representative came from a local school within walking distance of Highgate Wood.

5. **SUPERINTENDENTS UPDATE FOR OCTOBER 2018**

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

Roman Kiln Project

- The Highgate Wood, Conservation & Trees Manager advised Members that he had been working on this project with Friends of the Highgate Roman Kiln (FOHRK) and that an independent HLF Advisor had been commissioned to produce a report providing guidance on assembling a Heritage Lottery Fund (HLF) application.
- The Highgate Wood, Conservation & Trees Manager is working with the City Surveyors Department regarding preparing updated costs (revised budget for the project currently estimated at £150,000) as this will assist with the next bid.
- The Superintendent gave thanks to Heath Hands for their ongoing support and commitment to Highgate Wood.

Tree disease and biosecurity issues

- Members were advised that Oak Processionary Moth (OPM) was found in Highgate Wood on 11 June 2018 and a total of 71 nests were identified and removed from oak trees across the Wood.
- The Highgate Wood, Conservation & Trees Manager advised that it is anticipated that the number of nests will increase in 2019 in line with trends from other open spaces across London and that the Corporation were working with the Forestry Commission to deal with this. The Superintendent noted that natural control measures were being researched, e.g. a parasitic fly that stops the breeding stage of the moths.

RESOLVED –

- Members to provide their views on the updated draft Woodland Management Plan, as detailed in appendix 1;
- Members provide their views and feedback on the Highgate Wood – Part 2 Site Specific Events Policy, and in particular in relation to table 1, as set out in appendix 4;
- That the views of the Highgate Wood Consultative Group be conveyed to the Hampstead Heath Highgate Wood & Queen's Park Committee at their meeting on 28 November 2018.

5.1 Appendix 1 - Woodland Management Plan 2018

Members noted the draft Woodland Management Plan 2018-2028 and the following points were made:

- Members were advised that changes to the plan were made incorporating the feedback given at the last HWCG meeting.
- A Member noted that smaller earthwork had not been included as suggested at the previous meeting.
- Members agreed that a line regarding climate change was needed in the plan.

RECEIVED.

5.2 Appendix 2 - Conservation Management Plan - 5-year review

Members noted the draft Conservation Management Plan 2013-2023 and the following points were made:

- Members were advised that the Conservation Management Plan (CMP) provided a strategy for management of Highgate Wood over 10 years. This was now being updated in line with the City of London Corporation's Corporate Plan, the Open Spaces Department Business Plan and the Divisional Plan.
- It was noted that each policy had a number of sub policies. The green text with Achievements since 2013 identified that the priority had been achieved within the timescale; the black text were priorities that were no longer a priority (with some struck out completely) and red text indicated priorities that were still being worked on.
- With regards to "Friends of" Groups, a Member felt that indicating just Heath Hands would appear to just cover Hampstead Heath. It was suggested that the name be changed to Heath and Wood Hands which would be more inclusive and encourage recruitment from Highgate.

- A Member suggested approaching FORHK to support a wider remit of projects that did not only relate to this specific Group.
- Members discussed “Friends of” Groups. It was agreed they were useful despite having their own identity and agenda; however, Members felt that HWCG was the right setting for a balanced representation of ideas for Highgate Wood.
- Members agreed a school representative was needed on the HWCG. The Chairman recommended changing the wording referencing to the HWCG in 3a to state that the Working Group was working to be more representative.
- Members discussed car park facilities and agreed that the current system worked well following changes, e.g. moving the post box and the system for dropping of supplies to the café to limit car use at the Wood. The Chairman felt that it needed to be made clear that accessibility at Highgate Wood had been properly reviewed and addressed.
- Members agreed that a completed column was needed with the table providing timescales under 10.5 instead of crossed out crosses. Members were advised that the focus of the table was on achievements and bringing them up-to-date.
- A Member noted that was 2.11 incorrect and needed updating.
- The Town Clerk agreed to circulate the correct section of the CMP document in colour for Members to review and provide additional written comments with a deadline of 10 November 2018.
- Members were thanked for their feedback and advised that the final CMP document would come to the next meeting.

RECEIVED.

5.3 **Appendix 3 - Open Spaces Departmental Events Policy (Part One)**

Members noted the Open Spaces Departmental Events Policy (Part One). Members were advised that the passing of the City of London Corporation (Open Spaces) Act 2018 had allowed the Corporation to develop a framework to guide its events on its Open Spaces.

It was noted that Part One had already been approved but provided the framework to prepare the site-specific Events Policy for Highgate Wood.

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5.4 **Appendix 4 - Highgate Wood Site Specific Events Policy (Part 2)**

Members noted the draft Highgate Wood Site Specific Events Policy (Part Two) and the following points were made:

- It was noted that Highgate Wood hosted currently only a small number of events. However, the Superintendent was happy for community groups to think of events that would be suitable at Highgate Wood, e.g. jazz events at a café, sponsored walks, etc.
- Members discussed the different event locations which were separated into zones: Zone A – Sports Field and Zone B – Pavilion Café Garden. Members felt that Zone C was needed to cover activities in the wider parts of the Woods. It was noted that Zone C was mentioned on page 226 and Members agreed this needed expanding on page 222 with the other zone explanations.
- Members were advised that music events would need to obtain a music license from Haringey Council.
- The Superintendent drew Member's attention to the proposed Event Scale (Table 1 – page 224) and explained that medium and large sized events would come to the HHCG for consultation before being approved by the Management Committee.
- Members were advised that commercial events would be charged in accordance with the structure set out in Section 11.1. The charging policy would differ for community and charitable events which would be assessed to determine an appropriate reduction or waiver of charges.
- Members were advised that the events application form would be available online. Members felt that the form was very long and requested that it either be cut down or for different forms to be available depending on the size of the event (small, medium or large).
- It was noted that access was the biggest issue concerning events as no vehicle larger than a skip lorry would be able to access the site.
- A Member noted that large, loud events would cause a significant disturbance to the wildlife at Highgate Wood.
- The Superintendent advised that Forest Schools were covered under this policy noting that local community schools would not be charged but anything with a commercial interest would incur a charge. He added that there would be a charge for storing equipment.

RECEIVED.

6. **TENDER OF THE HIGHGATE WOOD PAVILION CAFÉ**

Members considered a report of the Superintendent of Hampstead Heath concerning the tender of the Highgate Wood Pavilion Café and the following points were made:

- Members were advised that the Highgate Wood Pavilion Café is currently operated by Hoxton Beach on a Tenancy at Will basis which provided no security for both parties.
- It was noted that the City of London Corporation (Open Spaces) Act 2018 included powers to offer longer leases of up to 15 years, or 21 years in exceptional circumstances.
- The report proposed that the Corporation use the powers contained within the Open Spaces Act 2018 to offer a longer lease in order to secure financial investment in the café facility. The suggested length of lease offered was a period of seven years with suitable break clauses and the option to extend for an additional three years, dependent upon performance and service delivery.
- The Superintendent advised that the HWCG's involvement would be important to the shortlisting and evaluation process and suggested that some Members be invited to the interviews of potential providers.
- Members were cautious of large commercial operators obtaining the contract as there had been problems with a chain business in the past. The Superintendent explained that the tender process enabled bidders to demonstrate how their proposals would deliver against social, economic and environmental outcomes.
- The Superintendent noted that a longer contract would allow the provider to invest in the space; however, performance would also be monitored on a quarterly basis. Operators would be asked to explain what investment was planned and this would be linked to the lease.
- In response to a query regarding whether the new operator would inherit machinery, the Superintendent advised that the City of London Corporation now owned the ovens, fridges, etc, and would be subject to negotiation with the new provider if needed.
- A Member queried if priority on the contract would be given to local businesses/residents. The Superintendent noted that local knowledge would score well when shortlisting. He advised that a similar approach to the recent retendering of the café at Queen's Park would be taken and applications would be considered by 60% on quality and 40% on price.
- Members were concerned that large documents could potentially put-off smaller businesses from applying. The Superintendent advised that the application process would be entirely web-based.

- A Member advised that the Council could populate the advert to local businesses.
- The Chairman advised Members that the deadline to provide any additional written comments was 10 November 2018.

RESOLVED – That:-

- Members give their views on the proposals to retender the Highgate Wood Pavilion Café as set out in para 6 – 14;
- The views of Highgate Wood Consultative Group will be conveyed to the Hampstead Heath, Highgate Wood and Queen's Park Committee.

7. FEES AND CHARGES 2019/20 & 2020/21

Members considered a report of the Superintendent of Hampstead Heath regarding the proposed fees and charges for a range of sports facilities and services provided at Hampstead Heath, Highgate Wood & Queen's Park for 2019/20.

The Superintendent advised Members that prices had increased by the cost of living but there would be a 50% discount for blind cricket team and a 40% discount for juniors.

It was noted that a new section had been added which would cover charges incurred by events, e.g. water, electricity, etc, and this was linked to the Events Policy.

RESOLVED – That the views of the Hampstead Heath Consultative Committee, Highgate Wood Consultative Group, and Queen's Park Consultative Group be conveyed to the Hampstead Heath, Highgate Wood and Queen's Park Committee at their 28 November 2018 meeting.

8. QUESTIONS

There were no questions.

9. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

There was no other business.

10. DATE OF NEXT MEETING

Members noted that the date of their next meeting would be on 3 April 2019. The Superintendent noted that the start time of the meeting might be changed from 4.00pm to 5.00pm and that Members would be notified well in advance of the meeting.

The meeting ended at 6.37 pm

Chairman

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

Highgate Wood Consultative Group - Actions

	Date	Action	Responsible Officer/Member	Deadline/Progress
1.	17 Oct 18	Contact the COL Publishing and Communications teams to establish the scope for setting up an online archive of background documents on the City of London Corporation website.	Director of Open Spaces	Update at the April meeting
2.	17 Oct 18	Contact Highgate School regarding potential representation on the HWCG.	Town Clerk	Update at the April meeting
3.	17 Oct 18	Contact the Highgate Society regarding their representation on the HWCG.	Town Clerk	Completed
4.	17 Oct 18	Circulate the correct section of the CMP document in colour for Members to review and provide additional written comments by 10 November 2018.	Town Clerk / All Members	Completed
5.	17 Oct 18	The final CMP document to come to the next meeting.	Superintendent	Completed – on agenda for April meeting
6.	17 Oct 18	Members to provide additional written comments on the tender of the Highgate Wood Pavilion Café by 10 November 2018.	All Members	Completed

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Committee(s)	Dated:
Highgate Wood Consultative Group	3 April 2019
Subject: Superintendents Update for April 2019	Public
Report of: Superintendent of Hampstead Heath	For Discussion
Report author: Jonathan Meares – Open Spaces & Heritage Department	

Summary

This report provides an update to Members on the management and operational activities in Highgate Wood since October 2018. The report describes progress on income generation, sustainability, conservation and woodland management, infrastructure and facilities. This report also provides a final review of the 2013 - 2023 Conservation Management Plan.

Recommendation

- That the views of the Highgate Wood Consultative Group be conveyed to the Hampstead Heath Highgate Wood & Queen's Park Committee at their meeting on 5 June 2019.

Main Report

Roman Kiln Project

1. The Friends of Highgate Roman Kiln are now working towards submitting a Heritage Grant from the National Lottery Heritage Fund (HLF) for around £250,000 for their 'Rekindling our Roman Heritage: Highgate Roman Kiln' Project. The deadline for submission to the National Lottery Heritage Fund is August 2019, with a decision made by November 2019. If successful, this two-year project will commence in early 2020.
2. The project involves the conservation and repatriation of the Roman kiln, that was excavated in the 1970s, back to Highgate Wood. The information hut will be extended, and new interpretation will showcase the important history of this industry, but also allow for a refit for the wildlife section within the hut. There will be a Project Officer post, a possible internship opportunity and funding for a diverse set of activities for different ages and interests both in the wood itself and further afield, including our key partner Bruce Castle Museum (where the kiln currently resides in storage).

3. Partners in this project are The City of London Corporation, Museum of London and Bruce Castle Museum. Currently, the group will be consulting with audiences about the project, revisiting the interpretation and producing an activity plan to feed into the application. The Friends of the Highgate Roman Kiln (FOHRK) have held two meetings at the Pavilion Café to recruit new supporters and scope out potential sources of match funding for the project. The second meeting was held after the Community Heritage Day Event and attracted great interest. The FOHRK have commissioned an independent HLF advisor to produce a report providing guidance on assembling the HLF application.

Divisional Plan update

4. The Divisional Plan 2019 – 2022 has been reformatted to reflect the Outcomes in the Hampstead Heath Management Strategy. The projects are listed according to their primary outcome and the links to the other outcomes are referenced. Please see Appendix 1.
5. The Highgate Wood Conservation Management Plan Review and the Roman Kiln Project are included in the Divisional Plan and due for completion in 2019/20 and 2020/21 respectively.

Highgate Wood Conservation Management Plan Review

6. The Highgate Wood Manager presented a review of the 2013 - 2023 Conservation Management Plan to the Highgate Wood Consultative Group in October 2018. A number of recommendations were made at the meeting and these have been integrated into a revised version which is appended to this report at Appendix 2.

Sustainability

7. The Divisional Waste and Recycling Review is progressing well with a new waste collection contract commencing with Veolia in April 2019. Hampstead Heath will be introducing a series of phased changes to waste and recycling operations this summer, and a new food waste collection contract has already commenced at the café facilities. We aim to extend this service to Highgate Wood later this year.
8. The Management Team have been working with Keep Britain Tidy to deliver a Communication Strategy for Waste and Recycling. A workshop was held at Parliament Hill on Saturday 2 March 2019, attended by a number of representative groups and members of the public, to capture their views and ideas on waste and recycling. The workshop was a great success and we hope to be able to extend the learning from the event to improve the recycling and waste collection operation in Highgate Wood.

Woodland Conservation and Tree Management

9. The Wood Keepers made good use of the Mobile Elevated Work Platform (MEWP) this year, which was used to bring down a leaning oak with decayed roots, reduce two dying mature oaks, reduce a decayed willow, and reduce and fell a dead ash. All these trees were near paths or backing onto

neighbouring residences in higher-risk areas. The Hampstead Heath Tree Team also helped the Highgate Wood Team to fell a large dead elm beside the road, reduce a splitting hornbeam, fell a willow, and reduce an oak damaged by a lightning strike.

Storm damage and closures

10. The weather has been very varied since last November. Thankfully, there were no major severe weather events during October into late November which is probably the worst period for trees and woodland due to wet ground and trees still in leaf. Cold weather in late January and early February was followed by a succession of strong Atlantic weather systems culminating in the 50mph gusts of 10 March due to storm Gareth. Highgate closed for the day and closed on a number of other occasions during March , sustaining some tree damage.

Volunteer activity for 2018/19

11. Over the period between April 2018 to March 2019 Heath Hands volunteers have helped the Highgate Wood Team on 24 2-hour sessions (2 more to run before the end of the month). Numbers attending each session have ranged from 5 to 12, with 9 being an average.
12. This year volunteers helped maintain living and dead hedging around 5 conservation areas and a bluebell area. They have planted about 200 tree and shrub whips into the new and some of the older conservation areas: including Oak, Lime, Hawthorn, Hazel, Guelder Rose, and Spindle.
13. The volunteers have sown wildflower seed into the meadow and field edge. They also helped with some meadow management, transplanting of seedling oaks, holly control and planting oaks dug up from Hampstead Heath's grassland management operations.

Tree disease and biosecurity issues

14. In the October 2018 Superintendent's Report noted that 71 Oak Processionary Moth (OPM) nest were found in Highgate Wood. All these nests were removed by the middle of August 2018, but a number of additional nests have been found over the winter months which was expected.
15. Hampstead Heath and Highgate Wood have been selected as pilot sites for a new 'Target Based' approach to OPM Management being rolled out by the Forestry Commission. A great deal of work has gone into developing plans to reduce the risk to the public, and minimise the ecological impact for both sites, working closely with the Forestry Commission and also the Heath and Hampstead Society. Biological pesticide spraying will be kept to a minimum in Highgate Wood and nest removal focused on busy areas within the site such as the café, play area and field edges. Oak trees support a total of 89 of the recorded 400 moth species recorded in Highgate Wood.
16. The Director of Open Spaces has prepared a report updating on control measures across the Department, which is included in the agenda pack.

Pavilion Café update

17. The Highgate Wood Café lease documentation has been reviewed and the tender process is progress. The City of London are seeking a supplier who

can deliver a family-friendly café, offering good quality food at affordable prices. The Café is a distinctive & environmentally-friendly destination, offering employment and training opportunities for local people.

18. The bids will be evaluated against set criteria for both quality and price (60% quality and 40% price). The City of London Procurement Team will be overseeing the procurement process. In relation to quality, this includes the social and environmental value, in relation to price; this includes both the financial offer to the City and the strength of the Company's Business Plan.
19. Evaluation of the bids is expected to take place towards the end of May 2019 with a recommendation being made to the Hampstead Heath, Highgate Wood and Queen's Park Committee in June 2019. The Superintendent will involve Members of the Highgate Wood Consultative Group in a review of the bids.

Licenced activities and events

20. Tables listing licenced activity income are appended to the report, see Appendix 3.
21. There is a 5.3% increase in income from licenced events compared to 2017/18.

Infrastructure and buildings

22. Highgate Wood's noticeboard frames are in serious need of replacement, and work is underway to source suitable replacement frames for the eight D1 type byelaw boards installed at the entrances. The boards date back to the late 1980's and are in generally poor condition. The intention is to replace with a simple oak framed unit very similar to that installed in Golder Hill's Park recently.

Income and Expenditure

23. Information relating to income for 2017/18 and 2018/19 is attached at Appendix 4.

Corporate & Strategic Implications

24. The Open Spaces Department and Highgate Wood actively contributes to the following Corporate Plan 2018 – 23 aims and outcomes:

Contribute to a flourishing society

- People enjoy good health and wellbeing.
- People have equal opportunities to enrich their lives and reach their full potential.
- Communities are cohesive and have the facilities they need.

Shape outstanding environments

- We inspire enterprise, excellence, creativity and collaboration.
- We have clean air, land and water and a thriving and sustainable natural environment.

- Our spaces are secure, resilient and well maintained.

Support a thriving economy

- Our land management supports local businesses and enterprises.

Conclusion

25. Highgate Wood has had a productive period over the winter months with well attended Heath Hands Volunteers sessions, and catching up on planned tree works. The focus for the coming year will be the control of Oak Processionary Moth and progressing the Roman Kiln Project. There will also be a concerted effort to replace the old noticeboards.

Appendices

- Appendix 1 - Divisional Plan 2019 – 2022 Highgate Wood Management Plan
- Appendix 2 - Conservation Management Plan 2013 – 2023
- Appendix 3 - Licensed Activity Tables
- Appendix 4 - Income 2017/18 & 2018/19

Jonathan Meares

Highgate Wood, Conservation, Trees & Sustainability Manager
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Hampstead Heath Divisional Plan 2019/20, 2020/21 & 2021/22							
Vision Theme: The Heath is protected and Conserved							
OUTCOME A:The Heath is maintained as a flourishing green space and historic landscape							
Priority 1: A mosaic of natural habitats is maintained and flourishes							
Priority 2: Heritage aspects and landscape character are maintained							
Priority 3: A balance is maintained between visitor activities and the conservation of natural, built and heritage values							
Reference	Primary Priority	Project & Action to deliver the objective	Key Milestones	Start Date	Final Result	Lead	Links to Corporate plan and OS Business
A DP1	1, 2 & 3	Implementation of the Hampstead Heath Management Strategy Following the development of the strategy, embed the management framework in order to deliver the outcomes, priorities and commitments.	Publication of Strategic Document.	Apr-19	Hampstead Heath Strategic Plan priorities and commitments are being planned and implemented via the Divisional Plan and Annual Work Programmes.	Business Manager	Shape Outstanding Environments - 10,11,12.
			Development of the Measurement Framework to guide us in assessing our progress towards achieving the Outcomes.	Sep-19	Baseline surveys developed.		
			Develop arrangements for annual impact reporting.	Jun-20	Annual impact report is submitted to Committee by June each year. Success and learning is shared.		
Links to other Outcomes: B, C & D							
Links to other Priorities: 4, 5, 6, 7, 8, 9, & 10							
A DP2	1, 2 & 3	Hampstead Heath Ponds and Wetlands Strategy Develop a strategy for ponds and wetlands to set out priorities for actions and achieving outcomes for hydrology, conservation and amenity value (including sediment management, water quality and landscaping).	Outline Strategy discussed with HHCC.	Apr-20	Strategy in place and plans implemented which contribute to the positive management of the ponds and wetlands.	Highgate Wood, Conservation & Trees Manager	Shape Outstanding Environments. - 11
			Establish a Project Team and prepare a project plan.	Apr-20			
			Surveys undertaken and data collation carried out to inform strategy, in collaboration with the City Surveyors Department.	Jul-20			
			Strategy approved and Management Plans for specific ponds/chains prepared.	Mar-21			
Links to other Outcomes: B & D							
Links to other Priorities: 4 & 10							

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Vision Theme: The Heath enriches lives							
OUTCOME B: Improved quality of life for Heath visitors							
Priority 4: Improved physical health, mental health and emotional well-being							
Reference	Primary Priority	Project & Action to deliver the objective	Key Milestone	Date	Final Result	Lead	Links to Corporate plan and OS Business
B DP1	4	Development of the Cultural Strategy Development of a strategy and policy to provide clarity, improved ways of working and delivery of services.	Strategy developed, agreed and implemented across the Division	Jan-20	Visitors have clear information and are able to participate and enjoy all that the Heath has to offer.	Principal Curator	Contribute to a flourishing society - 3, 4
Links to other Outcomes: A, C & D							
Links to other Priorities: 5, 6 & 10							
B DP2	4	Develop a Play Strategy Which will enable effective prioritisation of resources and support child learning and development through play.	Play Strategy developed, agreed and implemented at Hampstead Heath. This will inform projects at Highgate Wood & Queen's Park play facilities.	Apr-19	The play offer is accessible to a diverse range of children.	Leisure & Events Manager	Contribute to a flourishing society - 1,2,3,4
			Schedule for investment in play facilities developed, approved and integrated into the AWP.	Sep-19			
			Deliver CIL Funded projects at Vale of Heath and Preachers Hill Playgrounds.	Oct-19			
Links to other Outcomes: A, C & D							
Links to other Priorities: 3, 5, 6 & 10							
B DP3	4	Develop an Events Strategy The Events policy was approved on 5 September 2018, and a strategy will be developed to support the agreed policy.	Strategy developed, agreed and implemented, to ensure delivery of the policy outcomes.	Mar-20	The programme of events contributes to the achievement of the Management Strategy Outcomes.	Leisure & Events Manager	Contribute to a flourishing society - 1,2,3,4
Links to other Outcomes: A, C & D							
Links to other Priorities: 3, 5, 6, 7, 8, 9 & 10							

Reference	Primary Priority	Project & Action to deliver the objective	Key Milestone	Date	Final Result	Lead	Links to Corporate plan and OS Business
B DP7	4	Develop a Master Plan for optimising facilities at Parliament Hill Carry out a review of facilities and buildings at Parliament Hill to relocate the Superintendent, Management and Support Team. Review the operational base to provide a visitor centre and maintain suitable accommodation for staff and volunteers, as well as improved sports facilities and improved learning facilities.	Prepare a Gateway 1-2 report in order to take forward a project brief, in conjunction with the City Surveyors department in order to carry out a feasibility study.	Mar-19	Visitor facilities and the range of Heath experiences are accessible to a diverse range of Heath visitors. Staff facilities fit for purpose.	Operational Services Manager	Contribute to a flourishing society - 4
			Feasibility study completed and an implementation plan and schedule developed.	Nov-19			
Links to other Outcomes: A, C & D							
Links to other Priorities: 3, 5, 6, 7, 8, 9 & 10							

Vision Theme: The Heath is inclusive and welcoming

OUTCOME C: The Heath is inclusive and welcoming to a diverse range of visitors

Priority 5: Increasing social inclusion

Priority 6: Diversity and Equality

Reference	Primary Priority	Project & Action to deliver the objective	Key Milestone	Date	Final Result	Lead	Links to Corporate plan and OS Business
C DP1	5 & 6	Access Audit and landscape improvements. An audit of sites to inform changes to provide accessible facilities for all visitors. Projects include: The swimming facilities and Golders Hill Park accessible car park.	Project plans developed.	Jul-19	Facilities and sites are accessible to a diverse range of visitors.	Operational Services Manager	Contribute to a flourishing society - 1,2,3,4
Links to other Outcomes: A, B & D							
Links to other Priorities: 4, 7, 8, 9 & 10							

Reference	Primary Priority	Project & Action to deliver the objective	Key Milestone	Date	Final Result	Lead	Links to Corporate plan and OS Business
C DP2	5 & 6	Community Heath. Community Heath is Heath Hands' community outreach project that gives groups of all backgrounds and abilities the opportunity to get involved in discovering and learning about our green spaces. The Project will deliver a range of free activities and events at Hampstead Heath, Highagte Wood and the Kenwood Estate.	Plan developed to provide a range of activities and outreach to bring new audiences to the Heath.	Jan-19	Infrequent visitors, and those who need a little bit of extra support to get involved are able to access support to build confidence. Heath Hands working effectively with a range of community groups, and have established strong networks between different sectors.	Heath Hands Projects and Volunteer Manager	Contribute to a flourishing society - 1,2,3,4
Links to other Outcomes: A, B & D							
Links to other Priorities: 1, 2, 3, 4, 7, 8, 9 & 10							
C DP3	5 & 6	Promote social, environmental and economic outcomes for the Heath cafes Undertake an engagement and consultation exercise to inform the outcomes of a tender exercise to secure social, environmental and economic outcomes for the Cafes on Hampstead Heath.	Plan developed, which will include consultation and user engagement.	Apr-19	Leases are in place and cafes provide an inclusive space which is welcoming to a diverse range of visitors.	Queen's Park & Constabulary Manager	Contribute to a flourishing society - 2,3,4.
			Commence engagement and consultation activities.	June-20	The cafes are an integral part of the Heath experience and support the achievement of the Outcomes.		
			Tender process carried out and leases granted. Service standards and monitoring process embedded in AWP.	Sep-20	Delivery of longer leases which will enable tenants to make investment in the business. The cafes provide an inclusive space which is welcoming to a diverse range of visitors.		
Links to other Outcomes: A, B & D							
Links to other Priorities: 3, 4, 7, 8, 9 & 10							

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Highgate Wood, Keats House and Queen's Park 2019/2022							
Primary Ref	Priority	Project & Action to deliver the objective	Key Milestone	Date	Final Result	Lead	Links to Corporate plan and OS Business Plan
DP1		Keats House Community Infrastructure Levy Project (CIL) Toilets and access and lighting improvements utilising CIL funding	Plan and specification developed and all agreements in place	Apr-19	Keats House visitor experience is enhanced.	Principal Curator	Contribute to a flourishing society.
			Improvements delivered	Jul-19	Keats House visitor experience is enhanced.	Principal Curator	Contribute to a flourishing society.
DP2		Highgate Wood - Roman Kiln Project Working in partnership with Friends of Highgate Roman Kiln (FOHRK) to secure funding to return Roman Kiln to Highgate Wood to be displayed in a reconfigured Education Building. Consultant commissioned by FOHRK will assemble HLF application for submission in July 2019, as part of 2 stage process. Stage 1 is planning and Stage 2 (if bid is successful) is implementation.	City Surveyors Project Team to obtain costings for building conversion based on original design form 2015 HLF application.	May-19	The Roman Kiln is returned and visitors will be able enjoy the associated exhibit and interpretation.	Highgate Wood, Conservation & Trees Manager	Contribute to a flourishing society.
			Stage 1 application submitted	Jul-19			
			Kiln returned and interpretation Hut updated to accommodate exhibition.				
DP3		Queens Park Sandpit & Toilets Development and improvements to the sandpit and adjacent toilets Improvements to access and facilities in the toilets, including additional access directly form the playground.	Plan and specification developed and Gateway 1/2 report presented and all agreements in place	Apr-19	Provide facilities which are accessible, safe and easily maintained. Provide sustainable facilities that are in character with the open space. Provide a play space that is challenging with the appropriate level of risk.	Queen's Park and Constabulary Manager	Contribute to a flourishing society.
DP4		Keats 200 Celebration A programme of celebrations to mark Keats arrival and time living at Wentworth Place - now Keats House.	Events and activities planned for Keats anniversary	Apr-19	Positive feedback from a wide range of diverse visitors and reaching new audiences.	Principal Curator	Contribute to a flourishing society.
DP5		Continue to implement strategies that direct and support the outcomes and priorities for the management of Highgate Wood, Keats House and Queen's Park Implement, monitor & review outcomes and priorities in the Highgate Wood and Queen's Conservation Management Plans (CMP) and Keats House Forward Plan.	Review of Highgate Wood CMP update completed.	Apr-19	CMP review completed and AWP updated.	Highgate Wood, Conservation & Trees Manager	Shape Outstanding Environments.
			Review of Queen's Park CMP update completed.	Oct-19	CMP review completed and AWP updated.	Queen's Park & Constabulary Manager	Shape Outstanding Environments.
			Review of Keats House Forward Plan update completed.	Mar-20	Forward Plan review completed and AWP updated.	Principal Curator	Shape Outstanding Environments.

Pipeline Projects for coming years, which are at a formative stage			
Outcome	Priority	Project	Year
D	7	Youth Engagement Forum for the Heath.	2020/21
D	7 & 10	150 Anniversary of the 1871 Hampstead Heath Act – Celebration.	2020/21
A	2	Heritage Strategy – Management Plan- Listed structures, buildings etc.	2020/21
A	1	Hampstead Heath Ponds – Future ecological Surveys.	2021/22
B	4	Peggy Jay Centre Playground refurbishment.	2020/21
A	3	Developing guiding principles for cycling & angling.	2020/21
C	5	Improved security at vehicle entrances at Parliament Hill and Golders Hill Park.	2021/22

Transition Sheet - Project Record Schedule

Original Ref	New Ref	Detail	Update	Year	Comments
1.1	A DP1	Implementation of the Hampstead Heath Management Strategy.		2019/20	
1.2		Hampstead Heath Ponds Project landscaping, habitat establishment and management.	Moved to AWP CE-CW1	2019/20	
1.3	A DP2	Hampstead Heath Ponds and Wetlands Strategy.		2020/21	
1.4	DP 5	Continue to Implement Strategies that direct and support the outcomes and priorities for the Management of Highgate Wood, Keats House and Queen's Park.		2019/20	
1.5	A DP2	Highgate Wood Conservation Management Plan.	Incorporated into DP5	2019/20	
1.6	A DP3	Veteran and Ancient Tree Protection		2019/20	
1.7		Protections of Veteran Trees - Tree Forum - Engagement with neighbouring Boroughs to adopt guidance.	Moved to AWP TT-PR1		
1.8	A DP7	Bio-security Management.	Also referenced in AWP TT-PR2		
1.9		Kenwood Yard resurfacing	Completed 2017/18		
1.10	DP1	Keats House CIL project.		2019/20	
1.11		Improve security at vehicle entrances at Parliament Hill Fields and Golders Hill Park.	Moved to Pipeline Projects	2021/22	
1.12	A DP4	Asset Management Plan for Hampstead Heath.		2019/20 2020/21 2021/22	
1.13	DP2	Highgate Wood Roman Kiln Project.		2020/21 2021/22	
2.1	A DP5	East Heath Car park resurfacing and drainage improvements.		2019/20	
2.2	D DP1	Waste Management		2019/20 2020/21 2021/22	

Transition Sheet - Project Record Schedule

Original Ref	New Ref	Detail	Update	Year	Comments
2.3	C DP1	Access Audit and landscape improvements.		2019/20 2020/21 2021/22	
2.4	DP3	Queen's Park sandpit and toilets		2019/20	
3.1	DP3	Queen's Park sandpit refurbishment	Integrated into DP3		
3.2	D DP2	Development of volunteering opportunities across the Division		2019/20	Cycling & angling - Pipeline project
3.3	D DP4	Engagement, Consultation and Communications Strategy.		2019/20	
3.4	B DP2	Develop a Play Strategy		2019/20	
3.5	B DP3	Develop the Events Strategy		2019/20	
3.6	A DP6	Development of guiding principles for visitor services across all sites		2019/20	Peggy Jay Playground - Pipeline project
3.7	B DP4	Review and development of Golders Hill Park Zoo.		2019/20 2020/21 2021/22	
3.8		Redevelopment of the Queen's Park Children's Farm	Completed 2018/19		
3.9		Bench dedication and sponsorship project.	Moved to AWP SS-PR7		
3.10	B DP5	Development of the Adventure Playground.		2019/20	
3.11		Review and update entrance signage across the Division.	Moved to AWP COM-PR5		
3.12		Develop the Hive.	Project Closed linked to B DP7		
3.13	DP4	Keats 200 Celebration.		2019/20 2020/21	
3.14	B DP1	Project 3.5 duplicated. Culture moved to 3.14.		2020/21	
4.1	B DP6	Health & well-being - Development of a Sports Strategy.		2019/20	
4.2		OS Dept Water Safety Policy.	Moved to AWP OS-CW14		
4.3		Café and catering provision across the Division.	Integrated into C DP2		

Transition Sheet - Project Record Schedule

Original Ref	New Ref	Detail	Update	Year	Comments
4.4	C DP3	Promote social, environmental and economic outcomes for the Heath cafes.		2019/20 2020/21	
4.5	B DP7	Develop a Master plan for optimising facilities at Parliament Hill.		2019/20 2020/21 2021/22	
5.1	D DP5	Efficiencies and investment plan.		2019/20	
5.2	D DP6	Maximise opportunities for web based and contactless payment systems.		2019/20	
5.3	A DP1	This forms part of the review and implementation of the Management Strategy - 1.1, now A DP1	Embed Divisional Management Framework into ways of working, incorporated into A DP1	2019/20	
5.4		Working Arrangements Review.	Completed 2017/18		
5.5	D DP7	Ensure the health and welfare of our skilled and motivated staff.		2019/20 2020/21 2021/22	
New Project	A DP7	Bio-Security.	New Project	2019/20 2020/21 2021/22	
New Project	A DP8	Monitor Development which may impact upon the Heath.	New Project	2019/20 2020/21 2021/22	
New Project	D DP8	Ensure the Divisions Fleet is Ultra Low Emissions Zone (ULEZ) compliant by 2021.	New Project	2019/20 2020/21 2021/22	

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**HIGHGATE WOOD CONSERVATION
MANAGEMENT PLAN**

**2013-2023
REVIEWED 2018**

SECTION D: CONSERVATION STRATEGY, OBJECTIVES AND ACTION PLAN

1 Vision and Policies

- 1.1 This section of the report takes forward the findings of the preceding sections of this CMP to formulate a vision and management policies for Highgate Wood. The management policies are illustrated in **Figure 10.1: Masterplan**. The Masterplan should be read in conjunction with the woodland management proposals set out in the Highgate Wood Woodland Management Plan (2018) and as shown in **Figure 10.2: Highgate Wood Woodland Management Plan - selected specific management proposals**.

PUBLIC CONSULTATION

- 1.2 Visitors to Highgate Wood were given the opportunity to comment on the proposals for the conservation and management of the Woods during two public consultation events held on 2nd September and 20th October 2012. Draft versions of the masterplan, vision and management policies for the Wood were displayed near to the café. Visitors were encouraged to indicate whether they agreed or disagreed with each of the proposals. The response from the event was very positive with the results revealing that the majority of respondents were supportive the proposals for Highgate Wood. A full breakdown of the results from the consultation events is provided in **Appendix 8**.

VISION FOR HIGHGATE WOOD

- 1.3 The vision for Highgate Wood describes the direction for the Management team to follow and is supported by the site wide policies as identified in the tables below.

To ensure the continuity of Highgate Wood as a managed Ancient Woodland site, whilst maintaining its reputation as a safe environment for relaxation, recreation and education. This special character, combining with heritage features, and conservation value will be conserved and enhanced for the benefit of current and future generations.

SITE WIDE POLICIES

- 1.4 The following site wider policies have been developed and reviewed following the public consultation events.
- 1.5 Status is provided for each policy as follows:
- Short term: 2015/16
 - Medium term: 2016/17 to 2018/19
 - Long term: 2018/19 to 2022/23
 - In process
 - Achieved

HERITAGE

Policy I: Heritage		Responds to issue, vulnerability or opportunity	Status				Achieved
			In process	Short term	Medium term	Long term	
Policy I(a)	<p>Conserve all earthworks through gradual vegetation removal, fencing and interpretation. On-going maintenance of the earthworks will be required.</p> <p>Achievements since 2013: New Conservation area of 2012 provided protection of central part of the major earthwork structure (approximately 150 metres) and stabilized erosion. Area will remain fenced off until 2020. Parts of the fence could be left in situ after 2020 to reduce further damage to earthwork profile.</p>	I(c) 2012 Conservation area				✓	
Policy I(b)	<p>Mark out all archaeological features and provide relevant education and training to management staff.</p> <p>Achievements since 2013: Arboricultural landscape historian provided a series of woodland archaeology classes in 2013 and several Highgate Wood staff attended.</p>	I(d)				✓	
Policy I(c)	<p>Seek to extend the education centre to allow for the return of the Roman Kiln structures and display new information about the origin of the earthworks. An initial options appraisal for the extension of the education centre appears in Appendix 9 of this Plan.</p> <p>Achievements since 2013: The Highgate Wood Roman Kiln HLF bid was submitted in July 2015 but was unfortunately unsuccessful. A Charitable Incorporated Organisation (CIO) was registered with the Charities Commission in 2017 and was registered in March 2018. The Charity, 'Friends of the Highgate Roman Kiln' (FOHRK) are now raising funds for a second bid and have commissioned a draft report in preparation for the bid.</p>	I(f) FOHRK HLF Bid 2013	✓			✓	
Policy I(d)	<p>Explore further opportunities for interpretation and education and develop a heritage themed programme of events throughout the year.</p> <p>Achievements since 2013: The annual Community Heritage Days have been themed around woodland craft, and products and where possible we have also tried to introduce the heritage theme. A long standing member of the HWCG and the Highgate Society provides a series of historical walks in Highgate Wood every year.</p>	I(f) Heritage/historical walks					✓

Policy 1(e)	<p>Strengthen links with English Heritage and the Museum of London to explore avenues for future projects e.g. selective excavation and dating of earthworks.</p> <p>Achievements since 2013: The Museum of London supported the previous HLF bid for the return of the Roman Kiln to Highgate Wood, but following the unsuccessful bid the original Working Group was disbanded. With the creation of the FOHRK (see above) it is hoped that this will refocus resources on the woodland archaeology and excavate some of the principal earthwork features.</p>	1(h)	✓			✓	
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NATURAL ENVIRONMENT

Policy 2: Natural Environment		Responds to issue, vulnerability or opportunity	Status				Achieved
			Ongoing	Short term	Medium term	Long term	
	The coppice with standards structure will be conserved with new conservation areas created and managed. The oak population will be conserved and its age class extended; species diversity will be maintained and enhanced. A programme of survey and monitoring will be implemented to inform future review of the CMP.						
Policy 2(a)	<p>Develop a prescriptive management strategy to guide the conservation of the oak and hornbeam population over the next 10 years and beyond.</p> <p>Achievements since 2013: A new Woodland Management Plan was drafted and presented to the Highgate Consultative Group in May 2018. This compliments the current Conservation Management Plan, providing a more detailed description of the current woodland management, creating a series of new compartments and establishing prescriptions for future woodland management going forward 2027/8. The vision and objectives mirror those in the Conservation Management Plan. The new Woodland Management Plan also addresses more recent issues such as Climate Change and Biosecurity.</p>	2(b) Woodland Management Plan 2017-2027					✓
Policy 2(b)	<p>Work closely with other City of London Open Spaces, the Forestry Commission and other tree health organisations to plan and protect against present and forthcoming tree disease threats.</p> <p>Achievements since 2013: With the arrival of Oak Processionary Moth (OPM) on Hampstead Heath in 2015, and in Queen’s Wood in 2017 OPM surveys were carried out. In Highgate Wood from 2016 onwards, including by independent surveyors commissioned by the Forestry Commission. In June 2018 the first OPM nests were found in Highgate Wood and have subsequently been removed but will undoubtedly return next year in 2019. Work also continues to monitor oak decline within the oak population and in 2017 an external consultant provided advise on</p>	2(d) Started in 2010 and ongoing Oak decline survey					✓

Policy 2: Natural Environment		Responds to issue, vulnerability or opportunity	Status				Achieved
			Ongoing	Short term	Medium term	Long term	
	potential new sites for conservation areas which have been followed up.						
Policy 2(c)	<p>Promote research opportunities with students or post graduates with a focus on vulnerabilities of woodland species, in particular the decline of the oak standards.</p> <p>Achievements since 2013: A Research Fellow at the Institute of Zoology at Regents Park (ZSL) conducted a survey of hedgehogs during the summer in 2017, in and around greater North London, from Alexandra Palace, Highgate and Queen's Woods, parts of Hampstead Heath, and then Regent's Park. The aim is to find out where hedgehogs still live in our parks and neighbouring gardens and use this information to better understand how we might be able to improve conditions for our urban hedgehogs. The Ecology Team assisted with the survey in Highgate Wood during June using a network of cameras installed across the site. Numbers of hedgehog sightings have dropped dramatically since 2012, so the single hedgehog sighting during the four week survey was not really a great surprise. Golder's Hill Park in contrast has a thriving population and may be an important refuge site for this threatened species. The ZSL survey has also provided opportunities to monitor the fox population and this is now the subject of a separate PhD project.</p>	<p>2(d)</p> <p>Oak decline survey</p>					✓
Policy 2(d)	<p>Strengthen links with London Borough of Haringey and consider opportunities to create and enhance 'green corridors' and coordinate habitat management across local Ancient Woodland sites and raise awareness of this vulnerable habitat.</p> <p>Achievements since 2013: The main focus here has been on trying to save individual ancient or veteran trees in the immediate area threatened by development, subsidence claims or safety issues. In 2015 a joint action formed by members of Haringey Council, the Highgate Wood Consultative Group (HWCG), the Highgate Wood Manager, and the owners of an exceptional ancient hornbeam off Highgate North Hill, once part of Highgate Wood managed to save it from being felled due to alleged subsidence. The hornbeam was protected with a TPO and the case went to appeal as Haringey upheld the TPO. Sadly in 2016 a further attempt to save an oak in a rear garden in Church Road, also a survivor of the long lost southern part of Highgate Wood was not successful and the tree was felled. The</p>	<p>2(e)</p> <p>Working on OPM management</p>	✓				

Policy 2: Natural Environment		Responds to issue, vulnerability or opportunity	Status				Achieved
			Ongoing	Short term	Medium term	Long term	
	The coppice with standards structure will be conserved with new conservation areas created and managed. The oak population will be conserved and its age class extended; species diversity will be maintained and enhanced. A programme of survey and monitoring will be implemented to inform future review of the CMP.						
	Highgate Wood Manager and Tree Officer hosted a London Tree Officer's Seminar in 2017 at Kenwood House, which highlighted the plight of veteran and historic trees in the Highgate area to raise awareness of the loss of these irreplaceable trees.						
Policy 2(e)	<p>Manage and expand the existing coppice areas and seek opportunities to create new areas.</p> <p>Achievements since 2013: The latest Conservation area created in 2017 is next to the 2012 area, with the intention of creating a larger area and allowing coppicing operations in the 2017 area to increase light levels in the 2012 conservation area. This was part of a number of recommendations made to the Highgate Wood Team in March 2017 by an external Woodland Consultant based in South London. We have also carried out a series of smaller conservation areas in 2017 and 2018 focusing on hornbeam coppice that has been badly bark stripped.</p>	<p>2(f)</p> <p>Consultation of coppicing. 2017 area next to 2012 area</p>					✓
Policy 2(f)	<p>Monitor the oak standard population as a keystone species, prolong its longevity and continue restocking operations.</p> <p>Achievements since 2013: The oak decline survey started in 2010 continues every summer and in 2019 will complete its tenth year. The survey results presented to the HWCG in May 2018 based on data collected between 2011 and 2017 showed two scenarios, a complete loss of the existing stock of mature and veteran status oaks by 2120, or a more gradual model showing steady loss over the next two hundred years. After nine years we now have data which gives us a much greater understanding of the extent and rate of decline and more latterly regeneration, but the surveys real value will be in another 10 years and beyond. Restocking is taking place including the planting of Hampstead Heath oaks in the 2017 Conservation area, and we are also raising seedling oaks on site to plant out later this year.</p>	<p>2(h)</p> <p>As above. Now using oak seedlings from HH</p>					✓

Policy 2: Natural Environment		Responds to issue, vulnerability or opportunity	Status				Achieved
			Ongoing	Short term	Medium term	Long term	
Policy 2(h)	<p>Encourage the Conservation and Arboricultural Staff on Hampstead Heath to become involved in the management of the Wood and explore the possibilities of learning from other CoL sites.</p> <p>Achievements since 2013: With the arrival of OPM on Hampstead Heath in 2015 and the increasing frequency of severe weather events in the last 5 years, the Tree Team now visit Highgate Wood monthly, sometimes more often. The Tree Team provide opportunities for the Highgate Team to work at other City of London Open Spaces, notably Burnham Beeches, and Epping Forest, and develop their knowledge and understanding of woodland management and tree safety. In 2017 The Highgate Wood Team also visited a managed woodland in Croydon to develop ideas which could be applied in Highgate Wood.</p>	<p>2(c)</p> <p>HH Tree Team visiting HW monthly</p>					✓

COMMUNITY AND RECREATION

Policy 3: Community and recreation		Responds to issue, vulnerability or opportunity	Timing				Achieved
			Ongoing	Short term	Medium term	Long term	
Policy 3(a)	<p>Build on existing relationships with the local community and stakeholders to form a dedicated Friends of Highgate Wood group formed around a core group of volunteers.</p> <p>Develop volunteering activities through Heath Hands and increase sessions.</p> <p>Achievements since 2013: No Friends of Highgate Wood has been formed, but significant progress on developing and increasing Heath Hands involvement in conservation work and woodland management have been made in Highgate Wood since 2013. There were 20 Heath Hands sessions in 2013/14, and in 2017/18 the number of sessions had increased to 28, with a total of 598 volunteer hours recorded. There has been a steady increase in size of the group, and most sessions now have anything up to 12 volunteers attending.</p>	3(a) and (q)	✓				

Policy 3(b)	<p>Improve links with young people and youth community groups.</p> <p>Achievements since 2013: Further attempts have been made to include local schools, primary and secondary on the HWCG including this year during the Spring and Summer period, but without success. Fortismere have been proactive in trying to support the Highgate Wood Team with large number of pupils visiting the site during the GCSE period, but there has been no interest in taking this further and involving them with HWCG.</p>	3(c)				✓	
✓ Policy 3(c)	<p>Explore opportunities to host events that raise the awareness of the UK's woodland heritage and its vulnerability.</p> <p>Achievements since 2013: The Highgate Wood annual walks programme includes a number of walks where the public are made aware of the vulnerability of the woodland environment is highlighted. This has become more apparent in the last 5 years with the increasing visitor numbers and level of activities both licensed and non-licensed. The Highgate Wood Manger has also presented a number of Seminars on Ancient Woodland and its importance to the Hampstead Heath Consultative Group and also other London Tree and Woodland Professionals.</p>	3(f) Community Heritage Day					✓
Policy 3(d)	<p>Achievements since 2013: This has not been achieved for a number of reasons; poor quality of walking surface especially in the winter months, and conflicting priorities.</p>	3(h)				✓	
Policy 3(e)	<p>Explore options to resolve conflicts between sports people and those enjoying the field area on weekends.</p> <p>Achievements since 2013: This issue seems to have largely diminished. There were a number of incidents involving footballers and dogwalkers, but after challenging some of the teams about unrelated bad behaviour this issue has disappeared.</p>	3(k)					✓
Policy 3(f)	<p>Explore feasibility of increasing charges for hiring out the facilities and explore all avenues for marketing and income generation. The charitable status of the organisation should be highlighted.</p> <p>Achievements since 2013: There are now 8 organisations or individuals paying to use Highgate Wood. In 2017 these activities were collectively generating £15,383.00 which nearly three times more than the revenue from the cricket and football bookings. The current fees and charges are in the process of being reviewed and the opportunity for increasing income should be considered, but also needs to be approached with some caution as large increases may force some current users to go elsewhere.</p>	3(m) Licenced activities increased with income					✓

Policy 3(g)	<p>Promote public access but ensure careful monitoring of visitor numbers and restrict access to sensitive ecologically and archaeologically sensitive areas.</p> <p>Achievements since 2013: This is the subject of considerable discussion at present; and was raised at the HWCG meeting in 2017 and 2018. Visitor number have increased significantly since 2013, with the growing popularity of forest schools and other activities attracting 3138 additional visitors (mainly children) in 2017. The two most frequent activities are a pre-school nursery group and a forest school and they use specific areas in the woodland that are monitored for tree safety and ground compaction.</p>	3(o)					✓
Policy 3(h)	<p>Increase knowledge of and links to Queen's Wood through use of signage, websites, leaflets, maps and electronic information.</p> <p>Achievements since 2013: Highgate Wood have strengthened the links with Queen's Wood, and have been involved in Bat Walks, and a series of walks comparing Queen's Wood and Highgate Wood, looking at Geology, Natural Regeneration and a forthcoming walk on Oak decline. Queen's Wood volunteers have a stall at Community Heritage Day every year to promote the Friends of Queen Wood and recruit new members.</p>	<p>3(g)</p> <p>Dual walks introduced in 2017</p>					✓

BUILT ENVIRONMENT

Policy 4: Built environment			Timing				Achieved
			Ongoing	Short term	Medium term	Long term	
<p>The condition and appearance of existing buildings will be maintained and the setting of key heritage features such as the Fountain and the Lodge will be enhanced. Infrastructure and site furniture will be maintained and rationalised where possible and high-quality design and materials appropriate to the woodland setting will be used throughout. There will be a general assumption against further built development unless it is deemed to have no negative impact upon the heritage, ecology or enjoyment of the site and it is of outstanding architectural design or the benefits it delivers are of sufficient merit.</p>		Responds to issue, vulnerability or opportunity					
Policy 4(a)	<p>Investigate options to create a small car park for visitors with mobility difficulties close to Onslow Gate.</p> <p>Achievements since 2013: This has been the subject of considerable debate and due to several regular visitors with disabilities expressing their opposition to the proposal, the proposal has not been followed up.</p>	4 (a) and (d)				✓	
Policy 4(b)	Re-configure the layout of the existing café building to improve kitchen facilities and to	4(b)				✓	

	<p>increase the capacity for indoor dining.</p> <p>Achievements since 2013: The installation of a kiosk serving light snacks and refreshments has helped capacity issues.</p>						
Policy 4(c)	<p>Rationalise vehicle deliveries and restrict vehicle movements throughout the site.</p> <p>Achievements since 2013: In June 2017 the vehicle gates at Onslow entrance were converted over to an electric system, with remote opening and closing controlled by the Highgate Wood Team. This has had a major impact on vehicle deliveries to the café and prevents vehicles entering the site without authorisation. A large secure storage box has been installed just inside Onslow gate so that café deliveries can be dropped off without having to drive into the site. In addition, a post box has been installed on the gates so that Royal Mail can drop off post without needing to drive into the Wood. These measures collectively have reduced vehicle movements and improved the experience of visitors visiting the site.</p>	4(a) Electronic gates					
Policy 4(d)	<p>Promote access for all and ensure existing provision is DDA compliant.</p> <p>Achievements since 2013: In August and September of 2013 we asked for advice from the Head of the City of London's Access Team, who visited the site and made a number of recommendations. The map on the Highgate Wood Website was revised to show which gates are accessible to those with mobility problems, and highlighted the Onslow Gate for those using mobility scooters which have a wider wheel base than standard wheelchairs.</p>	4 (d) and (e)	✓				
Policy 4(e)	<p>Improve environmental performance of buildings throughout the wood e.g. insulation of lodges, updating heating systems and photovoltaic installation.</p> <p>Achievements since 2013: In September 2013 a new 7.68Kw photovoltaic installation was commissioned installed by City Surveyors. This system is now used to charge an electric vehicle, and a series of other battery operated tools, including a hedge trimmer, leaf blower, and small chainsaws. The installation generates an average 5,500kw annually.</p>	4(f) PVs on Machine shed				✓	
Policy 4(f)	<p>Increase the range of play equipment to cater for children in the 7 – 10 age group.</p> <p>Achievements since 2013: Several new play units installed since 2013.</p>	4(g)			✓		

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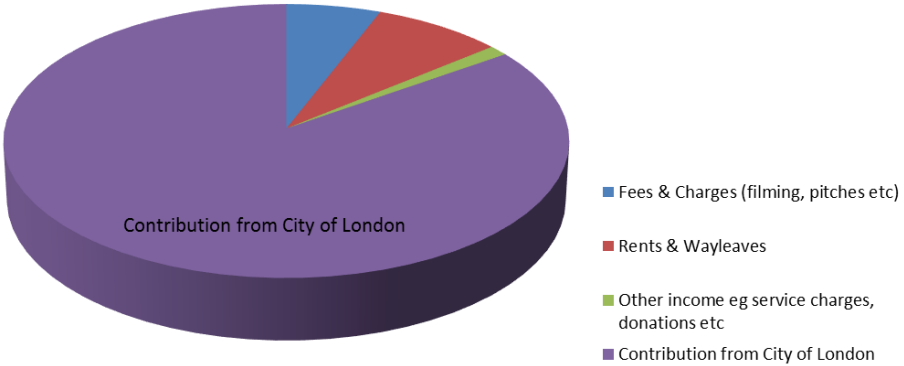
Agenda Item 5c

Licences for Highgate Wood: 2017/18 & 2018/19

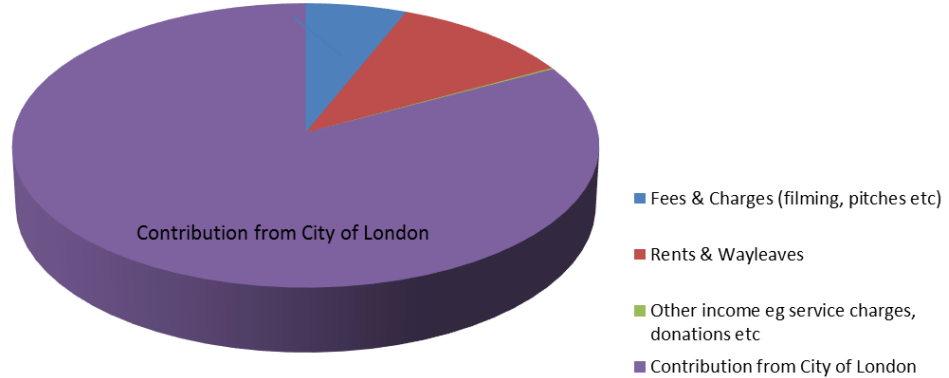
Activity	Licence period	Participants/ occurrences		Income	
		2017 /18	2018/19	£ 2017/18	£ 2018/19
Forest School Nursery	3 year ends Dec 2019 / 3days per week and storage	3,138	2,874	6,551.14	5,122.66
Storytelling	1 year ends July 2019 / 2 X week + Birthday parties + school trips + 'holiday specials'	unknown	unknown	1,456.72	1,509.14
Holiday Forest School Sessions	3 year ends Dec 2019 / school holidays up to 14 weeks a year	1,228	1,370	3,684.00	4,110.00
Football Coaching 2 – 6 yrs	1 year ends Sept 2019 / Saturday mornings / 1 week in summer	841	1,449	440.58	934.08
Football Coaching 5+ years	1 year ends March 2019 / School holidays	48 days	43 days	1,200.00	895.84
Art Therapy Workshops	4 workshops over 6 months ends June 2019	88	74	484.00	352.72
Birthday Parties	Currently no licence	6 parties	2 parties	192.00	64.00
Forest School Birthday Parties	1 year ends Jan 2020 / ad hoc basis	3 parties	18 parties 208 children	92.50	550.00
Medicinal Herb Walks and workshops	No licence at present	3 walks	1 walk	89.58	33.33
Filming / Photo Shoots	n/a		19 shoots	1,200.00	2,640.00
				15,390.52	16,211.77

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	2017/2018
Fees & Charges	£24,186
Rents & Wayleaves	£33,340
Other income (including Service Charges & Donations)	£5,008
City of London Contribution	£347,667
Total	£410,201



	2018/19 (as at 28 February 2019)
Fees & Charges	£22,612
Rents & Wayleaves	£40,788
Other income (including Service Charges & Donations)	£570
City of London Contribution	£307,358
Total	£371,328



Committee:	Date:
Open Spaces and City Gardens - For Decision Hampstead Heath, Highgate Wood and Queens Park Epping Forest and Commons Committee West Ham Park Port Health & Environmental Services Queen's Park Consultative Group Highgate Wood Consultative Group	10 December 2018 13 March 2019 14 January 2019 04 February 2019 15 January 2019 27 March 2019 3 April 2019
Subject: Tree Pests and Diseases: Oak Processionary Moth urgent update	Public
Report of: Colin Buttery – Director, Open Spaces	For Information
Report author: Colin Buttery – Director, Open Spaces	

Summary

This report provides Members with an update on the challenges being faced due to the spread of Oak Processionary Moth (OPM) across the Open Spaces in the care of The City of London. The OPM caterpillars shed irritating hairs that can cause allergic reactions in people and dogs.

The report also highlights the resource issues with expenditure in the financial year 2018/19 approaching £100,000 across the Open Spaces. It is anticipated that the resource demands for the control of OPM in future years will be in excess of £250,000 pa. It is proposed that these new and increasing resource commitments are highlighted through the Chamberlain to the Medium-term Financial Planning Process scheduled for January 2019.

Recommendation

Members are asked to:

- Note the challenging position regarding the spread of Oak Processionary Moth (OPM) and the partnership work being undertaken with the Forestry Commission.
- Note that the cost of risk based OPM control undertaken in 2018/19 is likely to lead to a small departmental overspend at the year-end.
- Approve the submission of a bid for additional resources to Resource Allocation Sub Committee for future financial years from 2019/20, highlighting OPM as a new and significant resource demand in the medium-term financial planning process.

Main Report

Background

1. Oak Processionary Moth (*Thaumetopoea processionea*) (OPM) was accidentally introduced to the UK from Europe through the importation of oak trees for a development site in Richmond, West London in 2006. In a short space of time OPM had spread to a wide area of the Borough of Richmond and by 2008 was found in Richmond Park and Kew Gardens.
2. OPM is a pest species that feeds on oak trees and in extreme numbers can result in the defoliation of a tree. However, the main reason for seeking to control the spread and numbers of OPM caterpillars is that the irritating hairs on the caterpillars and within the communal nests, represents a public and animal health hazard through allergic reactions.
3. The City of London has been working closely with the Forestry Commission, Natural England, National Trust, The Royal Parks, Local Authorities and other land owners to share scientific data and research, practical experience and good practice. Public Health England has also been involved in advising on health issues and the Forestry Commissions communications including: “*Spot it, avoid it, report it*” public awareness campaign. Information has been sent to GP’s across London and Veterinary surgeries have also been contacted to make vets aware of the symptoms and risk primarily to dogs.
4. The City Corporation Chairs the Oak Processionary Moth Strategic Group which helps the Forestry Commission engage with landowners, share the strategic direction being taken by Defra and promote best practice.
5. Control methods have primarily focussed on two approaches; nest removal or pesticide spraying with *Bacillus thuringiensis var kurstaki* (known as Bt) a bio-pesticide. The bio-pesticide is applied in early spring as soon as the eggs hatch and the initial instars (developmental stages) of the caterpillars emerge. Neither approach is 100% effective and the aim of both techniques is primarily to protect public health and reduce the rate of spread of the pest.
6. The City Corporation has taken a risk zone-based approach targeting OPM in areas where the public would be most at risk of being exposed to the caterpillars or nests. This includes removal of nests close to busy locations such as car parks, key paths and buildings, catering facilities, children’s play and sporting facilities.
7. The use of the bio-pesticide (Bt) in the Spring where OPM has already been identified is also carefully targeted. Spraying is kept to a minimum because of its impact on non-target species of Lepidoptera such as butterflies and native species of moth. The collateral damage to the wider biodiversity of a site is a concern with many of the Open Spaces protected through statutory designations such as Sites of Special Scientific Interest (SSSI), National Nature Reserves (NNR), and sites of Special area of Conservation (SAC).

8. The Forestry Commission and Forest Research are undertaking a regional pheromone trapping programme with support from Cambridge University. This work is helping to monitor the spread of the pest species and the density of the populations. Research is also being undertaken to consider if there are other viable control methods including natural predators.
9. In reducing the human health risks, we are recognising that City of London Arboricultural Officers and Contractors are at an increased occupational health risk. Where these risks are identified, robust measures are in place to ensure correct protective clothing and good operational practices are in place. Experience across London is that despite these measures individuals may become sensitised to the irritating hairs from the caterpillars and that this can result in unpleasant rashes.
10. To date reports of health issues affecting the public on City Corporation sites is very low, but we are now reaching a 'tipping point' at some properties, such as Hampstead Heath, where nest numbers have grown exponentially in 2018. At Ashted Common; the City Cemetery & Crematorium and Epping Forest numbers are currently relatively low, but these properties are likely to follow the same trajectory of large increases in the number of OPM nests and distribution of this pest species over the next few years.
11. The staff time resource and contractor costs will also increase markedly even with the targeted risk zone approach being taken. Officers have attended OPM training sessions and volunteers have also been trained how to identify the OPM nests to assist in the reporting of infested trees. The presence of OPM also impacts on normal arboricultural work including tree safety and veteran tree management. Contractors and Officers from the Corporation have to be aware of OPM as a risk and remove nests before undertaking tree surgery works.
12. To help illustrate the significant change that has taken place in 2018 the figures from Hampstead Heath, Highgate Wood and Queens Park below show the number of nests identified in each year since 2015;

Year	Nests	Trees affected
2015	15*	13
2016	25	20
2017	184	84
2018	2013	680

(*it is likely that OPM arrived at Hampstead Heath in 2014 but was only identified in 2015. Targeted spraying of the pesticide Bt from 2016 will have helped to limit the expansion of the OPM population)

A similar pattern of growth in population was experienced at Ashted Common where the number of OPM nests grew from 6 in 2016; to 16 in 2017; and 184 in 2018.

13. The Forestry Commission has served under the Plant Health Act 1967, Statutory Plant Health Notices (SPHNs) on the City Corporation, requiring the removal the infestations. Failure to comply with a notice can result in enforcement action and possible prosecution. landowners need to be able to demonstrate that reasonable steps have been taken to control the pest.

Financial Implications

14. The annual spend on contracted services for the control of OPM across the Department will be close to £100,000 in 2018/19 which is close to a ten-fold increase in expenditure on OPM compared to 2017/18. The spend is made up of nest removal, pesticide spraying, pheromone trapping and survey inspections across the Divisions as follows: Ashted Common £29,000; City Cemetery £5,000; Hampstead Heath, Highgate Wood and Queens Park £56,500; City Gardens £1,000; Epping Forest £8,000; a total spend in 2018/19 of £99,500.
15. It is anticipated that annual spending on the control of OPM will increase to a figure of circa £200,000 in 2019/20 and plateau at approximately £250,000 to £300,000 in subsequent years. Partner organisations, such as the Royal Parks, have already seen a similar growth in resource commitment having been affected by OPM for a much longer period.
16. The department is profiling a small overspend for the financial year 2018/19 identifying the expenditure on OPM and certain other areas of exceptional spend including the grass and heathland fires experienced in the summer of 2018.
17. It is also proposed that the need for addition resources from financial year 2019/20 onwards is highlighted to Resource Allocation Sub Committee when it considers the medium-term financial planning process in January 2019.

Corporate & Strategic Implications

The Corporate Plan

18. The Open Spaces Department actively contributes to the following Corporate Plan 2018-23 aims and outcomes:

Contribute to a flourishing society

- People enjoy good health and wellbeing
- People have equal opportunities to enrich their lives and reach their full potential
- Communities are cohesive and have the facilities they need

Shape outstanding environments

- We inspire enterprise, excellence, creativity and collaboration
- We have clean air, land and water and a thriving and sustainable natural environment.

- Our spaces are secure, resilient and well-maintained

Support a thriving economy

- Our land management supports local businesses and enterprises

Tree pests and diseases including OPM are identified in the Departmental risk register; OPM represents a significant risk to our ability to deliver key outcomes identified in the Corporate Plan. OPM control measures are needed to allow the public to continue to enjoy the natural environments, whilst protecting public health and wellbeing.

Conclusion

19. The expansion of the range and distribution of OPM across London is resulting in the need for targeted control measures to be undertaken across the Open Spaces. The risk zone-based approach is a pragmatic and effective way to address the public health risk and target necessary resources.
20. In the early years of the OPM infestation the costs of control have been accommodated within the existing resource budgets, however, in 2018 expenditure has reached a quantum where such costs cannot simply be absorbed. It is proposed that the additional resource requirement is highlighted through the medium-term financial planning process.

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