



Hampstead Heath Consultative Committee

- Date:** MONDAY, 25 JANUARY 2021
- Time:** 5.30 pm
- Venue:** VIRTUAL PUBLIC MEETING (ACCESSIBLE REMOTELY)
- Members:** Anne Fairweather (Chair)
Karina Dostalova (Deputy Chairman)
Ray Booth (Barnet Mencap)
Nick Bradfield (Dartmouth Park Conservation Area Advisory Committee)
John Etheridge (South End Green Association)
Mathew Frith (London Wildlife Trust)
Cindy Galvin (Heath Hands)
Colin Gregory (Hampstead Garden Suburb Residents' Association)
Michael Hammerson (Highgate Society)
Dr Gaye Henson (Marylebone Birdwatching Society)
Simon Hunt (Open Spaces Society)
Sharlene McGee (Leonard Cheshire Disability)
Helen Payne (Friends of Kenwood)
Thomas Radice (Heath and Hampstead Society)
Harunur Rashid (Black and Minority Ethnic Communities representative)
Susan Rose (Highgate Conservation Area Advisory Committee)
Steve Ripley (Ramblers' Association)
Ellin Stein (Mansfield Conservation Area Advisory Committee & Neighbourhood Association Committee)
Richard Sumray (London Council for Recreation and Sport)
Simon Taylor (Hampstead Rugby Club)
David Walton (Representative of Clubs using facilities on the Heath)
John Weston (Hampstead Conservation Area Advisory Committee)
Simon Williams (Vale of Health Society)

Enquiries: Leanne Murphy / leanne.murphy@cityoflondon.gov.uk

Accessing the virtual public meeting

Members of the public can observe this virtual public meeting at the below link:

<https://youtu.be/XCV5Pr09TSY>

This meeting will be a virtual meeting and therefore will not take place in a physical location following regulations made under Section 78 of the Coronavirus Act 2020. A recording of the public meeting will be available via the above link following the end of the public meeting for up to one municipal year. Please note online meeting recordings do not constitute the formal minutes of the meeting; minutes are written and are available on the City of London Corporation's website. Recordings may be edited, at the discretion of the proper officer, to remove any inappropriate material.

John Barradell
Town Clerk and Chief Executive

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 and summary of the meeting held on 19 October 2020.

For Decision
(Pages 1 - 16)
4. **HAMPSTEAD HEATH, HIGHGATE WOOD AND QUEEN'S PARK COMMITTEE MINUTES**
To receive the draft public minutes of the Hampstead Heath, Highgate Wood and Queen's Park Committee meeting held on 7 January 2021.

For Information
(Pages 17 - 22)
5. **SUPERINTENDENT'S UPDATE**
Report of the Superintendent of Hampstead Heath.

For Discussion
(Pages 23 - 46)
6. **MANAGEMENT FRAMEWORK**
Report of the Director of Open Spaces.

For Discussion
(Pages 47 - 86)
7. **FEES AND CHARGES 2021-22 & 2022-23**
Report of the Director of Open Spaces.

For Discussion
(Pages 87 - 142)
8. **CWP 2021/22 UPDATED BID REPORT**
Report of the City Surveyor.

For Information
(Pages 143 - 156)
9. **VOLUNTEERING UPDATE**
Oral update from Heath Hands.

For Information
10. **QUESTIONS**
11. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**
12. **DATE OF NEXT MEETING**
The date of the next meeting is 19 April 2021.

HAMPSTEAD HEATH CONSULTATIVE COMMITTEE Monday, 19 October 2020

Minutes of the virtual meeting of the Hampstead Heath Consultative Committee held on Monday, 19 October 2020 at 5.30 pm

Present

Members:

Anne Fairweather (Chair)
Karina Dostalova (Deputy Chairman)
Ray Booth (Barnet Mencap)
Nick Bradfield (Dartmouth Park Conservation Area Advisory Committee)
Mathew Frith (London Wildlife Trust)
Cindy Galvin (Heath Hands)
Colin Gregory (Hampstead Garden Suburb Residents' Association)
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)
Ellin Stein (Mansfield Conservation Area Advisory Committee & Neighbourhood Association Committee)
Richard Sumray (London Council for Recreation and Sport)
Simon Taylor (Hampstead Rugby Club)
David Walton (Representative of Clubs using facilities on the Heath)
John Weston (Hampstead Conservation Area Advisory Committee)
Simon Williams (Vale of Health Society)

Officers:

| | |
|------------------|---|
| Colin Buttery | - Director of Open Spaces |
| Bob Warnock | - Superintendent of Hampstead Heath |
| Colin Buttery | - Director of Open Spaces & Heritage |
| Jonathan Meares | - Highgate Wood, Conservation & Trees Manager |
| Declan Gallagher | - Operational Service Manager |
| Richard Gentry | - Constabulary and Queen's Park Manager |
| Paul Maskell | - Leisure and Events Manager |
| Yvette Hughes | - Business Manager, Open Spaces Department |

1. APOLOGIES

Apologies were received from John Etheridge (represented by John Hunt), Steve Ripley, Harunur Rashid and Sharleen McGee.

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 6 July 2020 were approved as a correct record.

Matters Arising

In response to a query concerning the refusal of telecoms monopole and cabinets outside Ivy House, the Superintendent confirmed that the application was still being considered by the Local Authority and Members would receive an update when the outcome was received.

4. **HAMPSTEAD HEATH, HIGHGATE WOOD AND QUEEN'S PARK COMMITTEE MINUTES**

The public minutes of the Hampstead Heath, Highgate Wood and Queen's Park Committee (HHHWQPC) meeting held on 9 September 2020 were received.

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

The draft public minutes of the Hampstead Heath Sports Advisory Forum meeting held on 30 September 2020 were received.

Members were advised that the Forum intended to further consider the balance of sports provision across the Heath, noting how many people were using the Heath and engaging in sports and recreation during lockdown. The Chair confirmed that the future remit of the Sports Forum was being reviewed with the Chair of the Forum and the Superintendent.

6. **GOVERNANCE REVIEW**

Members received an oral update from the Chair concerning the City Corporation's Governance Review. Members also noted Lord Lisvane's report and a note on the relationship between the HHHWQPC and the Hampstead Heath Consultative Committee.

The Chair stated that Lisvane's report was a comprehensive review, in terms of scope, and also included a review of the Standing Orders. A major review point was the number of Committees which was higher than the number of Members. It was acknowledged that some areas were addressed in more detail than others, with the Open Spaces as a whole considered in much less detail.

The Review recommended the disbandment of a number of Consultative Committees, including the Hampstead Heath Consultative Committee, and the merger of the four Open Spaces Grand Committees into one overarching Committee. The Chair emphasised that the London Government Reorganisation (Hampstead Heath) Order 1989 had not been considered and that Lord Lisvane had not fully understood the implications of the legislation.

The Chair stated that this was the start of the process and was keen to keep Members involved in the process and share their views on the recommendations.

Members made the following comments:

- The Chair and Deputy Chairman stressed their view that Consultative Committees and Groups were very helpful and had an important role in terms of accountability and local engagement.

- A Member (London Council for Recreation and Sport) regarded the report to be highly bureaucratic and Square Mile centric with radical proposals made without proper analysis. The implications of disbanding Consultative Committees had not been thought through and the values of consultation was not considered which is unacceptable. It was highlighted that the City Corporation was outwards as well as inwards facing and for the last 30+ years had been good at engaging with and listening to the local community.
- A Member (Highgate Society) echoed the views of their fellow Member and felt that Lord Lisvane should have spoken to Members of Consultative Committees as part of the process to establish what their take on their role was. Members were in agreement that the role of Consultative Committees was vital, and their views added value and validated decisions.
- The view of the Heath & Hampstead Society was highlighted by a Member (Heath & Hampstead Society) quoting the Chair who was cited in the Ham & High saying: "The legal position is that the Hampstead Committees are established by ministerial order. They can't be amended unless by another order. The Society would oppose unconditionally, and by every means at its disposal, the suggested abolition of the Consultative Committee".
- A Member (Hampstead Garden Suburb Residents' Association) noted that the 1989 Order was not mentioned at all in the Review which was the whole basis for the Heath being passed to the City Corporation, with stipulations for a representative group of Members representing local associations, sports interests and so on. There was also no reason given for the abolition of the Consultative Committees other than the fact that there were too many committees which Members did not feel justified the reasoning for the recommendation.
- The Chair thanked Members for their comments and agreed that these views would be shared within the ongoing review process. The next steps would be for Members to review the recommendations; however, the timeline was yet to be drawn up. It would be flagged when the recommendations around the open spaces were being reviewed in further detail. The Chair saw opportunities within the review process for the Committee to streamline their work and ensure they were representative of all Heath users.
- A Member (Friends of Kenwood), noted that open spaces are hugely important to the City, and workers, as has been demonstrated over the last few months. Arguably open spaces should not see any reduction of resources but should be pushed to the front of the agenda.
- The Deputy Chairman confirmed that Members appreciated the Consultative Committee process as a very valuable forum for

consultation. Members agreed to do all they would to represent the shared views of the Consultative Committee.

7. SUPERINTENDENT'S UPDATE

Members considered an update report of the Superintendent regarding Hampstead Heath and the following comments were made:

- The Superintendent was conscious of staff fatigue after a difficult year and thanked all staff for their ongoing support and hard work. Thanks, was echoed by Members of the Committee.
- In relation to the Constabulary, Members were informed that there was a recognisable change in how open spaces were being used with more people gathering in them socially. Gatherings as large as 80-100 of mainly young adults were experienced at the Heath throughout the summer and the four E's approach of Engage, Explain, Encourage, Enforce continued to be used. The Constabulary continue to engage with the MET who have provided ongoing support to enforce Government Guidelines where needed.
- The Superintendent updated Members on four planning applications:
 - **The Water House.** The works have now completed.
 - **The Garden House.** The City Corporation has responded to Camden Council regarding the applicant's Sustainable Urban Drainage Scheme condition 8.
 - **Jack Straws Castle.** It was confirmed that Camden Council have refused this planning application.
 - **Telecoms Mast (outside Ivy House).** The Planning Inspectorate is still to determine the appeal.
- The Superintendent noted that discussions with the Remembrancer were ongoing to submit a response to the Government White Paper on the future of the planning system in England.
- Officers confirmed that the tender of Golders Hill Park Accessible Car Park during summer 2020 had been impacted by Covid-19. The brief would be updated, and a further tender process would take place.
- The Director of Open Spaces provided an overview of the Open Spaces picture advising that Covid-19 had significantly impacted all Departments in terms of increased costs and a loss of income with the overall City Corporation deficit estimated to be over £20m for the current financial year. It was noted that Officers were working hard to reduce this figure, e.g. Hampstead Heath had an anticipated deficit of £500k at the beginning of the lockdown but the Team have worked hard over the summer to get income streams back up and running, and to identify

efficiencies where possible. These efforts have reduced the anticipated deficit considerably Officers were working to achieve a balanced budget by the end of the financial year.

- The Director stressed that despite the tireless work of Officers, all Open Spaces were vulnerable before the pandemic and would remain vulnerable pending a likely second wave and lockdown, which would impact upon income streams and may further increase costs. The City Corporation is working to be more efficient in 2021/22 with target efficiencies of 12% of Local Risk Budgets, which equated to £525k. Fundraising opportunities and grants continue to be investigated to support the Heath charity and the Team were working hard to ensure that core services continued to be provided to a high standard.
- The Superintendent added that this would be tackled through a series of projects and programmes which were consistent with the Divisional Plan. This would include work on licensing, events and fundraising opportunities and a further catering offer at the Heath Extension. A fees and charges report would be prepared for Members to consider at their January 2021 meeting.
- In response to a query from a Member (London Council for Recreation and Sport) concerning whether spending would be deferred until next year. The Director confirmed the Capital Programme had been affected with a number of projects now on hold pending review. The Department was now grouping and prioritising all of its projects to make bids more successful. Longer term impacts on the budget were being considered, as delaying projects to balance the budget would not be sustainable in the long-term.
- With regards to fundraising, a Member (Highgate Society) noted that the Heath was surrounded by wealthy property owners and suggested approaching them for possible donations as the Heath greatly added value to them and the value to their homes.
- The Director noted that a lot of people did not understand that the Heath was a charity and a communications approach was being developed to push this idea. It was hoped that by making the process easier for people to make donations, this would increase particularly in light of the Heath's affluent locals.
- A Member (London Council for Recreation and Sport) felt a more holistic view was needed to promote the charity and requested that the Committee receive a report on the charity as a whole. It was acknowledged that charities were really struggling and therefore the approach needed to be right. It was suggested that the Superintendent become the Chief Executive of the charity. Members were reminded that a full City Corporation Charity Review was currently underway which included the Heath.

- Following an enquiry by a Member (Representative of Clubs using facilities on the Heath) regarding possible central Government Covid support, the Director confirmed that funding was available for Local Authority functions, so whilst the City Corporations Open Spaces within the square mile were eligible, the charity activities at the Heath did not fulfil a Local Authority function, and were subsequently not entitled to Local Authority support. As an employer, the Furlough scheme was available for staff unable to undertake their core role.
- A Member (Highgate Society) wished to understand the intensity of use at the Heath and Highgate Wood by Forest Schools, i.e. the number of schools, where within the open spaces they operated and the amount paid, etc. The Superintendent advised that a short-term approach was currently in place, but a new process was being worked up in line with the dog walking licensing scheme providing a more specialised approach, which would include input from the Heath's ecologist..

RESOLVED – That Members provide feedback.

8. **DRAFT HAMPSTEAD HEATH PONDS AND WETLANDS PLAN**

Members considered a report of the Director of Open Spaces providing an update on the Hampstead Heath Ponds and Wetlands Plan.

Members were advised that a scoping report was submitted for Members views in April 2018, to outline the proposed approach to preparing this plan, and what should be included. The document picked up the significant pond management issues including long-term options for desilting, ecological impacts and climate change. The City Corporation Climate Action Strategy, which was approved last week, was also referenced. Moving forward, open spaces would play a key role in achieving the Strategy objectives.

The Superintendent sought wider discussion and engagement with Members on the draft Ponds and Wetland Plan and Members were encouraged to provide written comments by 2 November 2020. This feedback would be incorporated into the final Plan to be considered by the Hampstead Heath, Highgate Wood and Queen's Park Committee in November 2020.

The following comments were made by Members:

- A Member (Heath and Hampstead Society) noted that the Society fully supported what they regarded to be a well written proposed plan and felt that PR guidance would be beneficial.
- A Member (Highgate Conservation Area Advisory Committee) felt that the safety of wild waterfowl should be prioritised over dogs access to swimming, noting there had been several incidents over the summer where swans and other wildfowl had been attacked by dogs swimming in the ponds. A result of Covid-19 was an increase in dog ownership. Having wild waterfowl on the Heath would only be possible if dogs were properly controlled. Members agreed more could be done to protect

wildlife and it was recommended that Wildlife Legislation be used to assist rules concerning the proper control of dogs. It was noted that the dog walking code of conduct will soon be in place.

- A Member (South End Green Association) noted that dogs were swimming over to the Boating Pond island, which needed to be protected. It was suggested that the southside path be fenced off, so visitors only used the path via the dam. Officers confirmed that there were aspirational plans to remove the causeway to the island.
- A Member (Marylebone Birdwatching Society) noted that the injury to swans from angling, as a result of entanglement in hooks and lines, was reported at the Sports Forum, but was not included within the Plan. Members were advised that the Ranger Team continued to work with a Swan Protection Group to protect swans at the Heath and were addressing dog and angling concerns. It was noted that the swan population had increased.
- In response to a query by a Member (Highgate Society) concerning the biodiversity of the ponds and new species, Officers confirmed that some new invertebrate species had been sighted (willow emerald dragonfly), following Heath Hands surveys in 2017 and 2018.
- A Member (Highgate Society) noted that water quality was potentially being affected by pollution from oil and tanning lotions used by swimmers. Officers confirmed that chemical issues were being assessed including the impact of insecticides used in some flea treatments.
- Members welcomed a report on the environmental impact of recreational users followed by a public education programme.
- A Member (London Council for Recreation and Sport) supported the Anglers Association, who have recently joined the Sports Forum, and hoped that a strengthened relationship with the Association would deal with any concerns by anglers.
- It was noted that the common gull mentioned in the report was actually not very common in London, compared to the black headed gull, and was undergoing a slow decline in the U.K.

RESOLVED – That Members views are sought in relation to the approach, content and recommendations covered in the draft Hampstead Heath Ponds and Wetland Plan (appendix 1).

9. **2020 SUMMER SWIMMING SEASON**

The Committee received a report of the Director of Open Spaces providing an update on the 2020 summer swimming season at Hampstead Heath which was impacted by Covid-19 and the commencement of the Winter Swimming Season.

The following comments were made:

- The Chair noted that over 120k visitors had been swimming over the summer since the Bathing Ponds and Lido reopened following lockdown with social distancing. Over 1,000 people took part in a swimming survey to give their views, including how safe and secure they felt and the ticketing process.
- The Superintendent noted that the BBC were on site today to film a positive story at the Lido around a long term study, which many of the Lido swimmers had been involved with, concerning how cold-water swimming could hold a clue for a dementia cure.
- In line with the outcomes of the Swimming Review, the wristband season tickets have been introduced and over 1,900 have been issued. Contactless payments were also working well, and the Stewards were doing a great job of sharing information and supporting the Covid secure arrangements. A review of the 2020 Summer Swimming Season would be presented to Members of the Management Committee in November 2020 followed by a report at the end of the current financial year to capture the full year impact.
- The Superintendent stated that the Heath Team have done an amazing job managing swimming which was a huge Team effort. Positive feedback was received from swimmers who have been happy to be able to get back into the water, in particular since 20 September when facilities have been operating with a capacity cap.
- In response to a query from a Member (Heath and Hampstead Society) concerning the negative letter in Heath & Ham requesting the preservation of free open swimming, the Chair confirmed that the issues had been responded to and many were addressed within the Swimming Review. It was highlighted that many lidos and open water venues had not reopened this summer, and the City Corporation had supported the work to open facilities and make them Covid secure.
- A Member (Friends of Kenwood) emphasised the very responsive Twitter swim feed over the summer, which was done very well. Members saw social media as a great tool to interact with users.
- Officers responded to a query concerning unauthorised swimmers advising that this was a clear safety concern, and this was being deterred using extra signage and patrols. It is also included in the Model Boating Pond recommendations within the Pond and Wetlands Plan.
- It was noted the Serpentine Swimming Club had received 2,000 application requests per week whilst the Bathing Ponds were closed, which highlighted the increased popularity of open water swimming. It was acknowledged there would be a real knock-on effect on other open swim venues if there were no Heath Bathing Ponds.

- In response to the swimming survey, a Member (London Council for Recreation and Sport) emphasised the effect of swimming on mental health the importance of wellbeing, and the relationship between active recreation and wellbeing in swimming and all sports which needed to be built on. It was also noted that the survey results, which may be linked to the respondents, showed a lack of diversity, with few BAME swimmers responding to the survey. Members agreed more work, particularly targeting BAME groups, was needed. The Chair confirmed that there had been engagement with the Black Swimming Association. There have also been engagements over the summer to work with migrant children and refugee children, who often have a fear of water, working with organisations to facilitate swimming in the Lido, which has been very successful. Improving diversity remained a priority and more work would follow.

RESOLVED – That Members provide feedback on the Summer Swimming Season.

10. REVIEW OF THE 2020 EVENTS PROGRAMME & PROVISIONAL EVENTS PLANNED FOR THE 2021 PROGRAMME

The Committee received a report of the Director of Open Spaces concerning the significant impact Covid-19 has had on the 2020 Hampstead Heath Events Programme and setting out the events currently scheduled for 2021, taking account of possible further impacts which could arise as a result of Covid-19.

Members were advised that only two events took place in 2020 as planned. The South of England Cross-Country Championships on 25 January 2020 was well attended with record numbers of participants in the youth event. Zippos Circus on 10-15 September 2020 was impacted heavily by the Government restrictions and ticket sales were very low.

It was hoped more events would be able to go ahead in 2021. Plans regarding the March National Cross-Country Championships were struggling and the London Games and Park Run would also likely be impacted. Negotiations were ongoing concerning the day change for the Showman’s Guild and Affordable Art Fair. Members hoped these events could go ahead safely.

The following comments were made by Members:

- A Member (Highgate Society) noted that given the current conditions, it is important Members backed the proposed extra events which would aid enjoyment of the Heath and contribute towards revenue.

RESOLVED – That Members:-

- Provide feedback on the principle of the Showmen’s Guild of Great Britain extending the traditional Easter Fair as set out in paragraph 23;
- Provide feedback on the principle of adding a second event after the Affordable Art Fair in April/May 2021;

- Provide feedback on the proposed 2021 Events Programme (appendix 1).

11. REVISED TENDER TIMELINE FOR THE PARLIAMENT HILL CAFÉ, GOLDERS HILL PARK CAFÉ AND PARLIAMENT HILL FIELDS LIDO CAFÉ

Members considered a report of the Superintendent of Hampstead Heath providing an update on the proposed revised timeline for the tendering of the Parliament Hill Café, Parliament Hill Fields Lido Café and the Golders Hill Park Café.

Members were informed that the leases for the Parliament Hill Café, Parliament Hill Fields Lido Café and Golders Hill Café were due to expire on 12 January 2021. However, due to Covid-19 and the subsequent impact on Officer workload, the tenders for the cafés had been delayed.

Feedback had been provided by the Café Working Group, who had concerns regarding the lease extension to the existing tenants which was not regarded as a long enough time period. They requested that this be further extended, with the tender process being delayed by two or three years. They also asked for reassurance that the current leases, which have been extended, terms and conditions would not be changed, and Officers provided assurance on this point. Concerns were raised around the proposed timeframe of the consultation being held during the winter and the possible impacts on this of any further lockdowns. It was also felt that future tenders should ensure that the cafes remained affordable to the local community.

A Member (Representative of Clubs using facilities on the Heath) noted that the procurement exercise began in 2015 which was a significant time ago. Officers confirmed that a decision was made after the 2015 exercise to offer the current leaseholders with an extension of 3+1 years, taking the leases to January 2021. The tender was due to take place in 2020 but the impacts of Covid delayed the process by a year. A new process would be used going forward which would include significant local engagement.

RESOLVED – That Members:-

- Provide feedback on the proposed revised timeline, as set out in paragraph 7;
- Note the feedback and recommendations from the Golders Hill Park Café User Engagement - outcome report (appendix 1).

12. FIXED PENALTY NOTICES

Members considered a report of the Superintendent of Hampstead Heath concerning the authorisation of Officers to issue Fixed Penalty Notices (FPNs) for byelaw offences and certain other offences under the City of London Corporation (Open Spaces) Act 2018.

Members supported the proposal to seek authority to set the amount of the fixed penalty pursuant to the Open Spaces Act 2018 for a relevant offence at £80, with a reduction to £50 if the penalty is paid within 10 days.

RESOLVED – That Members:-

- Discuss the delegation of authority to the Director of Open Spaces and the Superintendent of Hampstead Heath, Highgate Wood, Queen’s Park to authorise Officers to issue FPNs and require a name and address where there is reason to believe that a person has committed an offence, pursuant to the City of London Corporation (Open Spaces) Act 2018;
- Discuss the amount of the fixed penalty for offences within Hampstead Heath, Highgate Wood and Queen’s Park in respect of which an FPN may be issued under the Open Spaces Act 2018 being set at £80.00 with a reduction to £50.00 if paid within 10 days.

13. ADDITIONAL TREE PLANTING - PARLIAMENT HILL AREA OF HAMPSTEAD HEATH

Members considered a report of the Director of Open Spaces setting out proposals received from the Dartmouth Park Neighbourhood Forum for additional tree and hedge planting across the Parliament Hill area of Hampstead Heath.

Three proposals were submitted by the Dartmouth Park Neighbourhood Forum (DPNF) for tree planting opportunities both along the eastern boundary of the Heath and along the Broad Walk. Two main options were offered by the Heath’s Tree Officer: 1) a formal approach including avenues and a natural approach including groups of trees or 2) the planting of groups of trees in clusters of three’s, five’s and seven’s along the Broad walk. Members saw this as a good opportunity to contribute to increasing carbon capture and biodiversity for the area.

A Member (Hampstead Rugby Club) supported the tree planting but was concerned that planting in the area shown in Figures 2 and 3 would impact on leisure and recreation use in the area, which was currently being used as an overspill area for clubs and schools, e.g. school PE classes, rugby and football coaching and quidditch games.

Officers confirmed that the figures provided reflected the eventual size of the trees after 40+ years when they had increased in size. It was agreed that both could co-exist, and the trees could be positioned to not interfere with the recreational use of the area.

The Superintendent advised that the next steps were to include plans in future Annual Work Programmes (AWP), with the first phase in the 2021/22 AWP. It was noted that there was a sponsorship opportunity to plant trees at a cost £335 per tree plus planting and aftercare costs.

RESOLVED – That Members:-

- Provide feedback on the options set out;
- Provide views on the two options linked to Project 17, as outlined in paragraph 19.

14. DRAFT CODE OF CONDUCT FOR DOG WALKERS AND LICENSING SCHEME FOR PROFESSIONAL DOG WALKERS

Members considered a report of the Superintendent of Hampstead Heath providing Members with an update regarding the introduction of a Code of Conduct for Dog Walkers and a Licensing Scheme for Professional Dog Walkers to regulate this commercial activity using the powers available through the City of London Corporation (Open Spaces) Act 2018. The Superintendent now seeks wider discussion and engagement with Members on the draft Dog Walkers Code of Conduct, Professional Dog Walker Application Form and accompanying Terms & Conditions.

The Chair thanked Members (Friends of Kenwood, Marylebone Birdwatching Society, Hampstead Conservation Area Advisory Committee and Heath & Hampstead Society) for their feedback throughout development of the scheme which hit the news this week. Members were advised that their feedback would be included in the final versions of these documents for consideration by the HHHWQPC at their November 2020 meeting. Following approval, the licences would be implemented and go live in April 2021.

A Member (London Council for Recreation and Sport) noted that there was nothing regarding the number of times a dog walker could come onto the land per session. Officers confirmed the finer detail of the terms and conditions would be worked out before being presented to the HHHWQPC including the implications of the am/pm session and how this impacted dog walkers and their income. Members regarded four to be a sensible number.

A Member (Vale of Health Society) queried why the low limit of 20 licences had been set. A Member (Hampstead Conservation Area Advisory Committee) advised that 20 licences equated to 800 professional dogs per day whereas 30 licences would be 1,200 professional dogs. During discussions, it was considered most appropriate start smaller on the side of caution and increase if appropriate.

A Member (Hampstead Garden Suburb Residents' Association) queried if the Code of Conduct would state that dogs should be kept on leads in all sports areas. It was previously discussed and considered not to be practical for the Heath or the Extension. Officers confirmed the wording used was around dogs being under control and not on a lead. Signage could be used at sports pitch areas to remind dog walkers.

In response to a query with regards to there being no limit on the number of dogs a non-professional walker could walk. Officers confirmed that all dogs

needed to be kept under control and all dog walkers would be monitored with the potential for the implementation of further limitations if necessary.

With regards to the suggested excluded dog walking areas in Appendix 1, a Member (Highgate Society) felt that this list needed to be exhaustive and include all temporarily fenced off environmental areas.

RESOLVED – That Members:-

- Provide feedback Draft Dog Walkers Code of Conduct (Appendix 1);
- Provide feedback on the Draft Professional Dog Walkers Licence Application Form (Appendix 2);
- Provide feedback on the Draft Professional Dog Walkers Licence Application, Terms and Conditions (Appendix 3);
- Provide feedback on the proposal to limit the number of dogs for a Professional Dog Walker, as set out in paragraph 16 and 17;
- Views are sought from this Committee on the maximum numbers of dogs that can be walked under one person's control (para. 3);
- Views are sought from this Committee on the number of licences which can be issued for AM and PM sessions (para. 30).

15. **VOLUNTEERING UPDATE**

The Committee noted a report from Heath Hands providing Members with the volunteering highlights since volunteer programmes began a phased reintroduction from mid-June.

Members were advised that it had been a successful year despite the impact of Covid-19 and over £30k was raised for Heath Hands services. Significant interest from volunteers had been received but the reduced groups in light of Government guidelines meant that, for now, new volunteers could not be taken on.

The Chair gave thanks to all Heath Hands volunteers for their continued hard work and support, including with litter picking during lockdown.

A Member (London Council for Recreation and Sport) questioned why more volunteers could not be taken on to work in more groups of six across sites as this was great for people's health and wellbeing. Member were advised that projects were slowing being reintroduced and it was hoped more volunteers could be brought in over time.

16. **HEATH & HAMPSTEAD SOCIETY PROPOSAL REGARDING THE 150TH ANNIVERSARY OF THE HAMPSTEAD HEATH ACT**

The Committee noted the proposal submitted by the Heath & Hampstead Society for Nature Appreciation Display Boards on Hampstead Heath to

celebrate the 150th Anniversary of the 1871 Act. The following comments were made:

- The Chair encouraged a broader discussion on how the 150th anniversary of the 1871 Act could be celebrated noting that only smaller events were likely to be possible during Covid. The Chair felt this was an opportunity for the broader story of the 1871 movement for the Heath's protection to be told.
- The Heath & Hampstead Society were pleased by the positive response to its proposals for special display boards providing information about the Heath's natural history and protection and welcomed further ideas. It was noted that English Heritage also supported the idea and were in discussion with the society.
- A Member (South End Green Association) suggested including quality bird sounds via QR codes to an app next to pictures on the display boards. Members agreed an interactive board would make it more special.
- A Member (London Council for Recreation and Sport) highlighted the already strained budgets at the Heath and voiced caution against expensive celebrations. It was suggested that fundraising opportunities be explored to celebrate the anniversary.

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.*

- A Member (Marylebone Birdwatching Society) supported the proposal and suggested including information about flowers and butterflies.
- A Member (Highgate Society) remarked that only a limited amount of information could be presented on a board and considered a larger permanent display shown in an information centre plus a booklet/leaflet to be more informative. The Deputy Chairman added that this highlighted the need for a visitor reception and learning centre at the Heath.
- The Superintendent noted that there were good venues, e.g. the cafés and Heath Extension, to share this information and materials plus the public website.

RECEIVED.

17. QUESTIONS

Storage

A Member (Dartmouth Park Conservation Area Advisory Committee) enquired if the old Victorian gate and sign previously on Parliament Hill was still in

storage and if there was an opportunity to bring them back to the Heath or be offered to a museum. The Superintendent confirmed that they were still in storage and there was an opportunity to explore reintroducing them when the tennis hut was removed.

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

There was none.

19. **DATE OF NEXT MEETING**

The date of the next meeting on 25 January 2021 was noted.

The meeting ended at 7.35 pm

Chairman

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

This page is intentionally left blank

HAMPSTEAD HEATH, HIGHGATE WOOD AND QUEEN'S PARK COMMITTEE Thursday, 7 January 2021

Minutes of the virtual meeting of the Hampstead Heath, Highgate Wood and Queen's Park Committee held on Thursday, 7 January 2021 at 4.00 pm

Present

Members:

Anne Fairweather (Chair)
Karina Dostalova (Deputy Chairman)
Deputy David Bradshaw
Alderman Prem Goyal
Michael Hudson
Alderman Gregory Jones QC
Wendy Mead
Ruby Sayed
Deputy John Tomlinson
Caroline Haines (Ex-Officio Member)
John Beyer (Heath & Hampstead Society)
Richard Cornelius (London Borough of Barnet)

Officers:

| | | |
|-------------------|---|---|
| Colin Buttery | - | Director of Open Spaces |
| Bob Warnock | - | Superintendent of Hampstead Heath |
| Katherine Radusin | - | PA to Superintendent of Hampstead Heath |
| Alison Bunn | - | Head of Facilities Management, City Surveyor's Department |
| Mark Jarvis | - | Head of Finance, Chamberlain's Department |
| Gerry Kiefer | - | Department Business Manager, Open Spaces Department |
| Richard Gentry | - | Constabulary and Queen's Park Manager |
| Declan Gallagher | - | Operational Services Manager |
| Yvette Hughes | - | Business Manager Hampstead Heath |
| Paul Maskell | - | Leisure and Events Manager |
| Kristina Drake | - | Media Team, Town Clerk's Department |
| Leanne Murphy | - | Town Clerk's Department |

1. APOLOGIES

Apologies were received from William Upton QC, Deputy Edward Lord, Chris Byers, Adeline Siew Yin Au and Yianni Andrews.

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

There were none.

3. MINUTES

RESOLVED, that the public minutes of the meeting held on 25 November 2020 were approved as a correct record.

Covid-19 update

The Superintendent provided an update relating to issues and matters concerning the Covid-19 pandemic. The Superintendent highlighted the importance of the Open Spaces following the announcement of the third National Lockdown and Officers were anticipating another very busy weekend across the Open Spaces. Managing the heavily used public toilets and keeping them safe was a significant issue.

A programme of works and recovery programmes would be included in the Annual Work Programme which would take several years to complete. It was also noted that following Committee approval of a professional dog walking licensing scheme at the last meeting, Officers had a useful meeting with the recently set up Hampstead Professional Dog Walking Association, which took place in December. The next step was an Expression of Interest to gather further data on dog walker numbers at the Heath. This information would assist the development of the detail of the scheme and the applications.

A Member was concerned regarding the Queen's Park Toilet project which was not accounted for in the proposed budget and requested an update. The Superintendent confirmed that whilst the Project received Gateway 2 clearance from this Committee and the Projects Sub Committee, the Project has been deferred twice by the Resource Allocations Sub Committee (RASC) and was not included when the projects were reprioritised. Subsequently, funds of £30k have been allocated in the Cyclical Works Programme (CWP) to cover maintenance works.

In response to a query regarding accessibility, it was noted that there were two accessible toilets available. Officers were looking at options in relation to a safeguarding around accessing the toilets from the children's sandpit. The Chair confirmed a full update on all capital projects that went to RASC would come to the next Committee meeting.

4. **DEPARTMENTAL AND SERVICE COMMITTEE BUDGET ESTIMATES 2021/22**

The Committee considered a joint report of the Chamberlain and Director of Open Spaces regarding the Departmental and Service Committee Budget Estimates and high-level summary Business Plan 2021/22 for the Open Spaces Department.

The Chamberlain set out the revenue position stating that there were three main changes from the current year: 1) a reduction in the Local Risk Budget totalling £660k which was mostly in relation to the 12% savings figure agreed at Resource Allocation Sub Committee (RASC) in December; 2) a reduction in the planned Cyclical Works Programme (CWP) totalling £732k; and 3) a reduction in the cost of support services totalling £249k. Overall, this totalled a decrease of £1.624M compared with the 2020/21 budget.

The Superintendent summarised the proposed budget savings for Hampstead Heath, Highgate Wood and Queen's Park. These included reviewing staffing

arrangements, operational efficiencies, commercial licensing opportunities, donations, new events, a change to an online only Heath diary, and a number of operational reviews.

In response to a query from the Chair requesting the rationale behind the substantial reduction of the CWP as a result Covid-19, the City Surveyor confirmed this was twofold. The aim was to transfer to a new CWP approach to reduce the backlog going forward; and additionally, Covid-19 had delayed works, as during the first National Lockdown in 2020 site access was not possible for a period of 3 months. It was noted that all urgent health and safety and business critical projects were included in the 2021/22 bid and it was expected that normal funding would resume for the 2022/23 bidding round.

The Chair questioned, if works could not take place for three months, then why was there not more money in the budget instead of less. The City Surveyor confirmed there was no resource issue, the money was transferred across. As a consequence, less money was requested this year so that the funds could be used in 2022/23.

Concerning the Climate Action Capital programme, the Director of Open Spaces clarified this was a bid for the Open Spaces Department as a whole for a six-year period. The first two years of funding would mostly support planned tree planting at Epping Forest.

Members made the following comments:

- The Deputy Chairman felt that the reduction of £1.6M, at a time when there had been a 5-fold increase in footfall, was outrageous and unworkable. Whilst the 12% decrease had been reasonably agreed in RASC the additional cuts from the CWP coming at the same time was not thought through or acceptable.
- The Deputy Chairman added that references to the £2M Climate Action Funding were misleading.
- It was acknowledged that the Heath in particular had come under significant wear and tear in the last year due to overwhelming visitor numbers and Members were concerned that there would be significant health and safety issues if works normally covered under the CWP were delayed.
- The Superintendent was commended for the savings that had been achieved under significant pressure, but there was significant concern for frontline staff trying to deal with the increasing effects of five times as many people visiting the City Corporation's Open Spaces. Whilst it was agreed that a reduction on the budget would inevitably come, the 12% cut was considered to be inappropriate at a time when more spending was required.

- There was concern regarding the reduction of the budget for centrally funded Apprentices, especially at a time of huge impact on youth services and support.
- A Member voiced a health and safety concern regarding the slippery paths at the Heath which would get worse with high numbers at the weekend. It was not felt to be fair to put safety responsibilities on management.
- The Committee noted the proposed 2021/22 revenue budget and reflected concern that reaching the 12% savings in local risk would be difficult with the current Covid-19 restrictions on revenue generation opportunities and the increasing pressure on Officer workload and capacity.
- With regard to the CWP, the Committee was concerned that the increased footfall on the Heath has created further issues to the fabric of the Heath which should be addressed through this programme. The 50% cuts at this time subsequently had a significant impact on the Open Spaces and the Committee therefore requested that this be reconsidered to address these health and safety issues.
- A Member did not agree with the halving of the CWP and felt that procrastinations in necessary work would result in higher costs in the long-term.
- Members were informed that there was a programme to achieve the necessary savings but the added pressures on Officers meant there could be delays in achieving these savings. It was also noted that income generation opportunities were restricted due to Covid-19 restrictions.
- The Director of Open Spaces indicated that it was essential to approve a balanced budget in the timeline before the start of the financial year. The Director encouraged the Committee to consider approving the budget and refer concerns about the CWP and other matters to RASC separately to allow the financial year to start with an agreed budget. This could be reviewed and changed as the year progresses.
- A Member highlighted that Borough Councils were facing similar financial cuts as the City Corporation, e.g. nearly every budget in Barnet Council was cut by 50%. It was therefore difficult to vote against the 12% cut as these financial pressures would remain and the Member felt the Director's compromise to be a good solution.
- The Chair suggested taking each of the recommendations separately for Members to vote on:
 - (i) *review and approve the Hampstead Heath, Highgate Wood and Queen's Park Committee's proposed revenue budget for 2021/22*

for submission to the Finance Committee - Members unanimously (with the exception of one abstention) did not support this recommendation.

(ii) review and approve the Hampstead Heath, Highgate Wood and Queen's Park Committee's capital and supplementary revenue projects budgets for 2021/22 for submission to the Finance Committee – Members supported and approved the current projects listed with the expectation there would be an opportunity to review other projects for inclusion at a later meeting.

(iii) authorise the Chamberlain in consultation with the Director of Open Spaces to revise these budgets to allow for any further implications arising from Corporate Projects, changes to the Cyclical Works Programme, and re-alignment of budgets emanating from the new 'Target Operating Model' – A revision of the wording was recommended to include the Chair and Deputy Chairman to ensure Member's views were included in budget revision decisions.

(iv) agree that minor amendments for 2020/21 and 2021/22 budgets arising during budget setting be delegated to the Chamberlain - Members unanimously (with the exception of one abstention) did not support this recommendation.

- Members ultimately agreed that they did not support the Committee's current proposed 2021/22 revenue budget and requested that a resolution be sent to RASC to ensure full understanding of the issues since the 12% savings figure was agreed and its joint impact on Open Spaces in combination with significant cuts in CWP funding.

RESOLVED - That:-

- An urgent resolution be made to the Resource Allocation Sub Committee highlighting Member's concern and feedback regarding the proposed 2021/22 Hampstead Heath, Highgate Wood and Queen's Park Committee revenue budget for submission to the Finance Committee;
- Members review and approve the Hampstead Heath, Highgate Wood and Queen's Park Committee's capital and supplementary revenue projects budgets for 2021/22 for submission to the Finance Committee and review other projects at a future Committee meeting;
- Members authorise the Chamberlain, in consultation with the Director of Open Spaces, the Chair and Deputy Chairman of Hampstead Heath, Highgate Wood and Queen's Park Committee, to revise these budgets to allow for any further implications arising from current pressures on the Open Spaces, Corporate Projects, changes to the Cyclical Works Programme, and re-alignment of budgets emanating from the new 'Target Operating Model'.

5. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
There were no questions.
6. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**
There were no items.
7. **EXCLUSION OF THE PUBLIC**
RESOLVED - That under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the following items on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act.
8. **NON-PUBLIC MINUTES**
RESOLVED, that the non-public minutes of the meeting held on 25 November 2020 were approved as a correct record.
9. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
There were no questions.
10. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**
There were no items.

The meeting ended at 5.37 pm

Chairman

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

| | |
|--|-----------------------------------|
| Committee(s): Hampstead Heath Consultative Committee | Date(s): 25/01/2021 |
| Subject: Superintendents Update | Public |
| Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly? | 1, 2, 3, 4, 5, 11 & 12 |
| Does this proposal require extra revenue and/or capital spending? | No |
| If so, how much? | |
| What is the source of Funding? | |
| Has this Funding Source been agreed with the Chamberlain's Department? | |
| Report of: Director of Open Spaces | For Discussion |
| Report author: Bob Warnock, Superintendent | |

Summary

This report provides Members with an update on matters relating to Hampstead Heath since October 2020.

Recommendation

Members are asked to:

- Provide feedback on the Savernake Bridge outline design proposals (appendix 1).
- Provide feedback on the proposed Swimming arrangement for 2021, as set out in appendix 3.

Main Report

Coronavirus Emergency Response and Issues

1. On 4 January 2021, the Government announced a third National Lockdown for England commencing on 5 January 2021. Consequently, all sport facilities are closed. The public toilets, playgrounds and car parks remain open and the Cafés are providing a take-away only service.
2. The Superintendent will provide a further update at the meeting and will continue to monitor the Government Guidance.

Constabulary

3. The Constabulary Manager will provide a verbal update at the meeting.

Divisional Plan & Annual Work Programme (AWP)

4. The draft Divisional Plan 2021-24 and draft Ecology and Conservation AWP for 2021/22 are included within the Meeting Agenda Pack for discussion. The full AWP will be presented to Members for discussion in April 2021.

Savernake Bridge

5. The Divisional Plan Project to improve the Savernake Bridge entrance to the Heath is being undertaken in Partnership with the London Borough of Camden and Heath Hands. In relation to the works on the Heath, appendix 1 sets out the proposed concept design. Members views are sought.

Playgrounds

6. The Operational Services Manager will provide an update on the Divisional Plan playground projects.
7. Officers are working with a young local resident and her family to discuss opportunities to collaborate with the local community to refurbish the Heath Extension playground. The resident has written to the Chair to set out her vision for the playground on the Heath Extension (appendix 2).
8. Officers have engaged a Landscape Architect to prepare site drawings. An online meeting will then be arranged to develop a concept design in consultation with the local resident and Members of the local community .
9. The local resident has successfully developed a series of fundraising initiatives through her website and is committed to engaging with the local community to help raise funds to support the improvements at the playground.

Health Connections

10. The Leisure and Events Manager will provide an update at the meeting.

Professional Dog Walking License

11. Following approval of the Licensing Scheme from the Hampstead Heath, Highgate Wood & Queen's Park Committee, Officers have received correspondence from a number of concerned Professional Dog Walkers and their clients/customers.
12. Officers and the Chair have met with representatives of the Hampstead Heath Professional Dog Walkers Association to discuss the implementation of the Licencing Scheme. Moving forward, Officers will continue to discuss the implementation of the Licencing Scheme with the Heath's Dog Walking Community.
13. Due to the impacts of the third National Lockdown, it is proposed to move the implementation date of the Licencing Scheme is revised to 1 October 2021.

Contractors & Maintenance

14. Works to repair sections of the perimeter fence enclosing the Kenwood Ladies' Bathing Pond have been completed. Further fencing repairs across the Heath have been delayed due to ground conditions.
15. The Operational Services Manager will provide an update at the meeting regarding current works in relation to gas compounds and pipe replacement.

16. The East Heath Car Park will be resurfaced, with works currently scheduled to start in February 2021. The Jack Straw's Castle Car Park will be available for parking during these works.
17. The Operational Services Manager will provide and update on:
 - Traditional Playground toilet refurbishment project
 - Lido drainage works at the back of the Lido.
18. The Leisure and Events Manager will provide an update on the Lido Leak repair project, which are due to commence on 18 January 2021.

Capital projects

19. Superintendent will provide an update at the meeting.

Planning

20. The Superintendent will provide an update on current planning applications which are being monitored.

Events

Highgate Harriers Night of the 10k Personal Bests

21. Scheduled for 5 June 2021. The Leisure and Events Manager will provide an update at the meeting, however it is likely that the event will be re-scheduled to 2022.

The English National Cross Country

22. Re-scheduled to 22 May 2021. The Leisure and Events Manager is awaiting further information from the Event Organiser and will provide an update at the meeting.

The Race for Life

23. Scheduled for 12 June 2021. The event organisers have asked the Leisure and Events Manager to hold an alternative date (9 October 2021) should the event need to be further re-scheduled.

The Affordable Art Fair

24. The event organisers have requested to reschedule the event to the Autumn and are considering a second 4 day event in addition to the Art Fair. The dates being considered are:
 - 15-19 September 2021 (event set up commencing 1 September, site cleared by 2 October).
 - 22-26 September 2021 (event set up commencing 8 September, site cleared by 9 October).

Zippos Circus

25. The event organisers have indicated their preferred event dates are 18-24 October, with the site cleared by 25 October 2021.

London Youth Games

26. The event is provisionally scheduled to take place on 20 November 2021.

Swimming

27. The Bathing Ponds and Lido re-opened on 2 December 2020 following the end of the second National Lockdown and closed on 5 January 2021, following the announcement of the third National Lockdown. Swimming remained popular throughout December and early January.
28. Draft proposals for the Summer Swimming Season have been prepared by Officers (appendix 3). The proposals take into consideration the on-going impacts of COVID-19 during 2021 and will be kept under review and adapted in line with changes to Government Guidance and Social Distancing Regulations.
29. As set out in the draft proposals (appendix 3) it is proposed to commence session swimming at the Bathing Ponds from Monday 29 March 2021. This is to avoid the facilities being overwhelmed during the Easter period, which falls in early April.
30. The proposals also set out the proposal to Lifeguards the Mixed Bathing Pond from 29 March 2021.

Corporate & Strategic Implications

31. The projects and works outlined in this report contribute towards the achievement of the three aims set out in the City of London Corporate Plan 2018-23: Contribute to a flourishing society, Support a thriving economy and Shape outstanding environments.
32. The projects and works outlined in this report also contribute towards the three objectives and outcomes set out in the Open Spaces Business Plan 2020-21 (a) Open spaces and historic sites are thriving and accessible, (b) Spaces enrich people's lives and (c) Business practices are responsible and sustainable.
33. The projects and works outlined in this report contribute towards the achievement of the Hampstead Heath Management Strategy 2018-2028 Strategic Outcomes A: The Heath is maintained as a flourishing green space and historic landscape, B: Improved quality of life for Heath visitors, C: The Heath is inclusive and welcoming to a diverse range of visitors and D: Greater number of and diversity of People taking care of the Heath.

Financial Implications

34. The Director and Superintendent will provide a verbal update on the in-year position budget position and the budget for 2021/22.
35. A report setting out the proposed fees and charges for 2021/22 is included within the Meeting Agenda Pack.
36. A new page has been added to the Open Spaces pages on the website to seek donations towards funding Projects across the Open Spaces.

Resource Implications

37. At the time of writing, the Heath is currently operating only critical and essential services as a result of the third National Lockdown. Staff resources are being prioritised keeping the Heath open, safe, accessible and secure.

Climate Implications

38. The City of London launched its Climate Action Strategy in October 2020 and the strategy is now in implementation stage. A key part of the strategy is conserving and enhancing biodiversity alongside reducing the City of London's carbon emissions. This will be the main objective at Hampstead Heath in the short term, especially following the impact of exceptionally high number of visitors due to COVID-19.

Legal Implications

39. No Impact.

Risk Implications

40. There is a risk that works will be further impacted by COVID-19.

Equality Implications

41. No Impact.

Security Implications

42. Security implications are addressed in the emergency response to COVID-19 and are being monitored and recorded through the Departmental Risk Register.

Appendices

- Appendix 1 – Savernake Bridge Outline Draft Proposals.
- Appendix 2 – Letter from local resident.
- Appendix 3 – Draft 2021 Swimming Proposals.

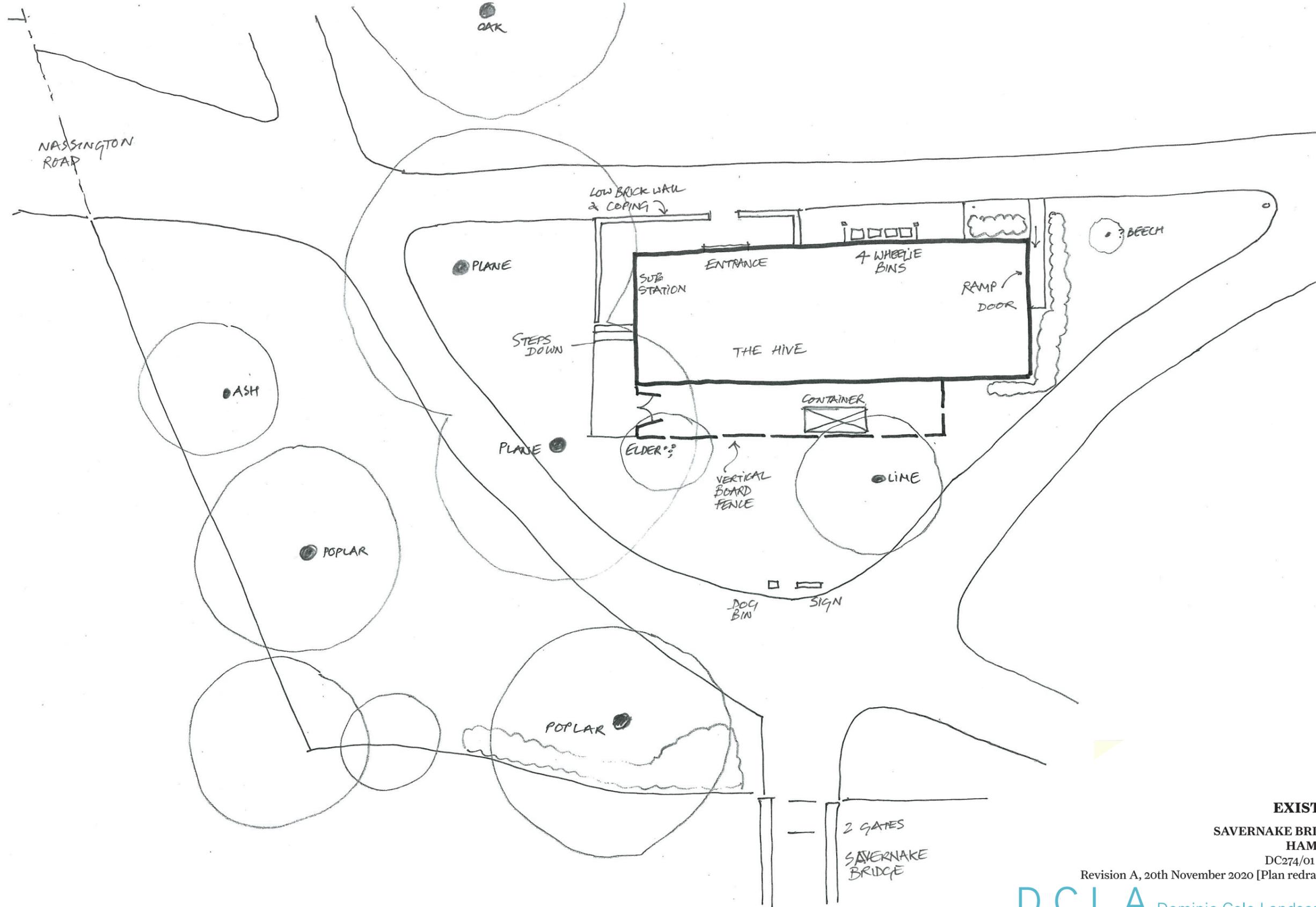
Bob Warnock

Superintendent, Open Spaces Department.

T: 020 7332 3322

E: bob.warnock@cityoflondon.gov.uk

This page is intentionally left blank



EXISTING LAYOUT

SAVERNAKE BRIDGE ENTRANCE
HAMPSTEAD HEATH

DC274/01 - 20th October 2017

Revision A, 20th November 2020 [Plan redrawn & Title Change]

DCLA Dominic Cole Landscape Architects

studio@dominiccole.net / 0207 700 7510 / 42 Brecknock Road, London N7 0DD

© Dominic Cole Landscape Architects Ltd.

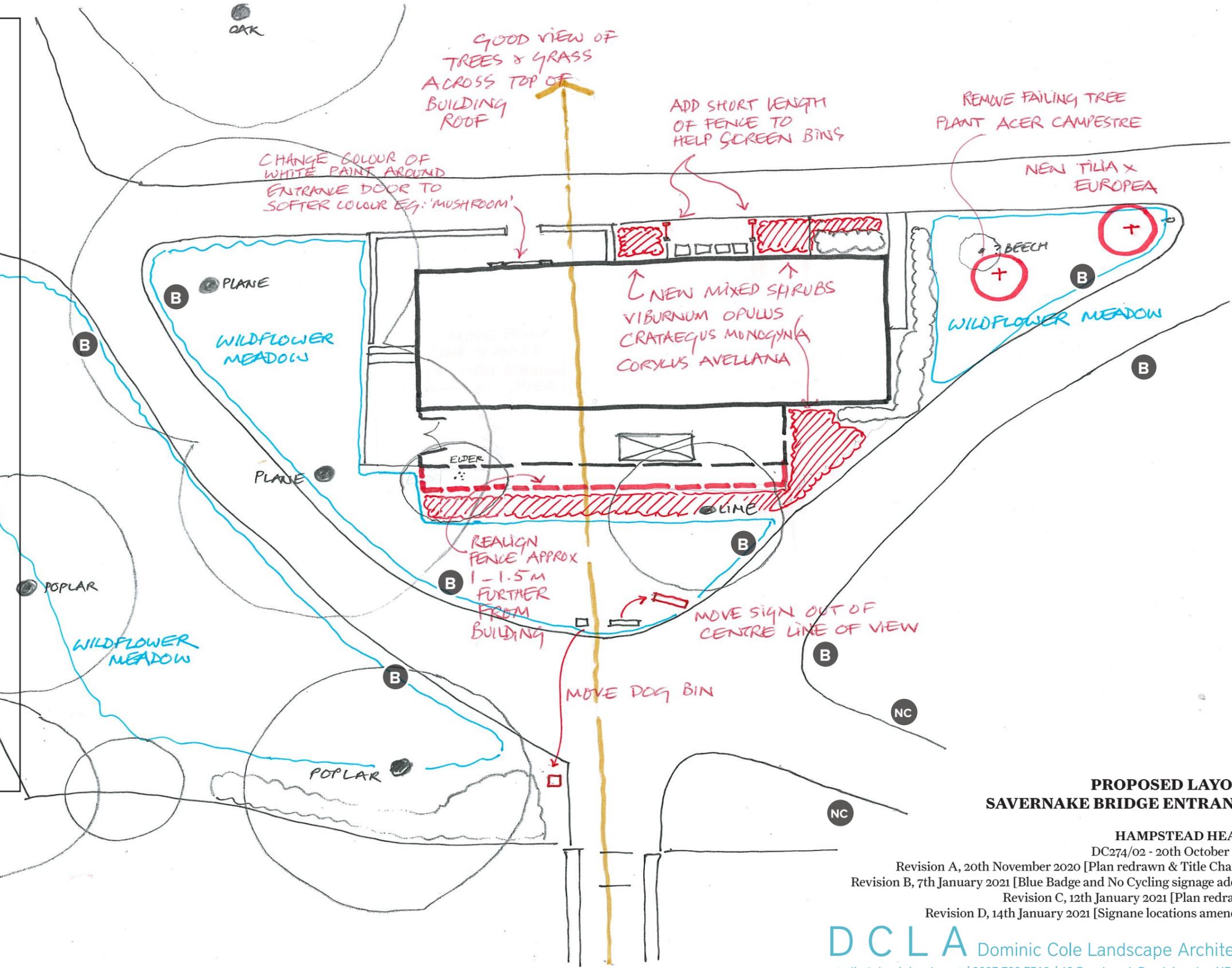
SIGNAGE KEY



B BLUE BADGE SIGN



NC YELLOW NO CYCLING SIGN



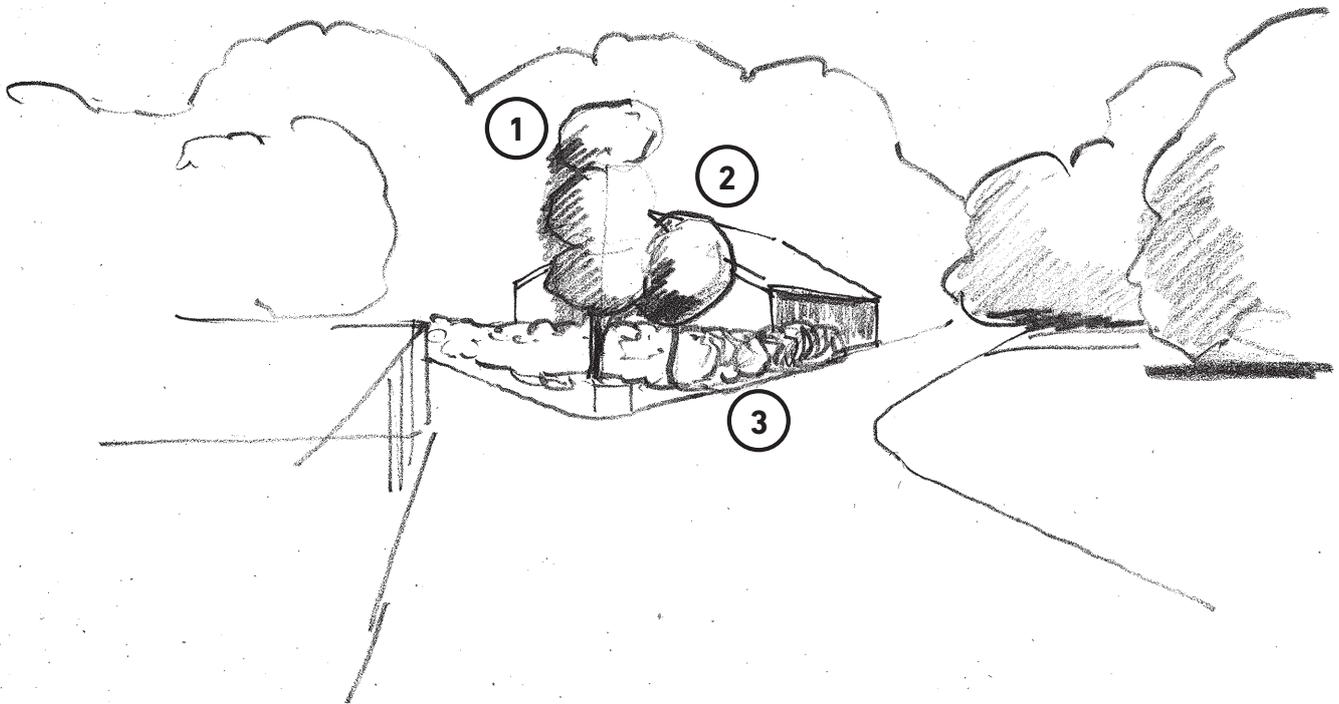
**PROPOSED LAYOUT
SAVERNAKE BRIDGE ENTRANCE**

HAMPSTEAD HEATH
 DC274/02 - 20th October 2017
 Revision A, 20th November 2020 [Plan redrawn & Title Change]
 Revision B, 7th January 2021 [Blue Badge and No Cycling signage added]
 Revision C, 12th January 2021 [Plan redrawn]
 Revision D, 14th January 2021 [Signage locations amended]

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



Prominent gate end



- 1 New Lime - *Tilia x europea*
- 2 New Field Maple - *Acer campestre*
- 3 New planting between building and path

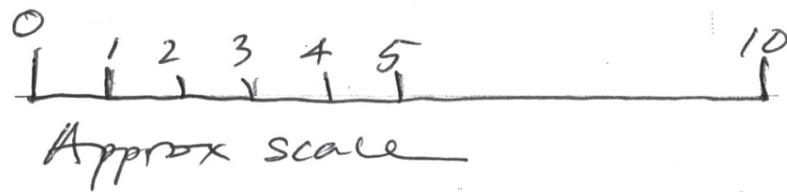
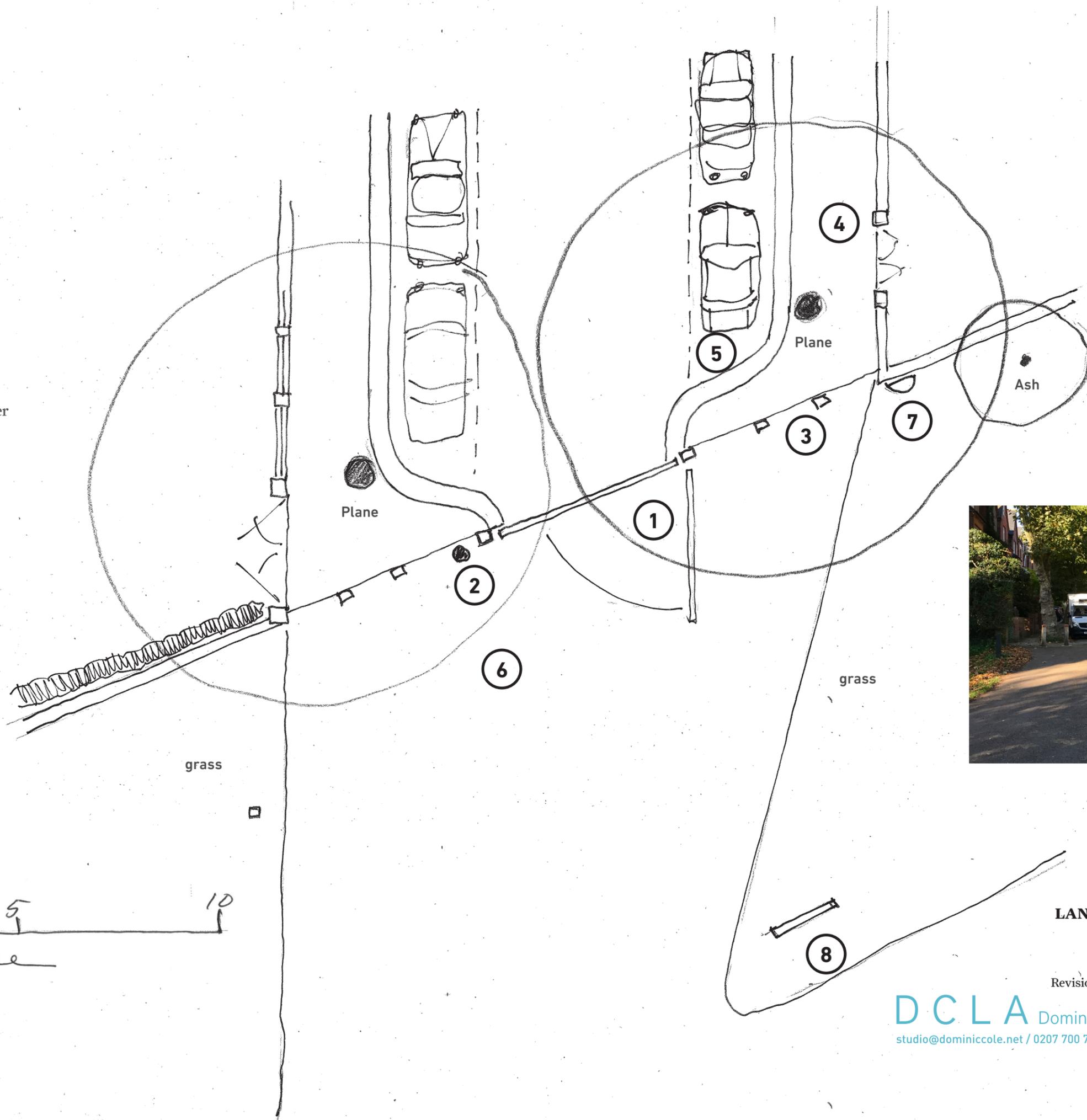
PROPOSED PLANTING BESIDE THE HIVE BUILDINGS

HAMPSTEAD HEATH
DC274/03 - 20th October 2017
Revision A, 20th November 2020 [Title Change]
Revision B, 7th January 2021 [Note Changes]

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

- ① Metal pole gate
- ② Lamp post
- ③ Timber bollards
- ④ Stone paving
- ⑤ Granite kerb
- ⑥ Tarmac
- ⑦ Metal boundary marker
- ⑧ C.O.L. sign

Page 32



LANDSCAPE LAYOUT EXISTING

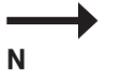
NASSINGTON ROAD
HAMPSTEAD HEATH

DC274/04 - 20th October 2017

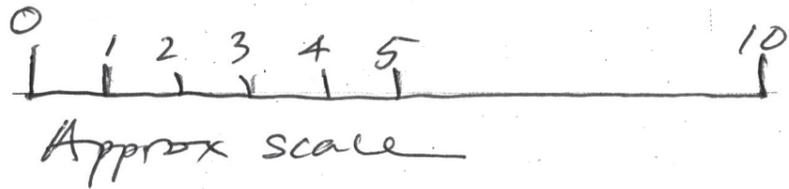
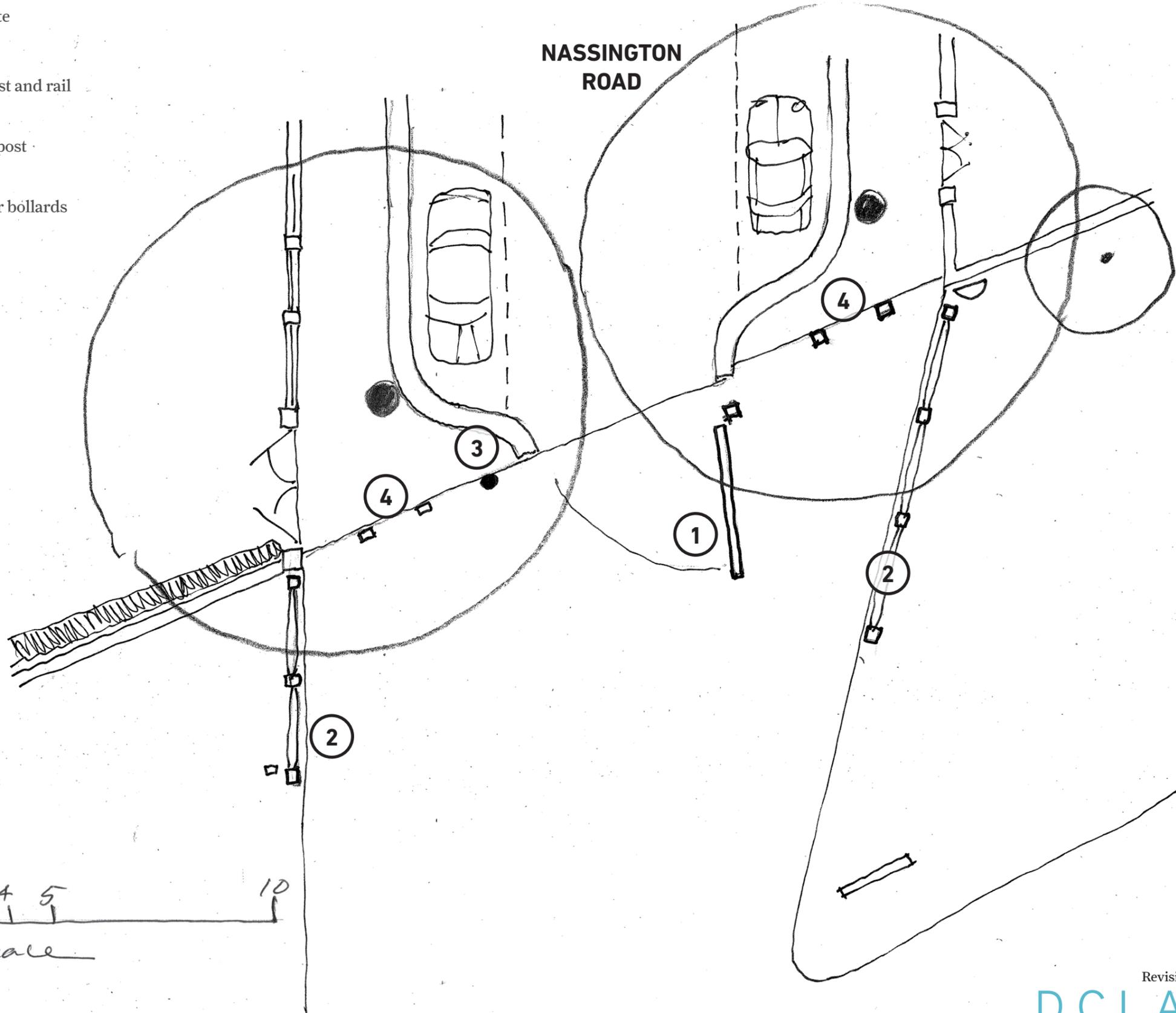
Revision A, 19th November 2020 [Title Change]

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

© Dominic Cole Landscape Architects Ltd.



- 1 New timber gate
- 2 New timber post and rail
- 3 Existing lamp post
- 4 Existing timber bollards



LANDSCAPE LAYOUT PROPOSED

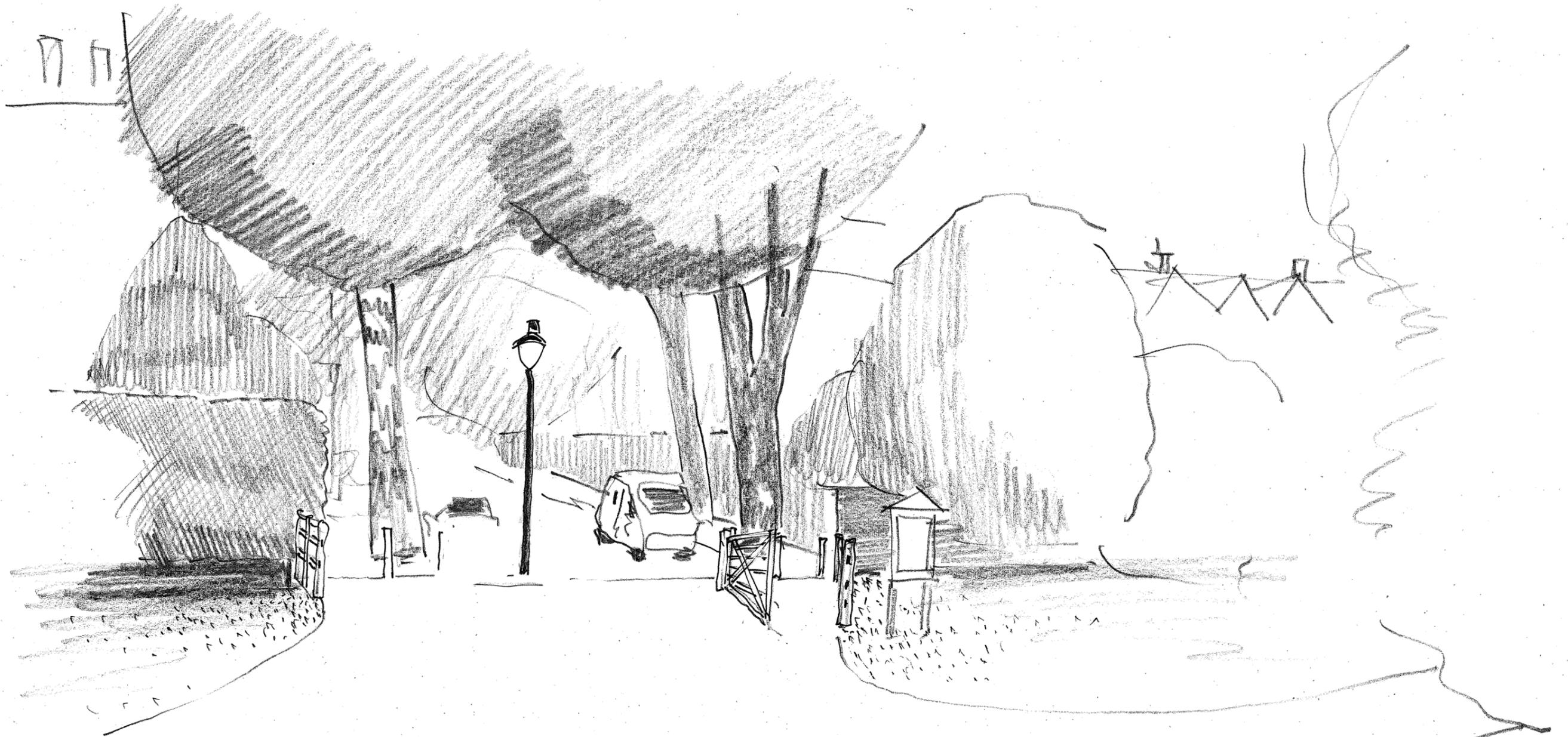
NASSINGTON ROAD
HAMPSTEAD HEATH

DC274/05 - 20th October 2017

Revision A, 20th November 2020 [Title Change]

Revision B, 7th January 2021 [Notes and Drawing Revised]

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



PROPOSED TIMBER RAILS & GATE

NASSINGTON ROAD
HAMPSTEAD HEATH

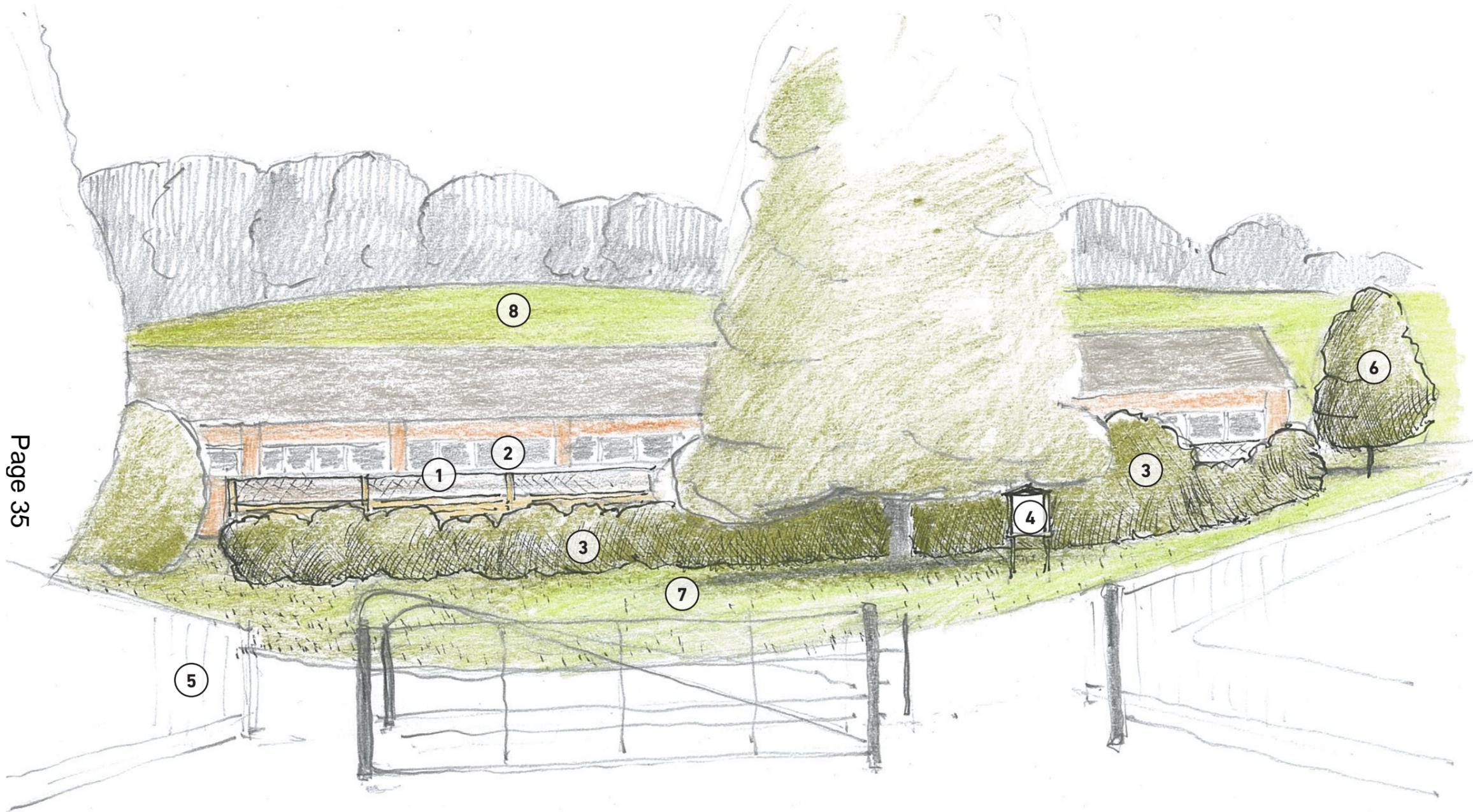
DC274/06 - 20th October 2017

Revision A, 20th November 2020 [Title Change]

Revision B, 7th January 2021 [Gate Removed]

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

© Dominic Cole Landscape Architects Ltd.



1. Replace fence on new alignment with horizontal feather boards. Top to be mesh or lattice 300mm high.
2. Change white paint to mushroom
3. New 'hedge'
4. Re-locate sign away from centre of view
5. Relocate dog bin
6. New Field Maple
7. New wildflower meadow
8. View across top of roof

SAVERNAKE BRIDGE ENTRANCE PROPOSALS

HAMPSTEAD HEATH
DC274/07 - 20th October 2017
Revision A, 20th November 2020

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



Hive Building - Change white paint on all windows and main door surround to mushroom.



Bin Area - Extend fences up to path edge. Remove paving either side and add planting.



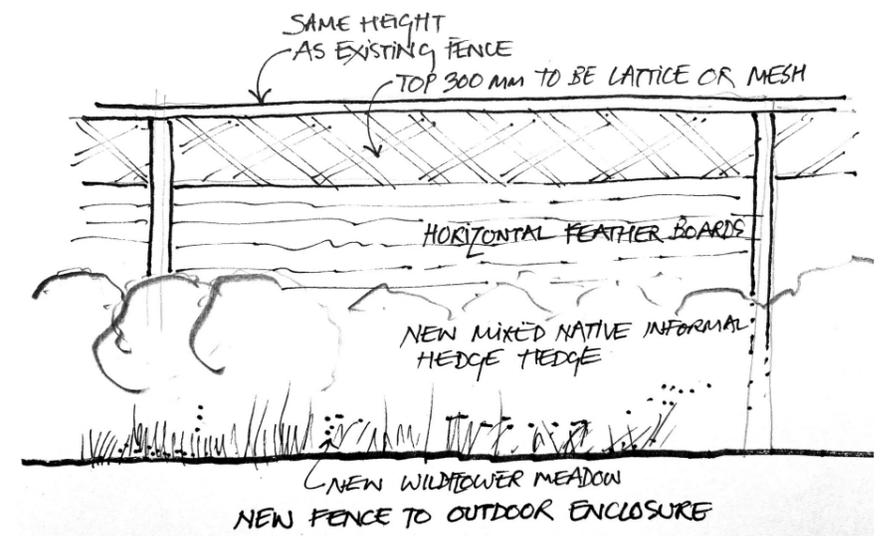
Realign external enclosure fence and move approx 2m further from building. Change fence to horizontal featherboards with top 300mm as mesh or lattice pattern.



Existing grass to become wildflower meadow.



For Nassington Road entrance use similar style timber fencing as for Gordon House Road.



SAVERNAKE BRIDGE & NASSINGTON ROAD ENTRANCES TO HAMPSTEAD HEATH

HAMPSTEAD HEATH
DC274/08 - 20th November 2020

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

© Dominic Cole Landscape Architects Ltd.

Wildwooders
<https://www.wildwooders.uk>

29th December 2020.

Ms. Fairweather
Members' Room
P O Box 270
Guildhall
London
EC2P 2EJ

Dear Ms. Fairweather and Mr. Warnock,

My name is Olivia White, I am ten years old and I am in Year 5 at St Christopher's School.

I hope you are doing well despite going into yet another lockdown. It has not been easy for any of us. However, I have been lucky enough to have spent both of the whole lockdowns in the forest and outside as I live in front of the Hampstead Heath Extension in north London.

My brother Elliot and I have been trying to use the playground in the Extension, but it is almost an impossible task as it is only for kids under the age of 4. Bear in mind that my brother is 3 and he does not fit inside the 2 baby swings available and he can only slide for a millisecond on the rusty old slide. The playground also offers a small climbing frame with splinters all around the edges and a walking beam that is slanted on a small hill. When that is wet, you can fall very easily, we all did. This is the recount of my daily experience at my local playground.

Over the summer, I realised that maybe there was something I could do to improve this playground, so I decided to start my initiative 'Pick for Parks'. I first picked the berries from the Hampstead Heath Extension and then I made them into jam so that I could raise more funds for the play area in the Extension because it is not in good shape. I recycled spice jars from my neighbours and tried 6 different jam recipes before I finally got the right one. Then, I created a website: wildwooder.uk all by myself, I flyered around my neighbourhood to create awareness for my initiative and managed to sell 101 jars of jam and raised a bit more than £1000 through donations and the jams.

My neighbours have been very supportive, and it has given me the confidence to go forward. My local MP Mike Freer has also been very supportive, sharing my initiative with the wider community, speaking to the media and also donating to Wildwooders. I have also been approached by the Barnet Council and through Bob Warnock, the Superintendent of Hampstead Heath, I have been in touch with so many people who take care of the Heath and are involved in great projects to improve, promote and preserve it.

My local playground is in a great location and is surrounded by trees and birds, but unfortunately the large space it offers is not wisely used nor does it have adequate access.

Small and older children find it very hard to get into it because there is a big mud bath right in front of the entrance, not to mention disabled children who cannot get anywhere near the play area or even on the paths.

Additionally, this playground does not offer any interactions between children of all ages nor between parents and their kids. These areas are supposed to create inclusive play opportunities for all, but parents can't get involved at all. The equipment is old and not adequate for the needs of children of any age, which include both challenging and achievable activities for the little ones. But currently, we just don't have any choice!

I envision a playground that maximises its resources and is child-centred offering opportunities to be creative and imaginative but also supporting equipment for children from 2 to 12 years olds of mixed abilities to really enhance children's physical and mental health. There is enough space to have areas for different ages, ability and interaction while keeping the area safe and still preserving its natural look.

This playground is located in an area that used to be farmland and it would be great to bring back history through a farm themed playground that could include wooden notice boards telling the story of this area and the community.

I am currently working to generate more support from the local community to help raise more money to make my initiative a reality in a partnership with The City of London Corporation. I need your help especially during these difficult times where the playground is the only place where us kids can feel free. It is our right as children to have open spaces that help our physical and mental wellbeing and there has never been a greater need for this than now.

Yours sincerely,

Olivia White
Wildwooder

Draft 2021 Spring/Summer/Autumn Swimming Season Proposals

In line with National Lockdown announced on 4 January 2021 the Bathing Ponds and Lido are currently closed.

Once the current National Lockdown ends, the City of London Corporation will seek to put the arrangements in place and reopen the Bathing Ponds and Lido to maintain Covid Secure swimming.

Officers have prepared the draft 2021 Spring/Summer/Autumn Swimming proposals. It is recognised that these proposals may need to be adapted to ensure they are consistent with the latest Government guidance. Therefore, Officers will take a practical and flexible approach to implementation of these proposals.

Sessions

It is proposed that from Monday 29 March 2021, the Highgate Men's Bathing Pond, Kenwood Ladies' Bathing Pond and Hampstead Mixed Bathing Pond revert to Session Swimming. Capped free flow will be in place during Session 1 and Sessions 2-8 will operate as pre-booked Sessions.

The Parliament Hill Fields Lido will continue to operate with capped free flow until 30 April 2021 and will revert to Session Swimming on 1 May 2021.

On Monday 21 September Session Swimming will cease at the Bathing Ponds and Lido, and all facilities will revert to entry via capped free flow.

Extended Season

It is proposed to trial an extended Summer Season at the Hampstead Mixed Bathing Pond, and to Lifeguard the Mixed Pond from Monday 29 March 2021 - 30 October 2021. Previously the Mixed Pond was only Lifeguarded between May-September.

This aims to provide additional capacity for swimmers in the spring and autumn. It is proposed that evening swimming arrangements at the Mixed Pond will mirror the arrangements at the Men's and Ladies' Ponds, as set out below. Previously the Mixed Pond only opened for late swimming on Wednesdays during July.

Charges

This will be addressed within the proposed Fees and Charges report.

Season Tickets

It is proposed that Season Ticket wristbands can be used for both pre-booked and capped free flow Sessions.

Online Booking

Officers are working to implement online-booking arrangements. Phone booking arrangements will continue for those who are not able to book online.

Parliament Hill Fields Lido

Capped free flow Swimming – until 30 April 2021

| Capped free flow | Open |
|-------------------------|-------------|
| Lane Swimming | 7.00-13.00* |

*Last entry at 12.30.

Timed Sessions Swimming – 1 May – 20 September 2021

| Session | Open |
|--|-------------|
| 1 - Lane Swimming – capped free flow | 7.00-10.00* |
| 2 - Family Swimming – pre-booking only | 11.00-12.00 |
| 3 - Family Swimming – pre-booking only | 12.30-13.30 |
| 4 - Family Swimming – pre-booking only | 14.00-15.00 |
| 5 - Family Swimming – pre-booking only | 15.30-16.30 |
| 6 - Lane Swimming – pre-booking only | 17.30-18.30 |
| 7** - Lane Swimming – pre-booking only | 19.00-20.00 |

*Last entry at 09.30.

** No session on Tuesday evenings to facilitate Triathlete Club training.

Session swimming will prevent overcrowding and allow Social Distancing measures to be maintained.

Sufficient time has been allocated between sessions to facilitate cleaning and preparation for the next session.

Session 1 – Lane Swimming

- Capped free flow. Pre-booking not available.
- Up to 90 swimmers will be permitted to use the Lido at any one time (once the sessions reaches capacity, entry will be managed by the Steward/Cashier on a one out one in basis for the remainder of the Session).
- Lane swimming only (20 swimmers in each lane swimming in one direction, at least 4m apart to maintain distancing. No stopping at each end. 5 lanes available. Lanes are 5m wide and marked for swimming abilities).
- Children's slide and paddling pool closed.
- Sauna closed.
- Season tickets will be accepted.

Sessions 2 - 5 – Family Swimming

- Up to 120 swimmers per Session. Session tickets must be pre-booked.
- An adult can bring up to 2 children (from within their household).
- Children will also need to be competent swimmers.
- Children under 16 will not be permitted to swim without an adult.
- 4 x width lanes available for lane swimming.
- Children's slide and paddling pool open.
- Sauna closed.
- Season tickets will be accepted.

Sessions 6-7 – Lane Swimming

- Up to 90 swimmers per Session. Session tickets must be pre-booked.
- Lane swimming only (20 swimmers in each lane swimming in one direction, at least 4m apart to maintain distancing. No stopping at each end. 5 lanes available. Lanes are 5m wide and marked for swimming abilities).
- Children’s slide and paddling pool closed.
- Sauna closed.
- Season tickets will be accepted

Social Distancing Arrangements (all sessions)

To ensure Social Distancing measures, a one-way system will be in place:

Entrance queue – 2m spacing markers on ground along entrance ramp and path. Barriers erected along path. Staff will hold the queue at the bottom of entrance ramp until the entry kiosk is clear then allow the next swimmer to move forward.

One-way system – Arrows on floor. From foyer to the changing rooms, use middle door to access poolside, swim in lanes, exit pool and use the poolside showers, use the main poolside opening to again access to and changing, use exit turnstiles at end of the changing rooms. The internal showers and toilets will remain closed. The four outdoor showers and poolside toilets will be available for swimmers to use.

Metal barriers with signage attached to help with one-way system and messaging to swimmers.

Poolside arrangements (all sessions)

- Sunbathing will be permitted, subject to Social Distancing requirements.
- Waste & recycling maintained.
- Swimmers will be encouraged to use the poolside for changing to alleviate the pressure on the changing rooms.
- Drinking water fountains not available.
- Cleaning/hygiene – Time has been allocated between sessions for cleaning to be undertaken.

Highgate Men’s Bathing Pond

Timed Sessions Swimming 29 March – 20 September 2021

| Time Changes | Sessions |
|--|-----------------|
| Monday 29 March – Saturday 10 April 2021 | 1-5 |
| Sunday 11 April – Saturday 1 May 2021 | 1-6 |
| Sunday 2 May – Saturday 14 August 2021 | 1-8 |
| Sunday 15 August – Monday 23 August 2021 | 1-7 |
| Tuesday 24 August – Sunday 20 September 2021 | 1-6 |

| Session | Open | Type |
|---------|-------------|---|
| 1 | 7.00-10.00* | Capped Free Flow (no booking available) |
| 2 | 10.30-11.30 | pre-book only |
| 3 | 12.00-13.00 | pre-book only |
| 4 | 13.30-14.30 | pre-book only |
| 5 | 15.00-16.00 | pre-book only |
| 6 | 16.30-17.30 | pre-book only |
| 7 | 18.00-19.00 | pre-book only |
| 8 | 19.30-20.30 | pre-book only |

*Last entry at 09.30.

Session swimming will prevent overcrowding and allow Social Distancing measures to be maintained. Sufficient time has been allocated between sessions to facilitate cleaning and preparation for the next session.

Session 1

- Capped free flow. Pre-booking not available.
- Up to 60 swimmers will be permitted to use the Men's Pond at any one time (once the sessions reaches capacity, entry will be managed by the Steward on a one out one in basis for the remainder of the session).
- No access to the diving board.
- No swimming for children aged 8-15.
- Season tickets will be accepted

Sessions 2-8

- Session tickets must be pre-booked.
- Up to 60 swimmers per Session.
- No access to the diving board.
- No swimming for children aged 8-15.
- Season tickets will be accepted.

Social Distancing Arrangements (all sessions)

To ensure Social Distancing measures, a one-way system will be in place at the facility:

- Entrance queue – 2m spacing markers on ground.
- One-way swimming arrangements with swimmers exiting the pond from the Highgate Lifebuoys jetty.

Compound arrangements (all sessions)

- Toilet and shower available (used on a one in one out basis).
- No Sunbathing or exercising.
- Drinking water fountains not available.
- Highgate Lifebuoys hut used to provide Lifeguard changing space and additional welfare space in-line with Covid Secure workplace arrangements.

Kenwood Ladies' Bathing Pond

Timed swimming sessions 29 March – 20 September 2021

| Time changes | Sessions |
|--|-----------------|
| Monday 29 March – Saturday 10 April 2021 | 1-5 |
| Sunday 11 April – Saturday 1 May 2021 | 1-6 |
| Sunday 2 May – Saturday 14 August 2021 | 1-8 |
| Sunday 15 August – Monday 23 August 2021 | 1-7 |
| Tuesday 24 August – Sunday 20 September 2021 | 1-6 |

| Session | Open | Type |
|----------------|-------------|---|
| 1 | 7.00-10.00* | Capped Free Flow (no booking available) |
| 2 | 10.30-11.30 | pre-book only |
| 3 | 12.00-13.00 | pre-book only |
| 4 | 13.30-14.30 | pre-book only |
| 5 | 15.00-16.00 | pre-book only |
| 6 | 16.30-17.30 | pre-book only |
| 7 | 18.00-19.00 | pre-book only |
| 8 | 19.30-20.30 | pre-book only |

*Last entry at 09.30.

Session swimming will prevent overcrowding and allow Social Distancing measures to be maintained. Sufficient time has been allocated between sessions to facilitate cleaning and preparation for the next session.

Session 1

- Capped free flow. Pre-booking not available.
- Up to 60 swimmers will be permitted to use the Ladies' Pond at any one time (once the Session reaches capacity, entry will be managed by the Steward on a one out one in basis for the remainder of the session).
- No swimming for children aged 8-15.
- Season tickets will be accepted

Sessions 2-8

- Session tickets must be pre-booked
- Up to 60 swimmers per Session.
- No swimming for children aged 8-15.
- Season tickets will be accepted.

Social Distancing Arrangements

To ensure Social Distancing measures, a one-way system will be in place at the facility:

- Entrance queue – 2m spacing markers on ground.
- Use the Millfield Lane for entry and exit. Temporary fencing will be used along access path to separate the entry and exit flows. The back gate will be closed.
- One-way swimming anti clockwise.

Changing & Meadow arrangements

- The changing rooms and indoor showers will remain closed. The Meadows and table tennis area will be used for changing.
- Drinking water fountains not available.
- The outside shower will be available for use. Toilets will be available.
- Arrangements for viewing from the Meadow will be retained, subject to Social Distancing requirements.

Hampstead Mixed Bathing Pond

Timed swimming sessions 29 March – 20 September 2021

| Time changes | Sessions |
|--|-----------------|
| Monday 29 March – Saturday 10 April 2021 | 1-5 |
| Sunday 11 April – Saturday 1 May 2021 | 1-6 |
| Sunday 2 May – Saturday 14 August 2021 | 1-8 |
| Sunday 15 August – Monday 23 August 2021 | 1-7 |
| Tuesday 24 August – Sunday 20 September 2021 | 1-6 |

| Session | Open | Type |
|----------------|-------------|---|
| 1 | 7.00-10.00* | Capped Free Flow (no booking available) |
| 2 | 10.30-11.30 | pre-book only |
| 3 | 12.00-13.00 | pre-book only |
| 4 | 13.30-14.30 | pre-book only |
| 5 | 15.00-16.00 | pre-book only |
| 6 | 16.30-17.30 | pre-book only |
| 7 | 18.00-19.00 | pre-book only |
| 8 | 19.30-20.30 | pre-book only |

*Last entry for Session 1 is 09.30.

Session swimming will prevent overcrowding and allow Social Distancing measures to be maintained. Sufficient time has been allocated between Sessions to facilitate cleaning and preparation for the next session.

Session 1

- Capped free flow. Pre-booking not available.
- Up to 40 swimmers will be permitted to use the Mixed Pond at any one time (once the Session reaches capacity, entry will be managed by the Steward on a one out one in basis for the remainder of the Session).
- One-way swimming arrangements.
- No swimming for children aged 8-15.
- Drinking water fountains not available.
- Changing Compound and toilets available.
- Season tickets will be accepted.

Sessions 2-8

- Session tickets must be pre-booked.
- Up to 40 swimmers per Session.
- One-way swimming arrangements.
- No swimming for children aged 8-15.
- Drinking water fountains not available.
- Changing compounds and toilets available.
- Season tickets will be accepted.

Social Distancing Arrangements

To ensure Social Distancing measures, a one-way system will be in place at the facility:

- Entrance queue – 2m spacing markers on ground.
- One-way swimming arrangement in place.

This page is intentionally left blank

Agenda Item 6

| | |
|--|---------------------------------------|
| Committee | Dated: |
| Hampstead Heath Consultative Committee | 25 January 2021 |
| Subject: Management Framework | Public |
| Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly? | 1, 2, 3, 4, 8, 10, 11 & 12 |
| Does this proposal require extra revenue and/or capital spending? | No |
| If so, how much? | |
| What is the source of Funding? | |
| Has this Funding Source been agreed with the Chamberlain's Department? | |
| Report of: Director of Open Spaces | For Discussion |
| Report author: Bob Warnock – Open Spaces Department | |

Summary

The report sets out the draft Divisional Plan 2021-2024 and Conservation and Ecology Annual Work Programme 2021-2022 for Hampstead Heath. These documents have been prepared recognising the ongoing impacts of COVID-19 on the Open Spaces and Staff resources and capacity. The overarching priority for 2021/22 will be ground restoration projects to mitigate the impact of the increased footfall across the Heath.

Recommendations

It is recommended that:

- Members provide feedback on the draft Divisional Plan 2021-2024 (Appendix 1).
- Members provide feedback on the draft Conservation and Ecology Annual Work Programme 2021-2022 (Appendix 2).

Main Report

Current Position

1. The AWP for 2021-22 was drafted ahead of the implementation of the third National Lockdown. Therefore, it is now necessary for Officers to review the AWP in light of the additional restrictions associated with COVID-19. The full revised AWP for 2021-22 will be presented to Members for discussion in April 2021.
2. However, Officers have updated the Conservation and Ecology AWP for 2021-2022 to take account of the requirements for additional ground restoration and is presented for Members discussion (appendix 2).

Management Framework

3. The Management Framework for Hampstead Heath comprises the Management Strategy, Divisional Plan and Annual Work Programme.

Divisional Plan

4. The three-year draft Divisional Plan 2021-2024 (appendix 1) has been updated and re-formatted to reflect the outcomes in the Management Strategy. As set out with the Divisional Plan, the dates of some projects are subject to change due to the on-going impacts of COVID-19 and the third National Lockdown.

Annual Work Programmes (AWP)

5. The draft AWP 2021-2022 establishes our commitments for the year and comprises of both Cyclical Work and Project Work. It is the mechanism for prioritisation, planning and delivery and demonstrates how our work contributes to the Outcomes of the Management Strategy.
6. Due to the impacts of COVID-19 during 2020, a number of the Project Works detailed within the 2020-2021 AWP have been delayed and where possible these have been carried forward into the 2021/22 AWP.
7. Grass cutting programme in 2020 was impacted, as Staff resources were redirected during early 2020 in response to the first National Lockdown. As with path maintenance, the major increase in numbers of visitors using the Heath has made it difficult for Staff to access areas and undertake works.
8. Scrub and bramble management has also been impacted and will be delayed until autumn/winter 2021/2022.
9. The completion of the moth survey has been pushed back to 2021-22. Volunteer monitoring for reptiles, amphibians and dragonflies has been reduced in 2020.
10. Many parts of the Heath especially areas near the Highgate and Hampstead chains of ponds have suffered extensive ground damage due to high visitor number over the Covid lockdowns in 2020/21 and notably over the Christmas and New Year period. Works will be carried out to reinstate these areas, but this can only commence when the temperatures and light levels increase, in March and April. Careful consideration will need to be given to fencing areas off as this could impact the public's ability to adhere to social distancing requirements. These restoration works will be a priority for the Conservation and Ranger Teams in the Spring and Autumn.

Corporate & Strategic Implications

11. The Divisional Plan and AWP contribute towards the achievement of the three aims set out in the City of London Corporate Plan 2018-23: Contribute to a flourishing society, Support a thriving economy and Shape outstanding environments, in particular the following Corporate Plan outcomes:

- (2) People enjoy good health and wellbeing.
 - (4) Communities are cohesive and have the facilities they need.
 - (5) Businesses are trusted and socially and environmentally responsible.
 - (11) We have clean air, land and water and a thriving and sustainable natural environment.
 - (12) Our spaces are secure, resilient and well maintained.
12. The Divisional Plan and AWP also meets the three objectives and outcomes set out in the Open Spaces Business Plan 2020-21 (a) Open spaces and historic sites are thriving and accessible, (b) Spaces enrich people's lives and (c) Business practices are responsible and sustainable.
13. The Divisional Plan and AWP embed the Hampstead Heath Management Strategy 2018-2028 Strategic Outcomes A: The Heath is maintained as a flourishing green space and historic landscape, B: Improved quality of life for Heath visitors, C: The Heath is inclusive and welcoming to a diverse range of visitors and D: Greater number of and diversity of People taking care of the Heath.

Financial Implications

14. The costs of implementing the proposed Divisional Plan and AWP will be met primarily through the Superintendent's Local Risk Budget which requires effective prioritisation of resources and funding. Wherever possible, opportunities will be sought for external funding and partnership working to support these essential works.
15. A number of projects set out within the three year Divisional Plan require Capital Funding, which is yet to be secured. Submissions will be proposed as part of the annual capital bidding process.

Resource Implications

16. At the time of writing, the Heath is currently operating only critical and essential services as a result of the third National Lockdown. Staff resources are being prioritised keeping the site open, safe, accessible and secure.

Climate Implications

17. The City of London launched its Climate Action Strategy in October 2020 and the strategy is now in implementation stage. A key part of the strategy is conserving and enhancing biodiversity alongside reducing the City of London's carbon emissions. This will be the main objective at Hampstead Heath in the short term, especially following the impact of exceptionally high number of visitors due to COVID-19.

Legal Implications

18. No Impact.

Risk Implications

19. There is a risk that works will be further impacted by COVID-19..

Equality Implications

20. No Impact.

Security Implications

21. Security implications are addressed in the emergency response to COVID-19 and are being monitored and recorded through the Departmental Risk Register.

Conclusion

22. The draft Divisional Plan sets out the priority projects 2021-2024. The accompanying Conservation and Ecology AWP establishes our commitments for 2021-2022.

Appendices

- Appendix 1 - Draft Divisional Plan 2021 - 2024
- Appendix 2 - Draft Conservation and Ecology Annual Work Programme 2021 - 2022

Contact

Bob Warnock
Open Spaces Department
T: 020 7332 3322
E: bob.warnock@cityoflondon.gov.uk

HAMPSTEAD HEATH, HIGHGATE WOOD, KEATS HOUSE AND QUEEN'S PARK DIVISIONAL PLAN 2021-2024

Introduction

This Divisional Plan is part of the Management Framework for the Hampstead Heath, Highgate Wood, Keats House and Queen's Park Division, which sits within the City of London Corporation's Open Spaces Department.

The Division is comprised of three individual charities, each with their own Charitable Objectives:

| | |
|--|---|
| Hampstead Heath (803392) | The preservation of Hampstead Heath for the recreation and enjoyment of the public. |
| Highgate Wood & Queen's Park (232986) | The preservation in perpetuity by the City of London Corporation of the open spaces known as Highgate Wood and Queen's Park, Kilburn for the use by the public for exercise and recreation. |
| Keats House (1053381) | To preserve, maintain and restore for the education and benefit of the public the house and grounds known as Keats House as a museum and memorial to John Keats. |

The Divisional Plan is part of a hierarchy of strategies and plans which form a 'golden thread', translating City Corporation Strategic Outcomes into operational delivery, as follows:

- Corporate Plan, 2020-23.
- Open Spaces Department Business Plan, 2021-22.
- Ten-year Management Plans that set strategic directions for each Charity.
- A three-year Divisional Plan that guides implementation.
- An Annual Work Programme and Projects Plan, supported by detailed specifications and guidance.
- Professional Development Approach (PDA), detailing individual's targets to achieve the outcomes and objectives above.

The Divisional Plan is written for a three-year rolling period and is reviewed and updated annually to identify milestones achieved and inform the projects and priorities for future periods. A version of the Divisional Plan has been developed for each Charity.

Criteria for Divisional Plan Projects:

The definition and criteria of projects to be included in the Divisional Plan are as follows:

- Projects requiring formative community engagement and consultation.
- Capital Projects over £50k.
- Projects spanning more than one financial year.
- Complex and high-risk projects.
- Involvement of other Departments, for example the City Surveyors Department.

| Ref | Project Details | Key Dates | HH Management Strategy Outcomes | Corporate Plan Aims | Notes on progress |
|-----|--|--|---|--|--|
| HH1 | <p>COVID-19 Impact Recovery Programme Continue to respond to Government Guidance and maintain COVID Secure workplaces and facilities.</p> <p>Implement Annual Work Programme interventions to address erosion, compaction, path maintenance, waymarking and signage improvements.</p> <p>Prioritise enforcement taskings to support the protection of the Heath and to ensure people feel welcome and safe.</p> | On-going project subject to annual review. | <p>Outcome A. Priority 2.</p> <p>Outcome B. Priority 4.</p> <p>Outcome D. Priority 9.</p> | <p>Shape outstanding environments.</p> <p>Contribute to a flourishing Society.</p> | <p>AWP for Ecology & Conservation to be presented to HHCC on 25.1.2021 for discussion.</p> <p>Swimming 2021 Operational arrangements to be presented to HHCC on 25.1.2021 for discussion.</p> <p>2021 Events programme on hold, pending Government Guidance.</p> |
| HH2 | <p>Deliver Efficiencies and Savings Implement the approved Budget for 2021/22.</p> | <p>Revised Estimates 1/10/2021.</p> <p>Deliver balanced budget by 31/3/2022.</p> | Outcome D. Priority 10. | <p>Support a thriving economy.</p> <p>Shape outstanding environments.</p> | <p>As well as implementing efficiencies, additional income streams are being investigated.</p> <p>Regular monitoring of the 2021/22 Budget to take account of Covid-19 impacts.</p> |

| Ref | Project Details | Key Dates | HH Management Strategy Outcomes | Corporate Plan Aims | Notes on progress |
|-----|--|--|--|---|---|
| HH3 | <p>Support Implementation of the Target Operating Model (TOM)</p> <p>Review operational arrangements to align with the TOM.</p> | <p>Project Launched 2020/21.</p> <p>Phased Implementation 2021/22.</p> | <p>Outcome A, Priority 3.</p> <p>Outcome D, Priority 10.</p> | <p>Contribute to a flourishing Society.</p> <p>Support a thriving economy.</p> <p>Shape outstanding environments.</p> | <p>Town Clerk's briefings have been shared with staff and signposted to the Intranet page.</p> <p>TOM proposals presented to Members.</p> |
| HH4 | <p>Develop our Workforce</p> <p>Deliver a range of initiatives to ensure the health, well-being, learning and development of our workforce.</p> | <p>Launch PDA's 31/3/2021.</p> <p>PDA Mid-Term Review 1/10/2021.</p> <p>PDA Year-End Review 31/3/2022.</p> | <p>Outcome B, Priority 4.</p> <p>Outcome D, Priority 10.</p> | <p>Shape outstanding environments.</p> <p>Contribute to a flourishing Society.</p> | <p>Performance Development Approach (PDA) continue to be used to discuss and plan staff development.</p> |

| Ref | Project Details | Key Dates | HH Management Strategy Outcomes | Corporate Plan Aims | Notes on progress |
|-----|---|--|--|---|--|
| HH5 | <p>Celebrate 150th Anniversary of Hampstead Heath Act Developing outcomes for learning, volunteering and wider participation and support.</p> <p>Work in Partnership with the Heath & Hampstead Society to design and install a series of information panels.</p> | Agree information panel locations 31/3/2021. | <p>Outcome A, Priority 3</p> <p>Outcome B, Priority 4.</p> <p>Outcome C, Priority 5 & 6.</p> <p>Outcome D, Priority 7, 8 & 10.</p> | <p>Contribute to a flourishing Society.</p> <p>Support a thriving economy.</p> <p>Shape outstanding environments.</p> | <p>Concept design for display discussed with Members. Artwork to be commissioned.</p> <p>Officers are developing a communications plan to celebrate this anniversary as a community.</p> |
| HH6 | <p>Compliance with the ULEZ In order to meet the emission requirements and manage the financial implications of the ULEZ, implement the agreed vehicle replacement plan to minimise the impact upon the environment.</p> | 24/10/2021. | Outcome D, Priority 10. | <p>Support a thriving economy.</p> <p>Shape outstanding environments.</p> | Progress on this project has been impacted by Covid. |

| Ref | Project Details | Key Dates | HH Management Strategy Outcomes | Corporate Plan Aims | Notes on progress |
|-----|---|---|---|---|---|
| HH7 | Divisional Radio System Procure an alternative Radio system. | 31/11/2021. | Outcome A, Priority 3. Outcome D, Priority 10. | Contribute to a flourishing Society. Shape outstanding environments. | Due to a change of landlord, the City Corporation have been notified of a termination of their lease at the Aerial Mast, located at St Columba. |
| HH8 | East Heath Car Park Implement the East Heath Car Park resurfacing, drainage and cycle parking improvements. | Work is scheduled to start February 2021. | Outcome A, Priority 2 & 3. | Shape outstanding environments. | City Surveyor is leading on the implementation of this project. Cycle parking to be incorporated into the scheme. |
| HH9 | Playgrounds Implement improvements at the Parliament Hill Adventure (PHA), Vale of Health (VOH) & East Heath (Preachers) (EH) Heath Extension (HE) Playgrounds. | PHA June 2021 VOH June 2021 EH June 2021 HE March 2022 | Outcome B, Priority 4. Outcome C, Priority 5. | Contribute to a flourishing Society. | It is planned to complete the PHA / VOH / EH playgrounds in 2021. However, implementation of this project is now being impacted by the third National Lockdown. Timescales subject to review. Heath Extension – initial Concept Design to be commissioned. |

| Ref | Project Details | Key Dates | HH Management Strategy Outcomes | Corporate Plan Aims | Notes on progress |
|------|--|------------------------|--|---|--|
| HH10 | <p>Savernake Road Entrance Improvements Implement improvements in partnership with London Borough of Camden and Heath Hands.</p> | Commencing April 2021. | <p>Outcome B, Priority 4.</p> <p>Outcome C, Priority 5 & 6.</p> | <p>Contribute to a flourishing Society.</p> <p>Support a thriving economy.</p> <p>Shape outstanding environments.</p> | <p>Concept designs to be presented to HHCC 25.1.2021 for discussion.</p> <p>Implementation of this project is being impacted by the third National Lockdown. Timescales subject to review.</p> |
| HH11 | <p>Cycling Install additional cycle parking at entrances and facilities. Improve cycle signage, waymarking and maps. Where appropriate, work with Partners to implement cycle bursts for children using the Heath to travel to and from school.</p> | Commencing April 2021. | <p>Outcomes A, Priority 3.</p> <p>Outcomes C, Priority 5 & 6.</p> <p>Outcomes D, Priority 8, 9 & 10.</p> | <p>Contribute to a flourishing Society</p> <p>Shape outstanding environments</p> | <p>Working in Partnership with the Camden Sustainability Working Group to improve walking and cycling access across Camden.</p> <p>Focus areas for HH are signage/waymarking and cycling network around the Heath.</p> <p>Implementation of this project is being impacted by Covid. Timescales subject to review.</p> |

| Ref | Project Details | Key Dates | HH Management Strategy Outcomes | Corporate Plan Aims | Notes on progress |
|------|--|-------------------------|--|--|--|
| HH12 | <p>Golders Hill Park Zoo & Butterfly House. Undertake an options appraisal to inform discussions with the Hampstead Heath Consultative Committee regarding the long-term sustainability of the Zoo and Butterfly House.</p> | September 2021. | <p>Outcome B, Priority 4.</p> <p>Outcome D, Priority 10.</p> | <p>Contribute to a flourishing Society</p> <p>Support a thriving economy</p> <p>Shape outstanding environments</p> | Implementation of this project is being impacted by Covid. Timescales subject to review. |
| HH13 | <p>Swimming Capital Project Progress through the Capital Project Gateway Procedures a programme of safety, access and security improvements across the Bathing Ponds and Lido.</p> | Implementation 2022/23. | <p>Outcome A, Priority 3.</p> <p>Outcome B, Priority 4.</p> <p>Outcome C, Priority 5 & 6.</p> <p>Outcome D, Priority 8 & 10.</p> | <p>Contribute to a flourishing Society.</p> <p>Shape outstanding environments.</p> | Capital Funding Approved December 2020. Progress to Gateway 2. |

| Ref | Project Details | Key Dates | HH Management Strategy Outcomes | Corporate Plan Aims | Notes on progress |
|------|---|-------------|--|---|---|
| HH14 | <p>Parliament Hill Athletics Track reconstruction To reconstruct the Athletics Track Surface in order to maintain U.K. Athletics (UKA) TrackMark Standard Level 1.</p> | 01/09/2021. | <p>Outcome B, Priority 4.</p> <p>Outcome C, Priority 5.</p> | <p>Contribute to a flourishing Society.</p> <p>Shape outstanding environments.</p> | <p>Project Status – Amber – Deferred / on a reserve list should funding become available</p> <p>Priority is to secure external funding streams to support the Capital Funding Bid. Capital Bid will be resubmitted to the 2021 cycle.</p> |
| HH15 | <p>Master Plan for optimising facilities at Parliament Hill Undertake a review of facilities and buildings at Parliament Hill to inform provision of a visitor centre ,maintain suitable accommodation for staff and volunteers, as well as improved sports facilities and improved learning facilities.</p> | June 2022. | <p>Outcome B, Priority 4.</p> <p>Outcome D, Priority 10.</p> | <p>Contribute to a flourishing Society.</p> <p>Support a thriving economy.</p> <p>Shape outstanding environments.</p> | <p>Implementation of this project is being impacted by Covid. Timescales subject to review.</p> |

| Ref | Project Details | Key Dates | HH Management Strategy Outcomes | Corporate Plan Aims | Notes on progress |
|------|---|-----------|---------------------------------|--------------------------------------|---|
| HH16 | <p>Sports and Wellbeing Forum Review and update the Terms of Reference and scope of the Sports Advisory Forum to include Health & Wellbeing and move the focus of the Forum to a strategic overview to implement the outcomes of the City Corporation's Sports and Physical Activity Strategy.</p> | 2021/22. | Outcome B, Priority 4. | Contribute to a flourishing society. | This approach also aligns with Pro-Active Camden. |

| Ref | Project Details | Key Dates | HH Management Strategy Outcomes | Corporate Plan Aims | Notes on progress |
|------|---|--|--|--|---|
| HH17 | <p>Promote Health Connections Work together with Partners, including the NHS, to promote health & wellbeing.</p> | 2021/22. | Outcome B, Priority 4. | Contribute to a flourishing society. | <p>Applying for Arts Council Funding and developing a partnership approach with Global Generation.</p> <p>Officers are developing a partnership with local GP's and Social Prescribers, London Borough of Camden and Pro Active Camden. Work is underway to map opportunities to establish health and wellbeing connections across the Borough.</p> |
| HH18 | <p>Café Tendering Undertake a tender procurement for the Golders Hill Park Café, Parliament Hill Café, Parliament Hill Fields Lido Café and the Heath Extension Kiosk.</p> | <p>Lease Commence GHP 01/2022 Heath Extension Kiosk 01/2022 PH & Lido 01/2023.</p> | <p>Outcome B, Priority 4.</p> <p>Outcome C, Priority 5 & 6.</p> <p>Outcome D, Priority 7, 8, 9 & 10.</p> | <p>Contribute to a flourishing society.</p> <p>Support a thriving economy.</p> | <p>Members have agreed to lease extension of two cafes. Development of tender documents to enable commencement of process in spring 2021, GHP and Heath Extension Kiosk.</p> |

| Ref | Project Details | Key Dates | HH Management Strategy Outcomes | Corporate Plan Aims | Notes on progress |
|------|---|--|--|---|---|
| HH19 | <p>Dog walking code of conduct and the Professional Dog Walking Licencing Scheme</p> <p>Implement a licencing scheme from April 2021.</p> | Licence Scheme to commence October 2021. | <p>Outcome A, Priority 3.</p> <p>Outcome B, Priority 4</p> <p>Outcome C, Priority 5 & 6.</p> <p>Outcome D, Priority 7, 8, 9 & 10.</p> | <p>Contribute to a flourishing Society.</p> <p>Support a thriving economy.</p> <p>Shape outstanding environments.</p> | <p>Members have agreed in principle the Scheme. Dialogue continues with the Hampstead Professional Dog Walkers Assoc. Officers are developing an expression of interest document.</p> <p>Implementation of this project is being impacted by the third National Lockdown. Implementation revised to October 2021.</p> |
| HH20 | <p>Fitness training code of conduct and licencing scheme</p> <p>Undertake a consultation and engagement to inform the develop a licencing scheme for Fitness training.</p> | Licence Scheme to commence April 2022. | <p>Outcome A, Priority 3.</p> <p>Outcome B, Priority 4.</p> <p>Outcome C, Priority 5 & 6.</p> <p>Outcome D, Priority 7, 8, 9 & 10.</p> | <p>Contribute to a flourishing Society.</p> <p>Support a thriving economy.</p> <p>Shape outstanding environments.</p> | <p>Initial workshop has taken place 12/2019. Further consultation and engagement will take place in 2021, supporting the development of the code of conduct and licencing scheme.</p> |

| Ref | Project Details | Key Dates | HH Management Strategy Outcomes | Corporate Plan Aims | Notes on progress |
|------|--|--|---|---|---|
| HH21 | <p>Forest School Licencing Scheme Develop a long-term licencing scheme for Forest Schools.</p> | Licence Scheme to commence September 2022. | <p>Outcome A, Priority 3.</p> <p>Outcome B, Priority 4.</p> <p>Outcome C, Priority 5 & 6.</p> <p>Outcome D, Priority 8 & 9.</p> | <p>Contribute to a flourishing Society.</p> <p>Support a thriving economy.</p> <p>Shape outstanding environments.</p> | <p>Officers are engaging with Forest Schools and registering current groups using the Heath. Short Term Licencing arrangements are being implemented.</p> <p>Implementation of this project is being impacted by Covid.</p> |
| HH22 | <p>Golders Hill Park Accessible Car Park Undertake a tending process to appoint a Consultant to develop options which facilitate safe weekend and Bank Holiday opening of the Car Park.</p> | September 2021. | <p>Outcomes B, Priority 4.</p> <p>Outcome C, Priority 5 & 6.</p> | Contribute to a flourishing Society. | Implementation of this project is being impacted by Covid and therefore the tender will be re-run in 2021. |

| Ref | Project Details | Key Dates | HH Management Strategy Outcomes | Corporate Plan Aims | Notes on progress |
|------|--|-----------|--|---|---|
| HH23 | <p>Develop Heritage Outcomes Engage with Historic England and local historians to:</p> <p>Develop a Heritage Conservation Management Plan for the Heath.</p> <p>Incorporate preservation and interpretation actions to preserve and interpret archaeological and heritage into the existing Compartment Management Plans.</p> | 2023/24. | Outcome A, Priority 2. | Shape outstanding environments. | Implementation of this project is being impacted by the Covid. |
| HH24 | <p>Bio-Security Management Proactive management of threats, including pest and diseases which impact upon the condition of trees, plants and wildlife.</p> | 2021/22. | <p>Outcome A, Priority 1.</p> <p>Outcome D, Priority 10.</p> | <p>Support a thriving economy.</p> <p>Shape outstanding environments.</p> | <p>OPM population decreasing.</p> <p>Massaria currently stable.</p> |

| Ref | Project Details | Key Dates | HH Management Strategy Outcomes | Corporate Plan Aims | Notes on progress |
|------|---|--|--|---|---|
| HH25 | Planning Regular monitoring of development and planning applications to ensure that the Heath is protected. | 2021/22. | Outcome D, Priority 10. | Support a thriving economy. Shape outstanding environments. | Quarterly reporting to HHCC and HHHWQPC. |
| HH26 | Climate Action Strategy Open Spaces seek opportunities to enhance carbon capture while enhancing biodiversity and resilience. These actions will contribute towards the City Corporation achieving Net 0 by 2027 in scope 1 & 2 emissions | 2027 Net 0 scope 1 & 2 2040 Net 0 Scope 1, 2 and 3 | Outcome A, Priority 1. Outcome B, Priority 4. Outcome D, Priority 10. | Contribute to a flourishing Society. Shape outstanding environments. | Strategy adopted October 2020. Now in first phase of delivery. Quarterly reporting to HHCC and HHHWQPC. |
| HH27 | Contactless Payment for access to Toilets Undertake a Feasibility Study to inform the possible introduction of a charge at some toilets to pay for cleaning and maintenance. | 2022/23. | Outcome D, Priority 10. | Shape outstanding environments. | Feasibility study to be discussed with HHCC in 2022. |

This page is intentionally left blank

Appendix 2

Conservation and Ecology - Projects

| Ref | Location | Details of Proposed Work: April 2021 - March 2022 | Timing of work | Who is Responsible | Link to 2018 Management Strategy |
|---------|-----------------|--|----------------|--|----------------------------------|
| CE-PR 1 | Hampstead Heath | Assessment of and reinstatement works related to additional ground damage adjacent to main pathways on Highgate and Hampstead chains and the wider Heath caused by increased use/visitor numbers during the Covid pandemic. Areas to be prioritised according to location, level of damage and risk to public. | 2021/22 | Conservation Supervisor, Trees & Conservation Manager | Outcomes A & B |
| CE-PR 2 | Hampstead Heath | Reinstatement works to Covid related ground damage to dams, spillways and ponds margins. Areas to be prioritised according to location, level of damage and risk to public. | 2021/22 | Conservation Supervisor, Trees & Conservation Manager | Outcomes A & B |
| CE-PR 3 | Hampstead Heath | Tree planting on Parliament Hill Broad Walk to contribute to the City of London's Climate Action Strategy. | 2021/22 | Conservation Supervisor, Trees & Conservation Manager | Outcomes A & B |
| CE-PR 4 | Hampstead Heath | Pedestrian and cycle working group: Programme of shared use paths improvements/refurbishment to be rolled out 2021, following recommendation in LUCs 2018 Condition survey. | 2021/22 | Conservation Supervisor, Trees & Conservation Manager | Outcomes A & B |
| CE-PR 5 | Hampstead Heath | Undertake phased implementation of the recommendations within the Ponds and Wetlands Plan. | 2019/22 | Ecology Team, Trees & Conservation Manager, City Surveyors | Outcomes A & B |
| CE-PR 6 | Hampstead Heath | Post Card Project: Volunteer assisted project with Ecologist creating data base of interactive old and new postcard views for Hampstead Heath. | 2019/22 | Ecology Team, Trees & Conservation Manager | Outcomes A & B |

Conservation and Ecology - Cyclical

| Ref | Location | Description of work | Freq. | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Year | Team | Link to Management Strategy 2018 |
|----------|--|--|-------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|---------|---------|----------------------------------|
| | | | | | | | | | | | | | | | | | | |
| C&E-CW1 | Areas affected by the Ponds Project. | Continue to maintain areas affected by the Pond Project, including mowing spillways and dams as required; monitoring wetland vegetation, turf and seeded areas, mending fences as required, removing fences from wetland vegetation. | 1-12 | y | y | y | y | y | y | y | y | y | y | y | y | 2021/22 | C/R | Outcome A |
| C&E-CW2 | Several ponds, including Highgate no 1, Hampstead no 1, Vale of Health, Viaduct. | Carry out work required by Supervising Engineer to reduce flood risk. | 1 | y | y | y | y | y | y | y | y | y | y | y | y | 2021/22 | C/R | Outcome A |
| C&E-CW3 | Hedgerows Heath-wide | Remove non-native tree seedlings. | 1-12 | y | y | y | y | y | y | y | y | y | y | y | y | 2021/22 | C | Outcome A |
| C&E-CW4 | Hedgerows Heath-wide | Carry out any necessary management to promote trees which could grow into veterans. | 1-6 | y | y | | | | | | | y | y | y | y | 2021/22 | C | Outcome A |
| C&E-CW5 | Conservation grassland Heath-wide | Remove invading tree seedlings and saplings. | 1-12 | y | y | y | y | y | y | y | y | y | y | y | y | 2021/22 | C/V | Outcome A |
| C&E-CW6 | Conservation grassland Heath-wide | Maintain programme of cutting conservation grassland in a cycle of 1-3 years. | 1 | | | | | y | y | y | y | y | | | | 2021/22 | C/E | Outcome A |
| C&E-CW7 | Conservation grassland Heath-wide | Use green hay arisings from sparrow site on new donor sites across the Heath where appropriate. | 3-4 | | | | | | y | y | y | y | | | | 2021/22 | C | Outcome A |
| C&E-CW8 | Heathwide | Continue additional volunteer led butterfly transect. | 20 | | | | | y | y | y | y | y | | | | 2021 | E/V | Outcome A |
| C&E-CW9 | Heathwide | Implement specific purple emperor and white-letter hairstreak butterfly recording scheme. | 5-10 | | | | | y | y | y | y | | | | | 2021 | V/E | Outcome A |
| C&E-CW10 | Heathwide | Continue with H+Hs initiated breeding bird survey. | 6-12 | | | | y | y | y | y | y | | | | | 2021 | V/E | Outcome A |
| C&E-CW11 | Heathwide | Complete Heathwide moth recording programme using specialist recorder. | 7 | | | y | y | y | | | | | | | | 2021 | C + Con | Outcome A |
| C&E-CW12 | Heathwide | Reinstate selected areas suffering from erosion and heavy usage where possible. | 12 | y | y | y | y | y | y | y | y | y | y | y | y | 2021/22 | Con | Outcome A |
| C&E-CW13 | All or several ponds | Implement recommendations from the Ponds and Wetland Conservation Plan. Including creation of dog swim points, fishing swims and associated signage. | 1-12 | y | y | y | y | y | y | y | y | y | y | y | y | 2021/22 | C | Outcome A |
| C&E-CW14 | All or several ponds | Research the impact and levels of pesticides in selected Heath ponds. | 1-12 | y | y | y | y | y | y | y | y | y | y | y | y | 2021/22 | E | Outcome A |

Conservation and Ecology - Cyclical

| Ref | Location | Description of work | Freq. | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Year | Team | Link to Management Strategy 2018 |
|----------|-------------------------------|---|-------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|---------|-------|----------------------------------|
| | | | | | | | | | | | | | | | | | | |
| C&E-CW15 | All or several ponds | Continue dragonfly monitoring. | 15-20 | | | | y | y | y | y | y | y | y | | | 2021 | E/V | Outcome A |
| C&E-CW16 | All or several ponds | Use a boat to check for and remove line & tackle & other debris. | 3 | | | y | | | | y | | y | | | | 2021/22 | C/R | Outcome A |
| C&E-CW17 | All or several ponds | Try to improve marginal vegetation. | 1 | | | y | y | y | y | | | | | | | 2021/22 | C | Outcome A |
| C&E-CW18 | All or several ponds | Monitor ponds for general problems and algae scums, and ensure warning notices are promptly put up & taken down. | 1-12 | y | y | y | y | y | y | y | y | y | y | y | y | 2021/22 | ERC | Outcome A |
| C&E-CW19 | All or several ponds | Maintain water mixing equipment. | 12 | y | y | y | y | y | y | y | y | y | y | y | y | 2021/22 | C | Outcome A |
| C&E-CW20 | All or several ponds | Monitor water oxygen. | 7 | | | | | y | y | y | y | y | | | | 2021 | E | Outcome A |
| C&E-CW21 | All or several ponds | Attempt to alleviate problems such as duckweed blooms and oxygen crashes when required. | 1-6 | | | | | y | y | y | y | y | y | | | 2021 | C/E | Outcome A |
| C&E-CW22 | Heath-wide | Control Himalayan balsam, Japanese knotweed, giant hogweed, Michaelmas daisy, sycamore and, where necessary, creeping thistle, bramble, common hogweed, ragwort and bracken. | 15 | | | | | y | y | y | y | y | | | | 2021 | C/E | Outcome A |
| C&E-CW23 | Selected locations Heath-wide | Maintain bramble at roughly current extent. | 2 | y | y | | | | | | | y | y | y | y | 2021 | C/V | Outcome A |
| C&E-CW24 | Selected locations Heath-wide | Monitor selected features, including certain invasive species, extent of bramble, Small Tumulus Field grassland, Tormentil slopes, Sparrows site, experimental cutting area, amphibians and reptiles. | 1 | | | | | | y | y | y | | | | | 2021 | E/C | Outcome A |
| C&E-CW25 | Selected locations Heath-wide | Continue to Improve corridors for hedgehogs through opening up small gaps in selected fencing. | 1-12 | y | y | y | y | y | y | y | y | y | y | y | y | 2021/22 | E/C/V | Outcome A |
| C&E-CW26 | Selected locations Heath-wide | Placement of further hedgehog nesting boxes as well as bird and bat boxes at suitable Heath locations. Seek funding for this through the Heaths donations page. | 1-12 | y | y | y | y | y | y | y | y | y | y | y | y | 2021/22 | E/C/V | Outcomes A + D |
| C&E-CW27 | Heath-wide | Planning, facilitating and overseeing the work of Heath Hands. | 1-12 | y | y | y | y | y | y | y | y | y | y | y | y | 2021/22 | C/R/E | Outcome A |
| C&E-CW28 | Vale-Upper Vale of Health | Cut bramble etc. round Pound to maintain views to it. | 1 | | | | | | | | y | y | y | | | 2021 | C | Outcome A |
| C&E-CW29 | Vale-Upper Vale of Health | Continue to reduce bramble growing on the Belmore slopes. | 1 | y | y | | | | | | | | y | y | y | 2021/22 | C | Outcome A |
| C&E-CW30 | Vale-Upper Vale of Health | Mow majority of fertile grassland (including along paths) annually in September, removing arisings. | 1 | | | | | | | | | y | | | | 2021 | C | Outcome A |

Conservation and Ecology - Cyclical

| Ref | Location | Description of work | Freq. | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Year | Team | Link to Management Strategy 2018 |
|----------|------------------------------------|--|-------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|---------|------|----------------------------------|
| | | | | | | | | | | | | | | | | | | |
| C&E-CW31 | Vale-Upper Vale of Health | Weed heather 2 to 3 times yearly as required and cut round existing patches to prevent encroachment. | 2-3 | y | y | y | y | y | y | y | y | y | y | y | y | 2021/22 | C/V | Outcome A |
| C&E-CW32 | Vale-Upper Vale of Health | Cut areas of hogweed in rough grassland 2-3 times p.a. to prevent spreading. | 2-3 | | | | | | y | y | y | y | | | | 2021 | C/V | Outcome A |
| C&E-CW33 | Vale-Upper Vale of Health | Ensure trees & shrubs in bramble areas do not become more numerous. | 1 | y | y | | | | | | | | y | y | y | 2021/22 | C | Outcome A |
| C&E-CW34 | Vale-Upper Vale of Health | Skirt bramble carefully by hand on Atypus slopes, & remove tree & shrub seedlings. Cut back overhanging branches if they have extended from previous year. | 1 | y | y | y | y | y | y | y | y | y | y | y | y | 2021/22 | C/V | Outcome A |
| C&E-CW35 | Vale-Upper Vale of Health | Control invasive species, e.g. sycamore and laurel southern woodland, adjoining Vale of Health Approach Road. | 1 | | | | | | | | | y | y | y | y | 2021 | C | Outcome A |
| C&E-CW36 | Vale of Health N of Approach Road | Cut triangle of grassland above Approach Road. | 1 | | | | | | y | y | y | | | | | 2021 | C/R | Outcome A |
| C&E-CW37 | Vale of Health pound slopes | Create invertebrate scrape on section above the sheep pound. Remove small birch trees, ivy and scrub and scrape site. This will also partially restore a lost viewpoint. | 1 | y | y | y | | | | | | y | y | y | y | 2021/22 | C/V | Outcome A |
| C&E-CW38 | Vale of Health pound slopes | Continue to block off illegally created and expanding bike track above the sheep pound. Lay trees and shrubs where appropriate. | 1 | y | y | y | | | | | | | y | y | y | 2020/21 | C/V | Outcome A |
| C&E-CW39 | Vale of Health Valley | Flail toe of dam as required by Dam Engineer. | 2-4 | | | | y | | | | y | y | y | | | 2021 | C | Outcome A |
| C&E-CW40 | Vale of Health Valley | Keep central area open. Retain nettle/comfrey area on south-west side. Mow south-eastern side as required to control bramble. | 2-3 | | | | | y | y | y | y | | | | | 2021 | C | Outcome A |
| C&E-CW41 | Fleet Stream-Middle Bird Sanctuary | Remove and prevent regrowth of sycamores throughout to encourage ground flora. | 1 | y | y | | | | | | | y | y | y | y | 2021/22 | C/V | Outcome A |
| C&E-CW42 | Fleet Stream-Viaduct pond area | Remove <i>Hedera colchica</i> from ground where possible. Cut ivy towards base where growing into tree canopies. | 1 | y | y | | | | | | | y | y | y | y | 2021/22 | C | Outcome A |
| C&E-CW43 | Fleet Stream-Lime Avenue | Open up views upstream from Lime Avenue by coppicing or laying hawthorns at top. Also cut back bramble from stream edge up to 2m. Place 2-3 log weirs along stream unless naturally occurring weirs occur. | 1 | y | y | | | | | | | y | y | y | y | 2021/22 | C | Outcome A |
| C&E-CW44 | Fleet Stream-Viaduct area | Create small glade where two branches of Fleet stream meet in woodland below Viaduct Pond. Dig out sediment and place log weir; plant marsh-loving plants. Keep open in future by removing new seedling trees. | 1 | y | y | | | | | | | y | y | y | y | 2021/22 | C | Outcome A |

Conservation and Ecology - Cyclical

| Ref | Location | Description of work | Freq. | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Year | Team | Link to Management Strategy 2018 |
|----------|---|--|-------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|---------|------|----------------------------------|
| | | | | | | | | | | | | | | | | | | |
| C&E-CW45 | Fleet Stream-Viaduct area | Coppice willow and yew along butterfly transect section 8 to increase light. | 1 | y | y | | | | | | | | y | y | y | 2021/22 | C | Outcome A |
| C&E-CW46 | Viaduct Pond | On south-west side of Viaduct pond, cut back hedge below bench to create view of pond. | 1 | y | y | | | | | | | | y | y | y | 2021/22 | C | Outcome A |
| C&E-CW47 | Viaduct Pond | Cut bramble and blackthorn suckers etc. in grassland by hedge. | 1 | y | y | y | y | y | y | y | y | y | y | y | y | 2021/22 | C | Outcome A |
| C&E-CW48 | Viaduct Pond | Remove or coppice young sycamores in enclosures to west of pond. | 1 | y | y | | | | | | | | y | y | y | 2021/22 | C | Outcome A |
| C&E-CW49 | Viaduct Pond | Cut bramble and tree growth back from new emergent planting south of bridge. | 1 | y | y | | | | | | | | y | y | y | 2021/22 | C/V | Outcome A |
| C&E-CW50 | Viaduct Pond | Control Japanese knotweed in enclosed area. | 1 | | | | | | | | y | y | | | | 2021 | C | Outcome A |
| C&E-CW51 | Viaduct Pond | Pull Himalayan balsam from marsh area. | 3-4 | | | | | | y | y | y | y | | | | 2021 | C/V | Outcome A |
| C&E-CW52 | Viaduct Pond | Remove bramble and saplings from gorse area east of Viaduct. Coppice any degrading gorse, and consider planting more. | 1 | y | y | | | | | | | | y | y | y | 2021/22 | C | Outcome A |
| C&E-CW53 | Viaduct Pond | Weed planted heather on exposed east bank. | 2 | y | y | | | | y | y | y | y | y | y | y | 2021/22 | C/V | Outcome A |
| C&E-CW54 | Viaduct Pond | Maintain kingfisher/invertebrate bank along sandy bank to south of bridge. Cut back scrub growth and weed if required to allow reptile monitor access. | 1 | y | y | y | y | y | y | y | y | y | y | y | y | 2021/22 | C/V | Outcome A |
| C&E-CW55 | Viaduct Pond | Remove robinia suckers growing around pond edge | 1 | y | y | | | | | | | | y | y | y | 2021/22 | C | Outcome A |
| C&E-CW56 | Springett's Wood | Cut grass/scrub 2-3 times avoiding bluebell leaves. | 2-3 | | | | y | y | y | y | y | y | | | | 2021 | C | Outcome A |
| C&E-CW57 | Springett's Wood | Clear & mow paths | 1-2 | | | | y | y | y | y | y | y | | | | 2021 | C | Outcome A |
| C&E-CW58 | Springett's Wood | Keep bramble in damp area near pond in check by cutting back, & remove sapling & seedling trees & shrubs & scrub. | 1 | y | y | | | | | | | | | y | y | 2021/22 | C | Outcome A |
| C&E-CW59 | Springett's Wood | Remove & dispose of <i>Crassula helmsii</i> if present in pond. | 1 | | | | | y | y | y | y | y | | | | 2021 | C | Outcome A |
| C&E-CW60 | Springett's Wood | Maintain pond; reduce vegetation in pond if required. | 1 | y | y | | | | | | | | y | y | y | 2021/22 | C | Outcome A |
| C&E-CW61 | Springett's Wood | Check tree guards & tree ties, & clear scrub around young trees. | 1 | y | y | y | y | y | y | y | y | y | y | y | y | 2021/22 | C | Outcome A |
| C&E-CW62 | Vale- Radio mast area | Remove sycamore monoculture adjacent to Spaniards Road next to the radio mast. Assess replacement with native shrubs and bulbs. | 1 | y | y | | | | | | | | y | y | y | 2021/22 | C | Outcome A |
| C&E-CW63 | Vale- Radio mast area | Remove laurel growing next to mature oak and orienteering post. | 1 | y | y | | | | | | | | y | y | y | 2021/22 | C | Outcome A |
| C&E-CW64 | Vale- Radio mast area | Review opening up sightlines of the old track/road running above the old hockey pitch through selected holly removal. | 1 | y | y | | | | | | | | y | y | y | 2021/22 | C/E | Outcome A |
| C&E-CW65 | Vale- Old Hockey Field wild flower area | Pull thistles before cutting. | 1 | | | | | | y | y | | | | | | 2021 | C/V | Outcome A |

Conservation and Ecology - Cyclical

| Ref | Location | Description of work | Freq. | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Year | Team | Link to Management Strategy 2018 |
|----------|--|--|-------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|---------|------|----------------------------------|
| C&E-CW66 | Vale- Old Hockey Field wild flower area | Cut meadow late winter or Autumn. | 1 | | y | y | | | | | | y | y | y | | 2021/22 | C | Outcome A |
| C&E-CW67 | Vale- Kenwood boundary fenceline | Remove laurels encroaching and growing onto Heath land. | 1 | y | y | | | | | | | | y | y | y | 2021/22 | C | Outcome A |
| C&E-CW68 | Vale Fairground woodland | Create glade behind line of Lucombe oaks through removal of young sycamores. Protect sapling wildservice tree. | 1 | y | y | | | | | | | y | y | y | y | 2021/22 | C/V | Outcome A |
| C&E-CW69 | Vale of Health Pond | Maintain glade near pond inlets. | 1 | y | y | | | | | | | | y | y | y | 2021/22 | C | Outcome A |
| C&E-CW70 | Vale of Health Pond | Trim back bramble near bench above fishing pegs. | 1 | y | y | | | | | | | y | y | y | y | 2021/22 | C | Outcome A |
| C&E-CW71 | Vale of Health Pond | Coppice saplings and lift trees competing with gorse on the south bank. Remove sycamore saplings from pond edge to south. Coppice gorse if required. | 1 | y | y | | | | | | | | y | y | y | 2021/22 | C | Outcome A |
| C&E-CW72 | Vale of Health Pond | Review and implement creation of additional fishing swim to the east of the pond. | 1 | y | y | y | y | y | y | y | y | y | y | y | y | 2021/22 | C | Outcome A |
| C&E-CW73 | Woodland south of Vale of Health Approach Road | Remove ivy from 20% of trees each year. | 1 | | y | | | | | | | y | y | y | | 2021/22 | C | Outcome A |
| C&E-CW74 | Woodland east of Vale of Health Approach Road | Remove laurels from throughout woodland. | 1 | y | y | | | | | | | y | y | y | y | 2021/22 | C/V | Outcome A |
| C&E-CW75 | Tormentil Slopes | Cut bramble and rosebay willowherb as necessary with view to eradicating. | 2 | y | y | y | y | y | y | y | y | y | y | y | y | 2021/22 | C/V | Outcome A |
| C&E-CW76 | Tormentil Slopes | Cut areas of coarse grass repeatedly. | 4 | | | | y | y | y | y | y | | | | | 2021 | C | Outcome A |
| C&E-CW77 | Woodland opposite Vale of Health toilets | Cut back bramble and coppice willows. This will create a sunnier glade and also allow Himalayan balsam here to be controlled more easily. | 1 | y | y | | | | | | | | y | y | y | 2021/22 | C | Outcome A |
| C&E-CW78 | 'Secret glade' W of path between Viaduct pond & Hollow Beech | Maintain glade through bramble/sapling removal. | 1 | y | y | | | | | | | y | y | y | y | 2021/22 | C | Outcome A |
| C&E-CW79 | Viaduct Pond and hollow beech- path between | Increase width of woodland edge habitat by removing or coppicing young trees near path. | 1 | y | y | | | | | | | | y | y | y | 2021/22 | C | Outcome A |

Conservation and Ecology - Cyclical

| Ref | Location | Description of work | Freq. | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Year | Team | Link to Management Strategy 2018 |
|----------|--------------------|---|-------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|---------|------|----------------------------------|
| | | | | | | | | | | | | | | | | | | |
| C&E-CW80 | Pryor's Field | Check area where common spotted orchid grows to ensure it is not being outcompeted; manage appropriately if so. Remove Michaelmas daisy. | 1 | | | | | | y | y | y | | | | | 2021 | E/C | Outcome A |
| C&E-CW81 | Pryor's Field | Clear sycamore saplings and laurel if present from woodland strip along north edge. | 1 | y | y | y | y | y | y | y | y | y | y | y | y | 2021/22 | C | Outcome A |
| C&E-CW82 | Pryor's Field | Pull any Himalayan balsam in damp patch. Pull Himalayan balsam in central bramble patch only if whitethroat not breeding. | 2-4 | | | | | | y | y | y | y | | | | 2021 | C | Outcome A |
| C&E-CW83 | Pryor's Field | Cut 1/3rd of the scalloped eastern edge of Pryor's Field between the path and shrubs (excluding the area dominated by blackthorn) on a rotational basis. | 1 | y | y | | | | | | | y | y | y | y | 2021/22 | C | Outcome A |
| C&E-CW84 | Pryor's Field | Remove seedling/sapling trees as required in grassland and gorse along northern edge, and maintain gorse by clearing bramble. Replenish gorse as necessary. | 1 | y | y | y | | | | | | y | y | y | y | 2021/22 | C | Outcome A |
| C&E-CW85 | Pryor's Field | Reduce the extent of bramble in south-west of Field, near car park, cutting by hand as ant hills are present. | 1 | | | | | | | | | y | y | y | y | 2021/22 | C/V | Outcome A |
| C&E-CW86 | Pryor's Field | Cut or remove any purple Michaelmas daisy, and white Michaelmas daisy not growing in main patch | 1 | | | | | | | | | y | y | | | 2021 | C/V | Outcome A |
| C&E-CW87 | Pryor's Field | Cut areas dominated by hogweed or remove flowers before seeding and take off site in all areas except that specified on map in management plan. | 1-2 | | | | | | y | y | y | | | | | 2021 | C/V | Outcome A |
| C&E-CW88 | Pryor's Field | Cut round large white Michaelmas daisy patch | 1 | | | | | | y | y | y | | | | | 2021 | C/V | Outcome A |
| C&E-CW89 | Preacher's Hill | Cut cow parsley/ rough grassland and ash saplings alongside Willow Road after cow parsley has flowered. Cut saplings by hand if necessary (car parking). | 3-4 | | | | | | y | y | y | y | | | | 2021 | C | Outcome A |
| C&E-CW90 | Preacher's Hill | Control invasive bramble on edge of Willow Road near junction with Christchurch Hill. | 1 | | | | y | y | | | | | | | | 2021 | C | Outcome A |
| C&E-CW91 | Mixed Pond meadow | Cut grassland regularly, to keep back bramble encroachment. | 2-3 | | | | | y | y | y | y | | | | | 2021 | C | Outcome A |
| C&E-CW92 | Mixed Pond | Remove non-native shrubs and trees from mixed pond enclosure area in partnership with Mixed pond association. Plant in native trees/shrubs. | 2-4 | y | y | | | | | | | y | y | y | y | 2021/22 | C | Outcome A + D |
| C&E-CW93 | Mixed Pond | Coppice tree regrowth from new emergent planting. | 1 | y | y | | | | | | | y | y | y | y | 2021/22 | C | Outcome A |
| C&E-CW94 | Tumulus Field Pond | Re-dig/remove vegetation from pond to create open water. | 1 | y | y | y | y | y | y | y | y | y | y | y | | 2022 | C | Outcome A |
| C&E-CW95 | Tumulus Field Pond | Cut vegetation surrounding pond. | 1 | y | y | y | y | | | | | | | | | 2022 | C | Outcome A |

Conservation and Ecology - Cyclical

| Ref | Location | Description of work | Freq. | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Year | Team | Link to Management Strategy 2018 |
|-----------|----------------------------------|---|-------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|---------|-------|----------------------------------|
| | | | | | | | | | | | | | | | | | | |
| C&E-CW96 | Small Tumulus Field | Mow central grass area south of main path and north of desire line repeatedly to reduce thistle extent. Leave extensive thistle nearest Hedge No.2. | 4-5 | | | | y | y | y | y | y | | | | | 2021 | C | Outcome A |
| C&E-CW97 | Small Tumulus Field | Control hogweed by cutting flowers off. | 2 | | | | | | y | y | y | | | | | 2021 | C | Outcome A |
| C&E-CW98 | Small Tumulus Field | Cut bays every third year in bramble over 9 year cycle, leaving bird perching posts. | 1 | | | | | | | | | y | y | | | 2021/22 | C | Outcome A |
| C&E-CW99 | Small Tumulus Field | Coppice selected lengths of woody edges by hedge 3 & repeat as required to maintain edge habitat. | 1 | y | y | | | | | | | | y | y | y | 2021/22 | C | Outcome A |
| C&E-CW100 | Small Tumulus Field | Re-lay short but wide band of Hedge 3 to create better edge habitat. | 1 | y | y | | | | | | | | y | y | y | 2021/22 | C | Outcome A |
| C&E-CW101 | Small Tumulus Field | Mow area of rosebay willowherb cut in 2016 until restored to grassland. | 1 | | | | | | y | y | | | | | | 2021 | C | Outcome A |
| C&E-CW102 | Copse above Parliament Hill café | Coppice 5-10m width hawthorn & ash saplings on south side of path to create denser habitat and open up path. | 1 | y | y | | | | | | | | y | y | y | 2021/22 | C | Outcome A |
| C&E-CW103 | Parliament Hill, near Dump | Mow 50% of seeded grass area repeatedly to reduce thistle extent. | 4-5 | | | | y | y | y | y | y | | | | | 2021 | C | Outcome A |
| C&E-CW104 | Parliament Hill shrub islands | Lay one shrub island on western path and cut back sloe encroaching into grassland as necessary. | 1 | y | y | | | | | | | | y | y | y | 2021/22 | C | Outcome A |
| C&E-CW105 | Parliament Hill viewpoint | Restore views to Barbican Tower. Pollard, top or coppice willow. | 1 | y | y | | | | | | | | y | y | y | 2021/22 | C/Arb | Outcome A |
| C&E-CW106 | Hedge No.1 | Lay lower third of hedgeline | 1 | y | y | | | | | | | | y | y | y | 2021/22 | C | Outcome A |
| C&E-CW107 | Highgate no 1 pond | Maintain 2 open viewing windows and prevent shading of marginals by coppicing willows on 3 year rotation. Windows should be re-coppiced if required to maintain view. | 1-2 | y | y | | | | | | | | | y | y | 2021/22 | C/R | Outcome A |
| C&E-CW108 | Men's pond | Work with Men's pond association to assess and improve biodiversity of the eastern wooded bank. Remove sycamores and non-native understorey and replace with native shrubs and trees. | 1-12 | y | y | | | | | | | | y | y | y | 2021/22 | C/E | Outcomes A + D |
| C&E-CW109 | Boating pond | Cut NE reed-bed and transplant some to recreate open water. | 1 | y | y | | | | | | | | | y | y | 2021/22 | C | Outcome A |
| C&E-CW110 | Boating pond | Seek funding for the removal of the causeway to the 'island' to improve the area as a wildlife refuge. | 1-12 | y | y | y | y | y | y | y | y | y | y | y | y | 2021/22 | E | Outcomes A + D |
| C&E-CW111 | South Meadow | Mow all grassy glades except large areas north of stream to allow access & maintain grassland. Retain strip of long grass round edges. | 1 | | | | | | y | y | | | | | | 2021 | C | Outcome A |

Conservation and Ecology - Cyclical

| Ref | Location | Description of work | Freq. | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Year | Team | Link to Management Strategy 2018 |
|-----------|--|--|-------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|---------|-------|----------------------------------|
| | | | | | | | | | | | | | | | | | | |
| C&E-CW112 | South Meadow | Pull or cut small balsam in Kenwood SSSI strip before it flowers. | 1 | | | | | | y | y | | | | | | 2021 | C/V | Outcome A |
| C&E-CW113 | South Meadow | Continue to protect bluebells throughout the area by placing low dead hedging around the major patches in late winter. | 1-2 | | y | y | | | | | | | | | | 2021 | C/V | Outcome A |
| C&E-CW114 | Orchard | Continue to coppice area of hazel/ash on a 7 year rotation. Plant additional hazel to fill gaps. Section 4 2021/22. | 1 | y | y | | | | | | | | y | y | y | 2021/22 | C | Outcome A |
| C&E-CW115 | Orchard | Clear around recently planted hazels. | 1 | | | | | | y | y | | | | | | 2021 | C | Outcome A |
| C&E-CW116 | Orchard | Remove one large sycamore. | 1 | y | y | | | | | | | | | y | y | 2021/22 | C | Outcome A |
| C&E-CW117 | Orchard | Raise crowns of selected beeches where shading coppice areas. | 1 | y | y | y | y | y | y | y | y | y | y | y | y | 2021/22 | C/Arb | Outcome A |
| C&E-CW118 | Old Orchard Garden | On-going maintenance including planting, pruning, weeding & mowing. | 5 | y | y | y | y | y | y | y | y | y | y | y | y | 2021/22 | V | Outcome A |
| C&E-CW119 | Cohen's Field ponds | Monitor for invasive species and remove as necessary. | 1 | | | | | y | y | y | y | | | | | 2021 | C | Outcome A |
| C&E-CW120 | Cohen's Field ponds | Autumn or late winter cut to pond edges to maintain a grassy fringe. | 1 | | y | y | | | | | | y | y | y | | 2021/22 | C | Outcome A |
| C&E-CW121 | Upper (western) Cohen's Field | Maintain ditch to upper new pond to retain nearby crossing point. | 1 | y | y | y | y | y | y | y | y | y | y | y | y | 2021 | C/R | Outcome A |
| C&E-CW122 | Upper (western) Cohen's Field | Continue to control expanding patch blackthorn, centre of Field towards northern edge. | 1 | | | | | y | y | y | y | y | | | | 2021 | C | Outcome A |
| C&E-CW123 | Lower (east) Cohen's Field | Grub out sapling trees from western fringe, transplant larger recently planted saplings. | 1 | y | y | y | y | y | y | y | y | y | y | y | y | 2021/22 | C | Outcome A |
| C&E-CW124 | Stream line from Cohen's Wood to Ladies pond | Recoppice streamline area. Create new dam and weir systems onlong streamline to help reduce pollution incidences. | 1 | y | y | y | y | y | y | y | y | y | y | y | y | 2021/22 | C | Outcome A |
| C&E-CW125 | Stream line from Cohen's Wood to Ladies pond | Carry out water sampling to research pollution incidences along streamline in conjunction with the Fitzroy allotments association. | 1-12 | y | y | y | y | y | y | y | y | y | y | y | y | 2021/22 | C/E | Outcomes A + D |
| C&E-CW126 | Model Farm Compartment: farm section | Eradicate knotweed and balsam. | 1 | | | | | y | y | y | y | y | | | | 2021 | C | Outcome A |
| C&E-CW127 | Model Farm Compartment: farm section | Yearly cut to 50% of area. | 1 | y | y | | | | | | | | | y | y | 2021/22 | C | Outcome A |

Conservation and Ecology - Cyclical

| Ref | Location | Description of work | Freq. | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Year | Team | Link to Management Strategy 2018 |
|-----------|--|---|-------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|---------|------|----------------------------------|
| | | | | | | | | | | | | | | | | | | |
| C&E-CW128 | Model Farm compartment: top meadow | Continue to manage as open grassland by cutting late. Collect arisings and compost in area. | 1 | | | | | | | | | | | y | | 2021 | C | Outcome A |
| C&E-CW129 | Model Farm compartment: top meadow | July cut to perimeter of meadow for monitoring access. Care should be taken of grass snakes. | 1 | | | | | | | y | | | | | | 2021 | C | Outcome A |
| C&E-CW130 | Model Farm Compartment: Middle section | Maintain as rough meadow through autumn cut. | 1 | | | | | | | | | | y | y | | 2021 | C/E | Outcome A |
| C&E-CW131 | Model Farm compartment: farm section | Assess safety of 2 sycamores in north-west of farm area. | 2 | y | y | y | y | y | y | y | y | y | y | y | y | 2021/22 | C | Outcome A |
| C&E-CW132 | Model Farm compartment- top meadow | Create further hibernaculum at north end of meadow for grass snakes. Create egg laying (compost)sites in warm south facing locations. | 1 | | | | y | y | y | y | y | | | | | 2021 | V/C | Outcome A |
| C&E-CW133 | Pipeline Triangle | Early summer cut to Triangle to reduce coarse grass vigour & encourage later-flowering knapweed & bedstraw. | 1 | | | | | y | | | | | | | | 2021 | C | Outcome A |
| C&E-CW134 | Ladies' Pond Meadow | Reduce erosion caused by paths by cutting alternative desire lines adjacent to existing path in summer if required. | 2 | | | | | y | y | y | y | | | | | 2021 | C | Outcome A |
| C&E-CW135 | Ladies' Pond enclosure | Cut northern wet meadow area to prevent scrub encroachment. | 1 | | y | y | | | | | | y | y | | | 2021/22 | C | Outcome A |
| C&E-CW136 | Stock Pond | Re-open canopy above northern marsh area. Remove seedling alders and dogwood | 1 | y | y | | | | | | | | | y | y | 2021/22 | C | Outcome A |
| C&E-CW137 | Stock Pond | Cut back scrub encroaching onto northern marsh area. Cut back to dead hedge. | 1 | y | y | | | | | | | | y | y | y | 2021/22 | C | Outcome A |
| C&E-CW138 | Bird Sanctuary | Control Himalayan balsam & giant hogweed | 2 | | | | | | y | y | y | y | y | | | 2021 | C | Outcome A |
| C&E-CW139 | Bird Sanctuary | Coppice/Pollard 10% of willows & alder along eastern edge. | 1 | y | y | | | | | | | | | y | y | 2021/22 | C | Outcome A |
| C&E-CW140 | Bird Sanctuary | Regular coppice or removal of recent regrowth from large birch tree southwards on one-year rotation, to provide more light to water. | 2-3 | y | y | | y | y | y | y | y | y | y | y | y | 2021/22 | C | Outcome A |
| C&E-CW141 | Bird Sanctuary | Continue to expand wet meadow E of pond through selective coppicing of trees and scrub encroachment. | 1 | y | y | | | | | | | | | y | y | 2021/22 | C/E | Outcome A |
| C&E-CW142 | Bird Sanctuary | Coppice alder & dogwood S end of pond to maintain a minimum of 2 view points. | 1-2 | y | y | | | | | y | | | | y | y | 2021/22 | C | Outcome A |

Conservation and Ecology - Cyclical

| Ref | Location | Description of work | Freq. | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Year | Team | Link to Management Strategy 2018 |
|-----------|--|--|-------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|---------|-------|----------------------------------|
| | | | | | | | | | | | | | | | | | | |
| C&E-CW143 | Bird Sanctuary | Maintain channel N side of pond to increase wetness & habitat for reedbed. | 1 | y | y | y | y | | | | | | | y | y | 2021/22 | C | Outcome A |
| C&E-CW144 | Bird Sanctuary | Remove selected trees and shrubs growing in reedbeds. | 1 | | | | | | | | y | y | y | y | y | 2021 | C | Outcome A |
| C&E-CW145 | Bird Sanctuary | Reedbed cutting section 4. | 1 | y | y | | | | | | | | | | | 2022 | C | Outcome A |
| C&E-CW146 | Bird Sanctuary | Western wet meadow. Late cut to area to maintain as wet meadow and prevent encroachment onto reedbed. Leave small refuges. | 1 | y | y | | | | | | y | y | y | y | | 2021/22 | C | Outcome A |
| C&E-CW147 | Bird Sanctuary | Dig more pools in western wet meadow to prevent drying out. | 1 | y | y | y | y | | | | | | y | y | | 2021/22 | C | Outcome A |
| C&E-CW148 | Bird Sanctuary | Cut eastern dry area to prevent scrub encroachment. | 1 | y | y | | | | | | | | y | y | y | 2021/22 | C | Outcome A |
| C&E-CW149 | Bird Sanctuary | Cut eastern wet meadow late winter. | 1 | | y | y | | | | | | | | | | 2022 | C | Outcome A |
| C&E-CW150 | Bird Sanctuary | Cut north western rough meadow to prevent succession. Keep some rosebay willowherb and maintain a bramble fringe. Autumn cut followed by late spring and mid summer cut. | 3 | | | | | y | y | | y | y | y | | | 2021 | C | Outcome A |
| C&E-CW151 | Bird Sanctuary | Cut rough meadow to the north of the reedbed late winter/early spring. | 1 | | y | y | | | | | | | | | | 2022 | C | Outcome A |
| C&E-CW152 | Bird Sanctuary | Late cut and early summer cut to grass area surrounding bird feeders to maintain as grassland. | 2 | | | | | y | y | | y | y | y | | | 2021 | C | Outcome A |
| C&E-CW153 | Bird Sanctuary | Open up viewing window again from corner nearest Millfield toilets. | 1 | y | y | | | | | | | | | y | y | 2021/22 | C | Outcome A |
| C&E-CW154 | Bird Sanctuary | Create further amphibian and reptile hibernaculum to the east of the sanctuary. Exact location to be decided. | 1 | y | y | y | y | y | y | y | y | y | y | y | y | 2021/22 | V/C/E | Outcome A |
| C&E-CW155 | Bird Sanctuary | Create further reptile egg laying sites through placement of vegetation/ compost in sunny areas. | 1 | y | y | y | y | y | y | y | y | y | y | y | y | 2021/22 | V/C/E | Outcome A |
| C&E-CW156 | Southern slopes of Parliament Hill | Continue experimental regime of cutting selected areas of thistle monthly in season. | 5 | | | | | | y | y | y | y | | | | 2021 | C/E | Outcome A |
| C&E-CW157 | Heath Extension meadows | Development of scalloped edges between mown and long grass. | 1 | | | y | y | y | y | y | y | y | | | | 2021 | C | Outcome A |
| C&E-CW158 | Tree belt between two small meadows, Extension | Coppice young trees along northern edge to improve habitat & curtail further expansion into meadow. | 1 | y | y | | | | | | | | y | y | y | 2021/22 | C | Outcome A |

Conservation and Ecology - Cyclical

| Ref | Location | Description of work | Freq. | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Year | Team | Link to Management Strategy 2018 |
|-----------|--|---|-------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|---------|------|----------------------------------|
| | | | | | | | | | | | | | | | | | | |
| C&E-CW159 | Extension, north-west corner of junior cricket field | Hand grub tree seedlings and saplings in uncut area & allow habitat to improve for meadow ants. Cut around hills. | 1 | y | y | y | y | y | y | y | y | y | y | y | y | 2021/22 | C | Outcome A |
| C&E-CW160 | Extension, north-west corner of junior cricket field | Cut thistle areas to east and west in July to stop spread into area of ant hills. | 1 | | | | | | y | | | | | | | 2021 | C | Outcome A |
| C&E-CW161 | Extension, north-west corner of junior cricket field | Trial grazing in ant hill section to reduce scrub and maintain ant hills. | 1 | | | | | | | | | y | | | | 2021 | C | Outcomes A + D |
| C&E-CW162 | Extension, north-west corner of junior cricket field | Monitor flora in ant-hill area in conjunction with the LNHS. | 1 | | | | | | y | | | | | | | 2021 | E/V | Outcome A |
| C&E-CW163 | Extension | Lay up to 50m section of hedgerow. To be determined. | 1 | y | y | | | | | | | | y | y | y | 2021/22 | C | Outcome A |
| C&E-CW164 | Ikin's Corner meadow | Selectively clear scrub and bramble | 1 | y | y | y | | | | | | | | | | 2021 | C | Outcome A |
| C&E-CW165 | Ikin's Corner meadow | Cut grassland every 2 years. | 1 | | | | | y | | | | | | | | 2021 | C | Outcome A |
| C&E-CW166 | New hockey pitch | Top 50% thistle along hedgerow on west of grassland. | 2-3 | | | | | y | y | y | | | | | | 2021 | C | Outcome A |
| C&E-CW167 | New hockey pitch | Maintain scalloped edge to bramble & close-mown grass. | 1 | y | y | | | | | | | | y | y | y | 2021/22 | C | Outcome A |
| C&E-CW168 | Meadow west of children's play area | Top 80% thistle along east hedge. | 2-3 | | | | | y | y | y | | | | | | 2021 | C | Outcome A |
| C&E-CW169 | Meadow Lower & Upper Wield Field (formerly Meadow 308) | Reduce peripheral bramble. Target encroachment along north edge & remove seedling tree encroachment into meadow. | 1 | y | y | | | | | | | | y | y | y | 2021/22 | C | Outcome A |
| C&E-CW170 | Meadow at North Point (far NE corner of Extension) | Hand pull or cut 80% thistle. | 2-3 | | | | | y | y | y | | | | | | 2021 | C | Outcome A |

Conservation and Ecology - Cyclical

| Ref | Location | Description of work | Freq. | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Year | Team | Link to Management Strategy 2018 |
|-----------|--|--|-------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|---------|------|----------------------------------|
| | | | | | | | | | | | | | | | | | | |
| C&E-CW171 | Meadow at North Point (far NE corner of Extension) | Late annual cut of non-trial area leaving refuges. | 1 | | | | | | | | y | y | | | | 2021 | C | Outcome A |
| C&E-CW172 | Meadow at North Point (far NE corner of Extension) | Cut & monitor three trial grassland management strips, cutting e.g. April/May; July; July then late. | 3 | | | | y | y | | y | | y | y | | | 2021 | C/E | Outcome A |
| C&E-CW173 | East end of Corringham Path | Maintain newly planted hedgerow through weeding and watering. | 1 | y | y | y | y | y | y | y | y | y | y | y | y | 2021/22 | C | Outcome A |
| C&E-CW174 | Eastern edge of Extension | Maintain cut grass strip at base of privet hedges at rear of private gardens. | 3 | | | | y | y | y | y | y | | | | | 2021 | C/R | Outcome A |
| C&E-CW175 | Hedge between cricket & football pitches | Retain wide bramble/grassland fringe to hedge. | 1 | y | y | | | | | | | | y | y | y | 2021/22 | C | Outcome A |
| C&E-CW176 | Cricket field | Maintain native black poplar saplings at lower north corner of field. | 12 | y | y | y | y | y | y | y | y | y | y | y | y | 2021/22 | C/R | Outcome A |
| C&E-CW177 | Extension Ponds | Maintain damp meadow by autumn/winter cut & clear from W edge of ponds 2-7. See management plan for location. | 1 | | | | | | | | | | y | y | y | 2021 | C | Outcome A |
| C&E-CW178 | Extension Ponds | Cut/coppice scrub & grub bramble for N, S & E edges of pond 7 to maintain low scrub & wildflower area & prevent encroachment into pond. See management plan for location. | Every 4 yr. | y | y | | | | | | | | | y | y | 2021/22 | C | Outcome A |
| C&E-CW179 | Extension Ponds | Prune recently layed hedge along No.2 pond. Re-lay 2022. | 1 | y | y | | | | | | | y | y | y | y | 2021/22 | C | Outcome A |
| C&E-CW180 | Extension Ponds | Selectively coppice shrub islands/groups on 10 yr. cycle to maintain thick vegetation. Coppice 1 island/yr. See management plan for location. | 1 | y | y | | | | | | | | | y | y | 2021/22 | C | Outcome A |
| C&E-CW181 | Extension Ponds | Maintain open water by removing 50%-75% emergent vegetation from ponds 2-6 approx. every 10 years. Spread arisings along ground to west of ponds 4-6. Maintain minimum 50% open water. | Every 2 yr. | | | | | | | | y | y | y | | | 2022 | C/E | Outcome A |
| C&E-CW182 | Extension Ponds | Remove New Zealand Pigmyweed, Crassula helmsii, from pond 2+5 and any other ponds where it is present. | 2-3 | | | | y | y | y | y | y | | | | | 2021 | C | Outcome A |
| C&E-CW183 | Extension Ponds | Monitor dragonflies. | 6-12 | | | | y | y | y | y | y | | | | | 2021 | E/V | Outcome A |
| C&E-CW184 | Extension Ponds | Maintain views to ponds in small sections of east and west sides through summer coppicing of vegetation. | 2-3 | | | | | y | y | y | | | | | | 2021 | R/E | Outcome A |

Conservation and Ecology - Cyclical

| Ref | Location | Description of work | Freq. | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Year | Team | Link to Management Strategy 2018 |
|-----------|--|--|-------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|---------|------|----------------------------------|
| | | | | | | | | | | | | | | | | | | |
| C&E-CW185 | Path edge near to Extension No.1 pond | Ensure marsh woundwort population west of Pond 1 is conserved. Coppice willow shading plants and maintain short section of path to west by cutting through nettle patch again. | 5 | y | y | y | y | y | y | y | y | y | y | y | y | 2021 | C/E | Outcome A |
| C&E-CW186 | Flagstaff | Regular cut, but with midsummer window to allow flowering of wildflowers. | 4-6 | | | y | y | y | | | y | y | y | | | 2021 | C | Outcome A |
| C&E-CW187 | Flagstaff | Maintain immediate foreground 20-30m view towards Harrow through lifting trees at the edges | 1 | y | y | | | | | | | | | y | y | 2021/22 | C | Outcome A |
| C&E-CW188 | Flagstaff gorse patch | Coppice a section of gorse on 12 year rotation and remove seedlings sycamore, oak and birch in compartment. Section 9 in 2021/22. Follow-up bramble removal in spring/summer if needed | 1 | y | y | | | | | | | | | y | y | 2021/22 | C | Outcome A |
| C&E-CW189 | Flagstaff gorse patch | Plant any open areas with gorse | 1 | y | y | y | | | | | | | y | y | y | 2021/22 | C | Outcome A |
| C&E-CW190 | Flagstaff gorse patch | Follow up management of recently coppiced/expanded area of gorse. Revisit section to remove any returning scrub or bramble growth. Replant any failed gorse. Section 8 in 2021/22 | 1 | y | y | | | | | | | | | y | y | 2021/22 | C | Outcome A |
| C&E-CW191 | Heath lands, next to Jack Straws car park | Late annual cut, leaving refuges. | 1 | | | | | | | | y | y | y | | | 2021 | C | Outcome A |
| C&E-CW192 | Heather stand on slope by Hill garden middle gate (old section of Pergola) | Weed existing heather. Increase area of heather/acid grassland by cutting back scrub and bramble from the fringes particularly the lower slopes. | 2-3 | y | y | y | y | y | y | y | y | y | y | y | y | 2021/22 | C | Outcome A |
| C&E-CW193 | Heather stand on slope by Hill garden middle gate (old section of Pergola) | High cut to lower heather section to maintain as low heath and prevent scrub encroachment. | 1 | | | | | | | | y | y | y | | | 2021 | C | Outcome A |
| C&E-CW194 | Hill garden pergola Harrow view | Prune eucalyptus and holly to maintain immediate foreground vista. | 1 | y | y | | | | | | | | y | y | y | 2021/22 | C/G | Outcome A |
| C&E-CW195 | Area opposite Hill Garden main gate, adjacent to North End Way | Remove bramble & bracken encroaching on lily-of-the-valley & grassland | 1 | y | y | y | y | y | | | | | y | y | y | 2021/22 | C/V | Outcome A |

Conservation and Ecology - Cyclical

| Ref | Location | Description of work | Freq. | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Year | Team | Link to Management Strategy 2018 |
|-----------|---|--|-------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|---------|------|----------------------------------|
| | | | | | | | | | | | | | | | | | | |
| C&E-CW196 | Inverforth Close/Hill Garden heather site | Weed and maintain heather. Lift pines where shading gorse. | 3-4 | | | | y | y | y | y | y | y | | | | 2021 | C/V | Outcome A |
| C&E-CW197 | Inverforth Close/Hill Garden heather site | Cut perimeter of area 2-3 times to prevent bramble and scrub encroachment. | 2-3 | | | | | y | y | y | y | | | | | 2021 | C | Outcome A |
| C&E-CW198 | Drying Ground | Coppice or lift gorse growing over heather surrounding gorse patch. Weed & maintain heather on slopes | 2 | | | | y | y | y | y | y | y | | | | 2021 | C/V | Outcome A |
| C&E-CW199 | Drying Ground | Maintain open aspect under pines by bramble & scrub removal | 1 | y | y | | | | | | | | y | y | y | 2021 | C | Outcome A |
| C&E-CW200 | Drying Ground | Cut open area down to hollow to prevent scrub regrowth and establish grassland | 2-3 | | | | | y | y | y | y | | | | | 2021 | C | Outcome A |
| C&E-CW201 | Grass Square opposite Bull & Bush public house | Late cut to grass, removing cuttings. Cut away from road edge. | 1 | | | | | | | | | y | y | | | 2021 | C | Outcome A |
| C&E-CW202 | Heather adjacent to main path leading through West Heath 50m in from Dump | Control bracken on slope adjacent to area | 1 | | | | | y | y | y | | | | | | 2021 | C | Outcome A |
| C&E-CW203 | Heather adjacent to main path leading through West Heath 50m in from Dump | Weed heather 2 to 3 times yearly. | 2-3 | y | y | y | y | y | y | y | y | y | y | y | | 2021/22 | C/V | Outcome A |
| C&E-CW204 | Heather adj. main path leading through West Heath 50m in from Dump | Regular cuts of newly opened grass areas to prevent scrub encroachment. | 2-3 | | | | | y | y | y | y | | | | | 2021 | C/E | Outcome A |
| C&E-CW205 | Leg of Mutton Pond | Cut back holly & coppice/pollard selective trees from pond banks, on 4-year rotation to allow light to penetrate marginal areas. Prevent regrowth in areas of good emergent vegetation. 1 side a year. | 1 | y | y | | | | | | | | | y | y | 2021/22 | C | Outcome A |
| C&E-CW206 | Leg of Mutton Pond | Removal of tree and scrub cover shading out marginal vegetation, particularly on north side | 1 | | | y | y | y | y | | | | | | | 2021/22 | C | Outcome A |

Conservation and Ecology - Cyclical

| Ref | Location | Description of work | Freq. | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Year | Team | Link to Management Strategy 2018 |
|-----------|--|---|-------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|---------|------|----------------------------------|
| | | | | | | | | | | | | | | | | | | |
| C&E-CW207 | Main body of West Heath woodland | Develop & increase deadwood habitat piles. Place timber in bramble in shade. | 1 | y | y | | | | | | | | | y | y | 2021/22 | C | Outcome A |
| C&E-CW208 | Main body of West Heath woodland | Maintain open glades through removal of sycamores. | 1 | y | y | | | | | | | | | y | y | 2021/22 | C | Outcome A |
| C&E-CW209 | Main body of West Heath woodland | Manage glade within woodland adjacent to Platts lane. | 1 | y | y | | | | | | | | y | y | y | 2021/22 | C | Outcome A |
| C&E-CW210 | West Heath meadow | Late cut to lower part of meadow, leaving refuges. | 1 | | | | | | | y | y | y | | | | 2021/22 | C | Outcome A |
| C&E-CW211 | West Heath valley mire (West Heath bog) | Try to expand sphagnum through pool re-creation & translocation. | 1 | y | y | y | y | y | y | y | y | y | y | y | y | 2021/22 | C | Outcome A |
| C&E-CW212 | West Heath valley mire (West Heath bog) | Maintain low herbage through regular cutting. Monitor for development of sphagnum. | 3-4 | | | | y | y | y | y | y | | | | | 2021 | C/V | Outcome A |
| C&E-CW213 | West Heath valley mire (West Heath bog) | Continue to cut of area between West Heath meadow & bog through removal of scrub & selective lifting & thinning of trees. This will increase area of acid-loving flora such as tormentil. | 1 | y | y | | | | | | | y | y | y | y | 2021/22 | C | Outcome A |
| C&E-CW214 | West Heath valley mire (West Heath bog) | Continue to expand area around eastern seepage point towards Ironstone spring to encourage mire vegetation. | 1 | y | y | | | | | | | | y | y | y | 2021/22 | C | Outcome A |
| C&E-CW215 | West Heath valley mire (West Heath bog) | Reduce and restrict desire lines through mire area to reduce sphagnum damage. | 1 | y | y | y | y | y | y | y | y | y | y | y | y | 2021/22 | C | Outcome A |
| C&E-CW216 | Whitestone Pond | Maintain pond to specification outlined by City Surveyors. Cut reeds overhanging path in summer. | 1 | y | y | y | y | y | y | y | y | y | y | y | y | 2021/22 | C | Outcome A |
| C&E-CW217 | Whitestone Pond | Cut reedbed in early spring if required. | 1 | | | y | | | | | | | | | | 2021/22 | C | Outcome A |
| C&E-CW218 | Lower corner West Heath road/ Branch Hill junction | Maintain sightlines for traffic on lower bend. | 1-2 | | | | y | y | y | y | y | y | y | y | y | 2021/22 | C | Outcome A |

Conservation and Ecology - Cyclical

| Ref | Location | Description of work | Freq. | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Year | Team | Link to Management Strategy 2018 |
|-----------|---|--|-------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|---------|------|----------------------------------|
| | | | | | | | | | | | | | | | | | | |
| C&E-CW219 | Lower corner West Heath road/ Branch Hill junction | Cut back road edge from Branch Hill junction down to West Heath meadow to prevent road encroachment as required. | 1 | y | y | y | y | y | y | y | y | y | y | y | y | 2021/22 | C | Outcome A |
| C&E-CW220 | Flat area at top of Judges Hollow, close to flagstaff | Early cut; top thistle within grassland area. | 2-3 | | | | y | | | y | y | | | | | 2021 | C | Outcome A |
| C&E-CW221 | Judges Hollow | Cut low bramble patches invading grassland. | 3-4 | | | | y | y | y | y | y | | | | | 2021 | C | Outcome A |
| C&E-CW222 | Judges Hollow small wooded area & steep slope | Late annual cut to half slope. | 1 | | | | | | | | | y | y | | | 2021 | C | Outcome A |
| C&E-CW223 | Judges Hollow small wooded area & steep slope | An isolated & expanding area of thistle & nettle on edges of bank needs regular cut to prevent expansion into acid grassland | 3 | | | | y | y | y | y | y | | | | | 2021 | C | Outcome A |
| C&E-CW224 | Judges Hollow lower section & gentle slope | Selective cut during May & July to reduce aggressive coarse grasses. | 2 | | | | | y | | y | | | | | | 2021 | C | Outcome A |
| C&E-CW225 | Judges Hollow lower section & gentle slope | Remove bramble & seedling trees encroaching on all open areas | 1 | y | y | y | y | y | y | y | y | y | y | y | | 2021/22 | C | Outcome A |
| C&E-CW226 | Judges Hollow lime & chestnut avenue | Late cut of grass next to houses. | 1 | | | | | | | | | y | y | | | 2021 | C | Outcome A |
| C&E-CW227 | Judges Hollow | Continue to liaise with Redington Froggnal Neighbourhood Forum about possible restoration of Branch Hill pond. | 4-5 | y | y | y | y | y | y | y | y | y | y | y | | 2021/22 | C/E | Outcome A |
| C&E-CW228 | Sandy Heath general | Develop and implement plans to improve the understorey and ground flora in areas affected by off-route cycling. | 1-12 | y | y | y | y | y | y | y | y | y | y | y | | 2021/22 | C/E | Outcome A |
| C&E-CW229 | Sandy Road | Continue cutting 2 coupes/year along ride in 5-year rotation. Sections 2a + 5b in 2021/22. See map. | 1 | y | y | | | | | | | | | y | y | 2021/22 | C/V | Outcome A |
| C&E-CW230 | Sandy Road | Cut scalloped 2-5m strip along path edge during July. | 1 | | | | | | | y | | | | | | 2021 | C | Outcome A |
| C&E-CW231 | Cooling Track | Monitor & remove tree seedlings along 'Saxon' ditch as necessary. | 1 | y | y | | | | | | | | | y | y | 2021/22 | C | Outcome A |

Conservation and Ecology - Cyclical

| Ref | Location | Description of work | Freq. | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Year | Team | Link to Management Strategy 2018 |
|-----------|---|--|-------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|---------|------|----------------------------------|
| | | | | | | | | | | | | | | | | | | |
| C&E-CW232 | Cooling Track | Glade opposite Extension top locking bar: late cut at end of season. | 1 | | | | | | | | | y | | | | 2021 | C | Outcome A |
| C&E-CW233 | Cooling Track | Continue holly thinning behind cooling track to encourage bluebells and other ground flora to develop. | 1 | y | y | | | | | | | | y | y | y | 2021/22 | C | Outcome A |
| C&E-CW234 | Old Sand Pit, behind Heath House | Remove seedling sycamores. | 1 | y | y | | | | | | | | y | y | | 2021/22 | C | Outcome A |
| C&E-CW235 | Woodland next path & horse chestnut avenue, south of end of North End | Late cut to the Lily of the Valley area to remove bramble & ivy encroachment. | 1 | | | | | | | | y | y | y | y | | 2021 | C | Outcome A |
| C&E-CW236 | Sandy Heath ponds | Selectively coppice or remove tree/gorse and scrub cover from the edge of pond No.4 to prevent shading and establishment of large trees. | 1 | y | y | | | | | | | | y | y | | 2021/22 | C | Outcome A |
| C&E-CW237 | Sandy Heath ponds | Remove selected emergent vegetation + sediment to prevent succession & maintain area of open water. | 1 | y | y | | | | | | y | y | y | y | y | 2021/22 | C | Outcome A |
| C&E-CW238 | Sandy Heath ponds | Regular cut of grass adjacent pond 4 to establish & maintain acid grassland. | 3 | | | | y | y | y | y | y | | | | | 2021 | C | Outcome A |
| C&E-CW239 | Sandy Heath grassland | Remove bramble developing in acid grassland. | 1 | y | y | | | | | | | | | y | y | 2021/22 | C | Outcome A |
| C&E-CW240 | Sandy Heath grassland | Remove turkey oaks from selected areas to increase the extent of acid grassland. | 1-5 | y | y | | | | | | | | y | y | y | 2021/22 | C | Outcome A |
| C&E-CW241 | Pitt's Garden | Weed & maintain heather plantings. Remove pine tree seedlings & saplings. Remove willow saplings. | 3 | y | y | y | y | y | y | y | y | y | y | y | y | 2021/22 | C/V | Outcome A |
| C&E-CW242 | Pitt's Garden | Keep bramble controlled in areas of gorse. | 1 | y | y | | | | | | | | y | y | y | 2021/22 | C | Outcome A |
| C&E-CW243 | Pitt's Garden | High cut of northern heather section to maintain as low heath and prevent scrub encroachment. | 1-2 | | | | | | | | y | y | y | | | 2021 | C | Outcome A |
| C&E-CW244 | Pitt's Garden | Cut around heather sections to prevent scrub encroachment. | 2-3 | | | | y | y | y | y | y | | | | | 2021 | C | Outcome A |
| C&E-CW245 | Pitt's Garden | Keep listed wall adjacent to North End clear of vegetation. | 1 | | | | y | y | y | y | | | | | | 2021 | C | Outcome A |
| C&E-CW246 | Pitt's Garden | Remove some bramble & buddleia & coppice gorse along top of crib wall bank. | 1 | y | y | | | | | | | | y | y | | 2021/22 | C | Outcome A |
| C&E-CW247 | Pitt's Garden | Maintain margins as grassland & prevent scrub encroachment on path by fence adjoining North End Way. | 2 | | | | y | y | y | y | y | | | | | 2021 | C | Outcome A |

Conservation and Ecology - Cyclical

| Ref | Location | Description of work | Freq. | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Year | Team | Link to Management Strategy 2018 |
|-----------|---------------------------|--|-------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|---------|------|----------------------------------|
| | | | | | | | | | | | | | | | | | | |
| C&E-CW248 | Pitt's Garden | Remove Rhododendron growing to the north of the wall. | 1 | y | y | | | | | | | | y | y | y | 2021/22 | C | Outcome A |
| C&E-CW249 | Paddock | Grub tree seedlings & bramble as necessary. | 1 | y | y | y | y | y | y | y | y | y | y | y | y | 2021/22 | C | Outcome A |
| C&E-CW250 | Paddock | Reduce thistles. | 2 | | | | | y | y | y | | | | | | 2021 | C | Outcome A |
| C&E-CW251 | Paddock | Early spring cut to 80% of meadow, leaving refuges, & repeat cut in summer, to encourage scabious | 2 | | | | y | y | y | | | | | | | 2021 | C | Outcome A |
| C&E-CW252 | Large (Summer) Meadow | Remove non-native tree seedlings in peripheral areas of meadow. | 1 | y | y | | | | | | | | y | y | | 2021/22 | C | Outcome A |
| C&E-CW253 | Large (Summer) Meadow | Early spring cut (around March) to allow invertebrates to overwinter in dead stems. | 1 | | | y | | | | | | | | | | 2021/22 | C | Outcome A |
| C&E-CW254 | Large (Summer) Meadow | Cut back bramble edge on south side by 1-3m to maintain fringe but preventing meadow encroachment. | 1 | y | y | | | | | | | | y | y | y | 2021/22 | C | Outcome A |
| C&E-CW255 | Large (Summer) Meadow | Continue to remove saplings coming up through gorse. | 1 | y | y | | | | | | | | y | y | | 2021/22 | C | Outcome A |
| C&E-CW256 | Sandy Gorse patch | Coppice/expand gorse on a 12 year rotation. Section 9 in 2020/21. Grub out seedling trees and remove bramble. Plant up any bare/dead patches with potted gorse. | 1 | y | y | | | | | | | | y | y | | 2021/22 | C | Outcome A |
| C&E-CW257 | Sandy Gorse patch | Follow up management of recently coppiced area of gorse. Revisit section to remove any returning scrub or bramble growth. Section 8 2021/22 Replant any failed gorse. | 1 | y | y | | | | | | | | y | y | y | 2021/22 | C | Outcome A |
| C&E-CW258 | Sandy Gorse patch | Control bracken. | 1 | | | | y | y | y | | | | | | | 2021 | C | Outcome A |
| C&E-CW259 | Wyldes farm access road | Selectively thin trees growing into road. | 1 | y | y | | | | | | | | y | y | | 2021/22 | C | Outcome A |
| C&E-CW260 | Woodland near Wyldes Farm | Restore tumulus above Wyldes Farm. | 1 | y | y | | | | | | | | y | y | y | 2021/22 | C/E | Outcome A |
| C&E-CW261 | Unwins Hill | Remove lower growing hollies and limbs to maintain immediate vista. | 1 | y | y | | | | | | | | y | y | y | 2021/22 | C | Outcome A |
| C&E-CW262 | Heathwide | Implement 2nd heathwide mammal camera survey in partnership with ZSL and Heath Hands. | 2-4 | | | | y | y | y | y | y | | | | | 2021 | E/V | Outcomes A + D |
| C&E-CW263 | Heathwide | Implement survey of ant-hills across Hampstead Heath in conjunction with LNHS and Heath Hands. | 1-12 | y | y | y | y | y | y | y | y | y | y | y | y | 2021/22 | E/V | Outcomes A + D |
| C&E-CW264 | Heathwide | Build and carry out monitoring of hedgehog boxes in conjunction with Heath Hands volunteers. | 1-12 | y | y | y | y | y | y | y | y | y | y | y | y | 2021/22 | E/V | Outcomes A + D |

Conservation and Ecology - Cyclical

| Ref | Location | Description of work | Freq. | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Year | Team | Link to Management Strategy 2018 |
|-----------|---------------------------------|---|-------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|---------|----------|----------------------------------|
| | | | | | | | | | | | | | | | | | | |
| C&E-CW265 | Heathwide | Sow common spotted orchid spores into suitable edge/open habitats, map positions and monitor success. | 1-5 | | | | | | y | y | y | y | y | | | 2021/22 | E/C/V | Outcome A |
| C&E-CW266 | Postcard Project | Continue to develop interactive map for external viewing of the Heaths donated collection of old postcards. | 1-12 | y | y | y | y | y | y | y | y | y | y | y | y | 2021/22 | E/V | Outcome A |
| C&E-CW267 | Ponds management plan | Continue to develop and begin to implement the Ponds Management plan for the Heath's dealing with management of issues such as access and sediment. | 1-12 | y | y | y | y | y | y | y | y | y | y | y | y | 2021/22 | E/Con/SM | Outcome A |
| C&E-CW268 | Wildlife recording | Collation and transfer of Heath wildlife records to the London records centre (GIGL). | 1-12 | y | y | y | y | y | y | y | y | y | y | y | y | 2021/22 | E | Outcome A |
| C&E-CW269 | University College London (UCL) | Continue to work in partnership with UCL to assist student projects in heritage and sustainability. | 1-12 | y | y | y | y | y | y | y | y | y | y | y | y | 2021/22 | E/SM | Outcomes A + D |

| KEY | |
|------------|--|
| | New Ground Restoration projects for 2021-22. |
| | New projects for 2021-22. |
| | Ground Restoration Projects. |
| Arb | Arb Team. |
| C | Conservation Team. |
| E | Ecologist. |
| SM | Highgate Wood, Trees and Sustainability Manager. |
| V | Volunteers. |
| R | Ranger Team. |

Agenda Item 7

| | |
|---|--------------------------------|
| Committee(s) | Dated: |
| Hampstead Heath Sports Advisory Forum | 19 January 2021 |
| Hampstead Heath Consultative Committee | 25 January 2021 |
| Highgate Wood Consultative Group (by email) | 25 January 2021 |
| Queen's Park Consultative Group (by email) | 25 January 2021 |
| Subject: Fees and Charges 2021-22 & 2022-23 | Public |
| Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly? | 2, 3, 4, 5, 11 & 12 |
| Does this proposal require extra revenue and/or capital spending? | N |
| If so, how much? | |
| What is the source of Funding? | |
| Has this Funding Source been agreed with the Chamberlain's Department? | |
| Report of: Director of Open Spaces | For Discussion |
| Report author: Superintendent of Hampstead Heath, Open Spaces Department | |

Summary

This report sets out the proposed fees and charges for a range of sports and services provided at Hampstead Heath, Highgate Wood & Queen's Park for 2021-22. In addition, the report sets out the proposed fees and charges for Weddings and Civil Ceremonies for 2022-23.

It is proposed that the majority of charges are increased by 1.3%, in line with the Retail Price Index figure (November 2020), or increased to align with relevant benchmarks, or to reflect the direct cost to the charity for providing the activity or service, as set out in appendix 1.

Recommendations

It is recommended that:

- The Hampstead Heath Consultative Committee, Highgate Wood Consultative Group and Queen's Park Consultative Group discuss the proposed fees and charges for 2021-22 and 2022-23, as set out in Appendix 1 of this report.

- 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 meeting on 24 February 2021.

Main Report

Background

1. Charges for a wide range of services, recreation and sporting activities provided in all the City of London Corporation's Open Spaces are reviewed annually, to ensure that prices and ticket options are relevant and appropriate.
2. The income generated from fees and charges contribute towards the cost of providing sports and recreational facilities across Hampstead Heath, Highgate Wood and Queen's Park.
3. Sports fees and charges are not based on full cost recovery and are significantly subsidised by the Charities to promote participation in formal and informal recreation to support health and well-being.

Current Position

4. The Hampstead Heath Sports Advisory Forum are being consulted on the proposed sports charges for 2021-22, and a summary of their feedback will be shared with Members.
5. COVID-19 has significantly impacted on the income for 2020-21. In addition, there have been increased costs associated with making sites and facilities Covid Secure. The series of National Lockdowns and the introduction of the Tier system have all impacted on events and sporting activities since March 2020. Car Parking and Wedding and Civil Ceremony income has also been impacted.
6. The Hampstead Heath Charity has incurred additional expenditure to provide overnight security at the Bathing Ponds to prevent misuse of facilities and unauthorised bathing.
7. Since 2 May 2020 applied charges for the Bathing Ponds have been in place. Contactless payment and the wristband season tickets were launched at the Bathing Ponds and Lido on the 21 September 2020.

Proposed Charges 2021-22

8. It is proposed that the majority of charges are increased by 1.3%, in line with the Retail Price Index figure (November 2020), or increased to align with relevant benchmarks, or to reflect the direct cost to the Charity for providing the activity or service, as set out in appendix 1.
9. A Sports Charges Benchmarking Exercise has been undertaken. A report setting out the findings of the benchmarking exercise is attached at appendix 2. The impacts of COVID-19 on other Local Authorities and Sports providers is referenced within the Benchmarking report.
10. The proposed fees and charges include concessionary rates, offering a 40% discount on the standard adult charge, except where indicated. In September 2020 Members of the Hampstead Heath, Highgate Wood & Queen's Park Committee (HHHWQPC) agreed to extend concessions to those on PIP and Universal Credit. Following the Benchmarking Review (appendix 2), it is proposed to add Housing Benefit to the Concession Rate Criteria.
11. The proposed fees and charges have not been rounded due to the majority of payments being made via card or contactless payment. Exceptions are outlined in appendix 1.
12. Due to COVID-19 and the requirement to introduce online booking it is proposed to offer Junior swimming session tickets, which reflect a 70% discount on the adult rate. This is to account for Family Tickets not being available via the online booking arrangements.
13. It is proposed that the Sauna Season and day tickets are suspended for 2021-22 due to the likely on-going impacts of COVID-19.
14. Following local benchmarking we are proposing to increase car parking charges by 12.5% for 0-2 hours & 2-4 hours, and by 9.58% for the additional hours. However, taking account of these increases, the car parks across Hampstead Heath are still notably less expensive than local comparators. The additional hours charge is set to discourage commuter parking to ensure the parking facilities are available for Heath visitors. A phased approach to increase car parking charges was agreed by Members of the HHHWQPC in November 2019.
15. Charges for weddings and civil ceremonies have been adjusted to incorporate the service charge for post ceremony drinks. All couples take this option and therefore it is proposed to incorporate this service into the venue hire price and provide an

inclusive hire rate. These charges have been rounded to the nearest £, as set out in appendix 1.

Licenses

16. New charges have been added for Forest School Licenses and Professional Dog Walking Licenses.
17. At Highgate Wood, an additional weekly charge for storage has been proposed for Forest Schools.
18. The application fees for Events have been held at £25 for Community Events and £50 for Commercial Events.

Corporate & Strategic Implications

Strategic Implications

19. The proposed fees and charges directly support the Hampstead Heath Management Strategy 2018-2028 Strategic Outcomes A: The Heath is maintained as a flourishing green space and historic landscape, B: Improved quality of life for Heath visitors, C: The Heath is inclusive and welcoming to a diverse range of visitors and D: Greater number of and diversity of People taking care of the Heath.
20. This also 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).
21. The proposed fees and charges support the three objectives and outcomes set out in the Open Spaces Business Plan 2021-22 (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 Implications

22. The City's Financial Regulations require all Departments to recover full costs when setting charges to persons or external organisations or submit reasons to the appropriate service Committee when that objective is not met. It is therefore at the discretion of individual spending Committees to determine the actual level of fees and charges relative to the services they provide, after taking into account local considerations and priorities.
23. Officers and Members are committed to working to mitigate the impact of the COVID-19 pandemic on budgets and to ensure our finances are on a sustainable footing for the medium-term. Elected Members have also agreed a high-level

approach to setting 2021-22 budgets that will require savings of 12% corporately given the extremely challenging financial environment.

Legal Implications

24. Heath (Charity No. 803392) and Highgate Wood and Queen's Park Kilburn (Charity No. 232986) are registered charities and the City of London Corporation is the corporate trustee for both Charities. Members are reminded that any decision they take in respect of either Charity must be in the best interests of that Charity.

Risk Implications

25. The projected income for 2021-22 could be further impacted by COVID-19, as recorded in the Departmental Risk Register.

Equality Implications

26. A Test of Relevance has been completed in relation to the proposed fees and charges. A full Equality Analysis is not recommended.

Climate Implications

27. The City of London Corporation has a newly adopted Climate Action Strategy which seeks to achieve Net 0 by 2040. There will be a range of measures implemented to realise this including increasing carbon sequestration and storage across the Open Spaces alongside biodiversity enhancement and resilience measures.
28. Site Specific Event's Policies for Hampstead Heath, Highgate Wood & Queen's Park set out requirements for event organisers and encourage events to be environmentally sustainable.

Conclusion

29. Hampstead Heath, Highgate Wood and Queen's Park continue to provide excellent value for money sports and recreational opportunities. The income generated through fees and charges contributes towards the cost of providing sports and recreational facilities and maintaining Hampstead Heath, Highgate Wood and Queen's Park.
30. It is proposed that the majority of charges are increased by 1.3%, in line with the Retail Price Index figure (November 2020), or increased to align with relevant benchmarks, or to reflect the direct cost to the Charities for providing the activity or service, as set out in appendix 1.

Appendices

- Appendix 1 – Proposed Fees and Charges for 2021-22 & 2022-23.
- Appendix 2 – Benchmarking report.

Contact

Bob Warnock - Open Spaces Department

T: 020 7332 3322

E: bob.warnock@cityoflondon.gov.uk

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

The proposed charges will operate from 1 April 2021 and include VAT at 20%, except where stated.

NOTES

1. The fees and charges have been increased by 1.3%, except where stated. Fees and charges have not been rounded due to the majority of payments being made via card or contactless payment. Weddings and Civil Ceremony charges have been rounded up to the nearest £ to assist with promotion.
2. Concession and Junior charges reflect a 40% discount on the adult ticket prices, except:
 - Junior Lido swimming session tickets, which reflect a 70% discount on the adult rate. This is to account for Family Tickets not being available at the Lido due to the COVID-19 online booking arrangements.
 - Junior tennis coaching reflects a 20% discount on the price of adult coaching, to account for increasing coaching staff costs.
 - Highgate Wood Metro Blind Cricket Team Support Scheme allows a 50% discount on the changing room hire charge to support the Team developing blind cricket.

The Concession criteria to be extended to include Housing benefit

3. (*3) Car Parking fees for 0-2 and 2-4 hours have been increased by 12.5% and the fee for additional hours over 4 hours has been increased by 9.58%. This forms part of a two year phased uplift that was agreed last year. These fees have been benchmarked and are lower than other local providers.
4. (*4) The Event application fees have been held at £25 for Community Events and £50 for Commercial Events.
5. (*5) The Profession Dog Walking License charge has been benchmarked with The Royal Parks. A pro-rata rate will be available as part of the application process.
6. Annual License arrangements are in place with the Parliament Hill Bowls Club and Hampstead Heath Croquet Club.
7. (*7) The Lido 3 hour session ticket. The implementation of this ticket is subject to relaxation of Social Distancing and further Government Guidance.
8. (*8) Weddings and Civil Ceremonies - The Table Service Charge has been incorporated into the venue hire rates for 2022-23, to create an inclusive hire rate.

Summary of the proposed changes

Athletics Track

- Day Tickets - Update to reflect 1 hour time limited sessions linked to the online booking arrangements. Increase by inflation.
- Season Tickets - Increase by inflation for 2021-22 and phased increase to align with Benchmark during 2022-24.
- Retain the 30% further discount for affiliated Clubs who form part of the Track Forum.
- Meeting Hire - Increase by inflation for 2021-22 and phased increase to align with Benchmark during 2022-24.
- Club Training Hire - Increase by inflation.
- Schools Hire - Increase by inflation and retain 40% concession based on the Meeting Hire rates.

Cricket

- Match Pitch Hire - Increase by inflation. Reduce the Junior rate to reflect the 40% concession discount.
- Nets - Increase by inflation.
- Changing Room Hire - Increase above inflation due to additional staff cleaning costs.

Football

- Match Pitch Hire - Increase by inflation.
- Changing Room Hire - Increase above inflation due to additional staff cleaning costs.

Rugby

- Match Pitch Hire - Increase by inflation.
- Changing Room Hire - Increase above inflation due to additional staff cleaning costs.

Softball/Rounders

- Reserved Pitch - Phased Increase above inflation to align with Benchmark (£69).

Petanque

- Hourly Rink Hire (per person) - Increase by inflation.

Bowls

- Public Pay and Play rink hourly charge - Increase above inflation to align with Croquet.
- Establishing a concession based on 40% discount of the adult rate.

Croquet

- Public Pay and Play hourly charge - Increase by inflation.
- Establishing a concession based on 40% discount of the adult rate.

Pitch & Putt

- Increase by inflation.

Swimming

- Lido Session Ticket - Increase by inflation, retain 40% concession and retain an additional Junior Concession due to no family ticket being available during session swimming.
- Lido 3 hour session ticket – Retain the 2020/21 Lido day ticket price and increase by inflation. The implementation of this ticket is subject to relaxation of Social Distancing control measures, as out in Government Guidance.
- Sauna Session Ticket - Suspended for 2021/22
- Sauna Season Ticket - Suspended for 2021/22
- Lido Season Tickets - Increase by inflation.
- All Facilitates Season Tickets - Increase by inflation.
- Bathing Ponds Session Ticket - Increase by inflation.
- Bathing Ponds Season Tickets - Increase adult charge by inflation and increase concession charge to align with 40% discount on the adult rate.

Tennis

- Annual Registration Fee - Increase by inflation.
- Hourly Court Hire - Increase by inflation.
- Coaching - Increase by inflation.

Car Parking

- Increase above inflation by 12.5% for 0-2 and 2-4 hour charges and 9.58% for additional hours.

Meeting Room Hire

- Increase by inflation.
- Add charge to cover additional COVID related cleaning costs.

Compounds

- Increase above inflation (10%).

Weddings & Civil Ceremonies

- Incorporate table service charge into venue hire fee and increase in line with inflation.

| PARLIAMENT HILL ATHLETICS TRACK | Charges 1/4/2020 | Proposed Charges 1/4/2021 (+1.3%) |
|---|-------------------------|--|
| Meetings – Full Day Hire, Mon-Fri (excluding Bank Holidays) | £263.50 | £266.92 |
| Meetings – AM or PM Hire, Mon-Fri (excluding Bank Holidays) | £132.50 | £134.22 |
| Meetings – Full Day Hire, Weekends & Bank Holidays | £328.50 | £332.77 |
| Meetings – AM or PM Hire, Weekends & Bank Holidays | £164.00 | £166.12 |
| Club Booking – Hourly Hire, Mon-Fri (excluding Bank Holidays) | £23.77 | £24.07 |
| School Use – Full Day Hire, Mon-Fri (excluding Bank Holidays) | £158.00 | £160.15 |
| School Use – AM or PM Hire, Mon-Fri (excluding Bank Holidays) | £79.00 | £80.53 |
| Corporate Event Hire | Price on Application | Price on Application |
| Hourly Session Ticket - Adult | £4.50 | £4.55 |
| Hourly Session Ticket - Concession | £3.00 | £2.73 |
| 12 Month Season Ticket - Adult | £79.00 | £80.02 |
| 12 Month Season Ticket - Concession | £47.50 | £48.01 |
| 12 Month Season Ticket - Adult (Club Rate) | £55.30 | £56.01 |
| 12 Month Season Ticket - Concession (Club Rate) | £33.25 | £33.60 |
| 1 Month Season Ticket - Adult | £22.50 | £22.79 |
| 1 Month Season Ticket - Concession | £13.50 | £13.67 |

| CRICKET | Charges 1/4/2020 | Proposed Charges 1/4/2021 (+1.3%) |
|---|------------------|-----------------------------------|
| Reserved Match Pitch, Heath Extension (Mon-Sun), Parliament Hill (Mon-Fri) & Highgate Wood (Weekends) | £96.00 | £97.24 |
| Reserved Match Pitch, Parliament Hill (Weekends) | £105.00 | £106.36 |
| Junior Pitch, Heath Extension (Mon-Sun) & Parliament Hill (Mon-Fri) | £63.00 | £58.34 |
| Cricket Net Hourly Hire | £8.00 | £8.10 |
| Private Changing Room Hire | £46.00 | £56.00 |
| Private Changing Room Key Deposit | £25.00 | £25.00 |

| FOOTBALL | Charges 1/4/2020 | Proposed Charges 1/4/2021 (+1.3%) |
|-----------------------------------|---------------------|-----------------------------------|
| Reserved Match Pitch | £90.00 | £91.17 |
| Junior Reserved Match Pitch | £54.00 | £54.70 |
| School Session Hire | £54.00 | £54.70 |
| Private Changing Room Hire | £46.00 | £56.00 |
| Private Changing Room Key Deposit | £25.00 | £25.00 |
| Goal Net Hire | £15.00 | £15.19 |
| Goal Net Damage Charge | Cost +20% admin fee | Cost +20% admin fee |

| RUGBY | Charges 1/4/2020 | Proposed Charges 1/4/2021 (+1.3%) |
|-------------------------------------|------------------|-----------------------------------|
| Reserved Match Pitch (1PM Kick Off) | £90.00 | £91.17 |
| Junior Reserved Match Pitch | £54.00 | £54.70 |
| School Session Hire | £54.00 | £54.70 |
| Private Changing Room Hire | £46.00 | £56.00 |
| Private Changing Room Key Deposit | £25.00 | £25.00 |

| SOFTBALL/ROUNDERS | Charges 1/4/2020 | Proposed Charges 1/4/2021 (Benchmark) |
|--------------------------|------------------|---------------------------------------|
| Reserved Match Pitch | £56.50 | £69.00 |

| PETANQUE | Charges 1/4/2020 | Proposed Charges 1/4/2021 (+1.3%) |
|---------------------|------------------|-----------------------------------|
| Hourly Rink Hire | £4.00 | £4.05 |
| Boules Hire Deposit | £20.00 | £20.00 |

| BOWLS | Charges 1/4/2020 | Proposed Charges 1/4/2021 (Benchmark) |
|--------------------------|------------------|---------------------------------------|
| Hourly Hire - Adult | £4.00 | £8.61 |
| Hourly Hire - Concession | - | £5.16 |
| Bowls Hire Deposit | £20.00 | £20.00 |

| CROQUET | Charges 1/4/2020 | Proposed Charges 1/4/2021 (+1.3%) |
|--------------------------|------------------|-----------------------------------|
| Hourly Hire - Adult | £8.50 | £8.61 |
| Hourly Hire - Concession | - | £5.16 |

| PITCH & PUTT | Charges 1/4/2020 | Proposed Charges 1/4/2021 (+1.3%) |
|-------------------------|------------------|-----------------------------------|
| One Round - Adult | £6.00 | £6.07 |
| One Round - Concession | £3.50 | £3.64 |

| SWIMMING – LIDO | Charges 1/4/2020 | Proposed Charges 1/4/2021 (+1.3%) |
|--|-------------------------|--|
| Lido Early Morning/Evening/Winter - Adult | £4.00 | Not available during 2021/22 due to Covid-19. |
| Lido Early Morning/Evening/Winter - Concession | £2.50 | |
| Lido Day Ticket - Adult | £7.00 | |
| Lido Day Ticket - Concession | £4.50 | |
| Lido Day Family Ticket (2 adults & 2 children) | £19.00 | |
| Lido Day Adult & Child Ticket | £10.00 | |
| Lido 1 Hour Session - Adult | £4.00 | £4.05 |
| Lido 1 Hour Session - Concession | £2.40 | £2.43 |
| Lido 1 Hour Session - Junior | £1.20 | £1.21 |
| Lido 3 Hour Session* ⁷ - Adult | - | £7.09 |
| Lido 3 Hour Session* ⁷ - Concession | - | £4.25 |
| Lido 3 Hour Session* ⁷ - Junior | - | £2.12 |
| Lido 1 Month Season Ticket - Adult | £48.00 | £48.62 |
| Lido 1 Month Season Ticket - Concession | £29.00 | £29.17 |
| Lido 6 Month Season Ticket - Adult | £136.00 | £137.76 |
| Lido 6 Month Season Ticket - Concession | £82.00 | £82.65 |
| Lido 12 Month Season Ticket - Adult | £200.00 | £202.60 |
| Lido 12 Month Season Ticket - Concession | £120.00 | £121.56 |
| Lido Sauna Session Ticket | £3.00 | Not available during 2021/22 due to Covid-19. |
| Lido Sauna Season Ticket | £63.50 | |

| SWIMMING - LIDO & BATHING PONDS | Charges 1/4/2020 | Proposed Charges 1/4/2021 (+1.3%) |
|--|------------------|-----------------------------------|
| Lido & Bathing Ponds 6 Month Season Ticket – Adult | £154.00 | £156.00 |
| Lido & Bathing Ponds 6 Month Season Ticket - Concession | £92.00 | £93.60 |
| Lido & Bathing Ponds 12 Month Season Ticket - Adult | £222.00 | £224.88 |
| Lido & Bathing Ponds 12 Month Season Ticket - Concession | £133.00 | £134.92 |
| Lido & Bathing Ponds 6 Month Season Ticket (Free Morning Swim before 9.30AM - U16's) | £0 | £0 |
| Lido & Bathing Ponds Season Ticket (Free Morning Swim before 9.30AM - Over 60's) | £0 | £0 |

| SWIMMING - BATHING PONDS | Charges 1/4/2020 | Proposed Charges 1/4/2021 (+1.3%) |
|---|------------------|-----------------------------------|
| Bathing Pond Session - Adult | £4.00 | £4.05 |
| Bathing Pond Session - Concession | £2.40 | £2.43 |
| Bathing Ponds 6 Month Season Ticket - Adult | £66.00 | £66.85 |
| Bathing Ponds 6 Month Season Ticket - Concession | £33.00 | £40.11 |
| Bathing Ponds 12 Month Season Ticket - Adult | £125.00 | £126.62 |
| Bathing Ponds 12 Month Season Ticket - Concession | £66.00 | £75.97 |

| TENNIS | Charges 1/4/2020 | Proposed Charges 1/4/2021 (+1.3%) |
|---|------------------|-----------------------------------|
| Annual Membership | £29.75 | £30.13 |
| Pay & Play Membership | £0 | £0 |
| Hourly Court Hire - Adult | £9.25 | £9.37 |
| Hourly Court Hire - Concession | £5.55 | £5.62 |
| Junior Group Coaching – Beginners/Improvers 5x 1 hour weekly lessons | £47.50 | £48.21 |
| Group Coaching – Beginners/Improvers 5x 1 hour weekly lessons | £59.50 | £60.27 |
| Group Coaching – Beginners/Improvers 5x 1.5 hour weekly lessons | £89.25 | £90.41 |
| Group Coaching – Beginners/Improvers 5x 2 hour weekly lessons | £119.00 | £120.54 |

| CAR PARKING | Charges 1/4/2020 | Proposed Charges 1/4/2021 (+9.58%-12.5%) |
|--|------------------|--|
| 0-2 hours ^{*3} | £4.00 | £4.50 |
| 2-4 hours ^{*3} | £8.00 | £9.00 |
| Additional hourly charge above 4 hours ^{*3} | £7.30 | £8.00 |

| TRADITIONAL FAIRS | Charges 1/4/2020 | Proposed Charges 1/4/2021 (+1.3%) |
|--------------------------|------------------|-----------------------------------|
| Pitch hire fee | 2.6% increase | 1.3% increase |

| WALKS | Charges 1/4/2020 | Proposed Charges 1/4/2021 (+1.3%) |
|----------------------|------------------|-----------------------------------|
| Bat Walk | £7.00 | £7.09 |
| Staff Led Group Walk | £7.00 | £7.09 |

| LICENSES | Charges 1/4/2020 | Proposed Charges 1/4/2021 (*+1.3%) |
|---|-----------------------|---------------------------------------|
| Angling | £10.00 | £10.13* |
| Professional Dog Walking License ⁵ | - | £300.00 |
| Replacement Dog Walking License ID | - | £20.00 |
| Forest Schools | 5% of advertised fees | 5% of advertised fees |

| BANDSTAND HIRE | Charges 1/4/2020 | Proposed Charges 1/4/2021 (+1.3%) |
|--|------------------|--------------------------------------|
| Queen's Park, 3 hour hire (including tables & chairs) | £72.00 | £72.93 |
| Queen's Park, 3 hour hire | £61.50 | £62.29 |
| Parliament Hill, 3 hour hire | £61.50 | £62.29 |
| Golders Hill Park, 3 hour hire | £61.50 | £62.29 |

| HOURLY ROOM HIRE | Charges 1/4/2020 | Proposed Charges 1/4/2021 (+1.3%) |
|---|------------------|--------------------------------------|
| Parliament Hill Meeting Room | £30.00 | £30.39 |
| Parliament Hill Bowls Pavilion Meeting Room | £30.00 | £30.39 |
| Hampstead Heath Extension Meeting Room | £20.00 | £20.26 |
| Queen's Park Meeting Room | £20.00 | £20.26 |
| Cleaning Charge | - | £10.00 |

| COMPOUNDS | Charges 1/4/2020 | Proposed Charges 1/4/2021 (+10%) |
|--|--|--|
| Daily Charge for the siting of skips or scaffolding withing a fenced area. | 0.52 per M ² (Minimum daily charge £67.00) | 0.57 per M ² (Minimum daily charge £73.70) |
| Weekly Forest School Storage Charge (Highgate Wood) | Price on application | Price on application |

| MEMORIAL BENCHES & PLAQUES | Charges 1/4/2020 | Proposed Charges 1/4/2021 (+1.3%) |
|---|----------------------|-----------------------------------|
| Engraved Bench (Hampstead Heath & Queen's Park) | £2,565.00 | £2,598.34 |
| Engraved Bench (Pergola & Hill Garden) | £4,617.00 | £4,677.02 |
| Engraved Plaque (Highgate Wood) | Price on Application | Price on Application |

| EVENTS | Charges 1/4/2020 | Proposed Charges 1/4/2021 (+1.3%) |
|---|----------------------|-----------------------------------|
| Application Fee - Community Events* ⁴ | £25.00 | £25.00 |
| Application Fee - Commercial Events* ⁴ | £50.00 | £50.00 |
| Electricity - Daily connection charge | £51.50 | £52.16 |
| Electricity - Unit Charge | Unit charge | Unit charge |
| Water - Daily connection charge | £51.50 | £52.16 |
| Water - Unit Charge | Unit charge | Unit charge |
| Waste & Recycling - Hourly collection cost | £51.50 | £52.16 |
| Waste & Recycling - Disposal cost | £154 per ton | £156 per ton |
| Event Ground Hire Charge | Price on Application | Price on Application |
| Event Ground Hire Restoration Charge | Price on Application | Price on Application |
| Event Environmental Impact Charge | Price on Application | Price on Application |
| Hourly Staff Charge | - | Price on Application |

| FILMING & PHOTOGRAPHY | Charges 1/4/2020 | Proposed Charges 1/4/2021 |
|----------------------------------|----------------------|---------------------------|
| Filming | Price on application | Price on application |
| Photography | Price on Application | Price on Application |

| WEDDINGS & CIVIL CEREMONIES | Charges 1/4/2021 | Proposed Charges 1/4/2022 (+1.3%) |
|--|-------------------------|--|
| Hill Garden Shelter - Mon-Thu | £2,724.00 | £2,931.00*1&8 |
| Hill Garden Shelter - Friday | £3,293.50 | £3,508.00*1&8 |
| Hill Garden Shelter - Weekend | £3,858.00 | £4,080.00*1&8 |
| Pergola - Mon-Thu | £2,498.00 | £2,702.00*1&8 |
| Pergola - Friday | £2,724.00 | £2,931.00*1&8 |
| Pergola - Weekend | £3,068.00 | £3,281.00*1&8 |
| Queen's Park Bandstand - Mon - Fri | £1,123.50 | £1,309.00*1&8 |
| Queen's Park Bandstand - Weekends | £1,493.00 | £1,684.00*1&8 |
| Table Service Charge*8 | £169.00 | *8 |

CITY OF LONDON

Hampstead Heath, Highgate Wood and Queen's Park Sports facilities and activities - Pricing Benchmarking Report

January 2021



CONTENTS

| | |
|---|------------------------------|
| 1. Executive Summary | 3 |
| 2. Introduction | Error! Bookmark not defined. |
| 3. Benchmarking | 7 |
| 4. Sports Fees and Charges Analysis..... | 10 |
| 5. Concessionary Charging Policy | 32 |
| 6. Conclusion | 35 |
| Appendix 1 - Competitor Prices (provided as a separate excel document) | 36 |
| Appendix 2 - Third Party Providers..... | 36 |
| Appendix 3 – Archive Search using https://archive.org/web | 36 |

| | |
|--|-----|
| Table 1 – Summary of Our Price Setting Recommendations | 5 |
| Table 2 – Aims of the Report | 6 |
| Table 3 – Price Quality Framework as a Guide to Differential Pricing | 8 |
| Table 4 – Criteria Applied to Active Place Power (APP) Dataset | 9 |
| Table 5 – Athletic Meeting/Equivalent Hourly Charges | 10 |
| Table 6 – Athletics School Rates | 11 |
| Table 7 – Athletics Track Admission Charges | 12 |
| Table 8 – Season Tickets | 12 |
| Table 9 – Cricket Pitch Hire Charges | 14 |
| Table 10 – Football Pitch Hire (grass)..... | 16 |
| Table 11 – Rugby Pitch Hire | 18 |
| Table 12 – Bowls Activity Charges | 19 |
| Table 13 – Pitch and Putt Activity Charges | 21 |
| Table 14 – Lido Admission Charges | 23 |
| Table 15 – Open Water Activity Prices..... | 27 |
| Table 16 – Tennis Court Hire Prices..... | 30 |
| Table 17 – Tennis Coaching Hourly Rates..... | 311 |
| Table 18 – Categories of Concessionary Users – Neighbouring Boroughs..... | 33 |

1. Executive Summary

- 1.1. The City of London Corporation ('the City Corporation') has commissioned Max Associates to undertake a sports benchmarking exercise to inform the Division's fees and charges commencing April 2021/2022. Hampstead Heath (number 803392), Highgate Wood and Queen's Park Kilburn (number 232986) are registered charities, for which the City Corporation is the Trustee. The Hampstead Heath, Highgate Wood and Queen's Park Committee manages Hampstead Heath on behalf of the City Corporation and must take decisions in the best interests of the charity.
- 1.2. In this 2020 report we utilise Sport England Active Places Power (APP) database to refine and refresh the data from the benchmarking exercise previously undertaken by Max Associates. The APP data helps establish a new analysis of comparable facilities that are similar in facility type and are within specified travelling distances to those on offer at Hampstead Heath, Highgate Wood and Queen's Park.
- 1.3. The analysis includes a review of the recommendation outlined in the March 2020 Swimming Review and its recommendations for pricing, safety control measures and capital investment. These changes have been noted as part of the analysis of other providers identified in this report.
- 1.4. We have also taken into account the findings outlined in the 2017 Athletics Track Benchmarking exercise, and its recommendations of setting a fixed hourly charge for club use and discounted prices for track session and season ticket prices for club members. Where we have found a comparable offer, this has been included.
- 1.5. The report also includes an analysis on concessions and any schemes that we found that offer free access to specific groups. As part of the review, we consider how further refinement of the concessionary categories may help improve its effectiveness. The analysis also looks at the use of day tickets, family tickets and season tickets where identified.
- 1.6. The findings of the report include a summary table together with some key themes and recommendations that aim to help simplify the pricing structure.
- 1.7. Since the 2015 Benchmarking Exercise was undertaken the sport and activity sector has continued to adapt to changes in technology and the use of internet solutions for pitch and activity booking. Customers are increasingly accustomed to using these and for the younger age groups particularly, booking through traditional systems like phone or post are more likely to be seen as a barrier to participation.
- 1.8. This report includes more data on the extent to which booking activities online is now being used by providers either directly or through the use of third-party providers.
- 1.9. The timing of this report coincides with a challenging and wholly unexpected period brought about by the emergency restrictions imposed by the Covid-19 pandemic. Admission and activity price data normally available through Council and operator websites and booking pages has been effectively 'turned off' as the Government has restricted their use and

alternative enquiries by phone or through email have been delayed either due to staff furloughing or as facilities have not opened. This has impacted the amount of comparable data we have been able to collect.

- 1.10. The comparator tables used in the 2015 report have been re-populated with new data for 2020. The complete dataset has been provided as an Appendix to this report.
- 1.11. This period has seen extreme pressure on public and charitable sector finances with the result that all bodies providing sporting and leisure services are more seriously having to review their traditional approaches to provision as they attempt to balance revenues and costs.
- 1.12. We expect the long-term impact of the Covid-19 crisis on the public provision of sports and leisure services to reverberate for some years to come.

Table 1 – Summary of Our Price Setting Recommendations

| NORTH LONDON OPEN SPACES | No Change | Increase with inflation | Increase Above inflation | Increase/ Decrease in line with Benchmarking | Proposed Concessions | Free Access Proposals | Price Increase |
|---|-----------|-------------------------|--------------------------|--|----------------------|-----------------------|----------------|
| ATHLETICS TRACK | | | ✓ | | | | ✓ |
| CRICKET | | | ✓ | | | | ✓ |
| FOOTBALL | | | ✓ | | | | ✓ |
| RUGBY | | | ✓ | | | | ✓ |
| SOFTBALL/ ROUNDERS (HAMPSTEAD HEATH) | | | ✓ | | | | ✓ |
| BOWLS | | | ✓ | | ✓ | | ✓ |
| CROQUET (Golders Hill Park) | | ✓ | | | | | |
| PITCH & PUTT (Queen's Park) | | | ✓ | | ✓ | | ✓ |
| SWIMMING | | | | | | | |
| <i>Lido Day Ticket (Individual and Family)</i> | | ✓ | | | | | ✓ |
| <i>Season Ticket</i> | | | | ✓ | | | |
| <i>New Swim Monthly Membership</i> | | | | ✓ | | | |
| <i>Bathing Ponds Day Ticket</i> | | | ✓ | | | | |
| <i>Lido & Bathing Ponds combined Season Tickets</i> | | | | ✓ | | | ✓ |
| TENNIS | | ✓ | | | ✓ | | |
| TENNIS COACHING | | ✓ | | | | | |

Page 109

- 2.1. Max Associates was commissioned in July 2015 to carry out a fundamental review of current fees and charges and charging policy on Hampstead Heath, Highgate Wood and Queen’s Park. This 2020 report provides an update to that earlier benchmarking exercise, using the Sport England Active Places Power database to refresh the data on facility type, location and travel distance to ensure that, where practical, a like for like comparison can be made.
- 2.2. By refreshing the list of facilities and collating up to date fees and charges information for the activities available at those locations, we have been able to make recommendations for pricing.
- 2.3. Aims of the report:

Table 2 – Aims of the Report

- | |
|---|
| <ol style="list-style-type: none">a. Analyse comparators in relation to day tickets, family tickets, season tickets and pitch/court hire. For each comparator understand if online booking is utilised and who the service provider is.b. Understand the approach to concessions and any schemes to offer free access to specific group across all sports.c. Consider the options to simplify the range of ticket options for each sport. Recognising that online booking for football, rugby and cricket is being progressed for April 2021. |
|---|

2.4. Context and General Industry Observations

- 2.4.1. Continuing pressures on all public bodies and charities demand from those who are responsible for their management, a need to constantly review all charges for activities and services that are provided.
- 2.4.2. Where outdoor sports in parks and open spaces are concerned, there is continuing evidence of a diverse approach to fees and charges with base price levels varying across local authorities and other providers for similar services and activities.
- 2.4.3. Local Authorities are in the main continuing to provide outdoor pitch booking services although the function is carried out by numerous departments including parks, sports and allotments. There is growing evidence that promoting access to open spaces is also being shared with third party providers.
- 2.4.4. Obtaining access to basic price information has been more challenging in 2020 than in 2015. We found access to open data often complicated by the growing use of phone apps or the need for registration and sign up to provider websites in order to find price information.

- 2.4.5. We found relatively fewer providers offering comparable data on some sports, like softball or pitch and putt, which we expect may be due to both the timing of our search (winter) and the Covid-19 restrictions. For others like bowls, the fact that this sport is generally in decline is also a contributory factor.
- 2.4.6. Whilst many local authorities continue to offer particular policies for concessionary users, we found some variation between the terms and conditions of the concessionary schemes between those authorities. Across Hampstead Heath, Highgate Wood and Queen's Park the City Corporation provides a concession discount at 40% of the adult price, with rounding. When comparing the charges from other providers we have referred to this level of discount on concessionary prices.

3. Benchmarking

3.1. General Observations

- 3.1.1. Providers in general, continue to have a wide range of price options and packages for facilities and services. Variations that include prices at off-peak and peak times tend to be less promoted. Activity charges per hour or per session are common and we have seen clear evidence of charges that distinguish between resident and or non-resident and where membership is a pre-requisite, between member and non-member. These variations make overall comparisons more difficult between authorities/providers.
- 3.1.2. In the main, where the provision is effectively privately controlled like a sports club or franchise operation, operators tend to offer fewer variations to a standard price for use. The price setting is commercially driven and there is less overall difference between standard prices and prices for children or older age groups compared to public sector providers.
- 3.1.3. In comparison, public bodies such as local authorities and charitable trusts provide a complex range of discounting to both concessionary groups and regular users. We found concessionary pricing related particularly to age and economic status although there was no evidence that these applied consistently similar discounting criteria in setting prices for vulnerable groups.
- 3.1.4. Where quality differences exist, higher grade facilities command premium prices. We found this to be particularly true of grass pitches with a number of public bodies and other providers using pitch grading as a price differentiator.
- 3.1.5. We found free use particularly for outdoor activities to be the exception rather than the norm. We found evidence of free access applying to the use of some tennis courts in the neighbouring local authority of Haringey although in general where free use is permitted providers use their discretion as to the number and type of courts that are free and for what periods. The booking provider OpenPlay provides more background to the opportunities for free tennis in London at <https://www.openplay.co.uk/blog/best-free-tennis-courts-in-london/>
- 3.1.6. Where local authorities have outsourced their services to Trust or other community type organisations, those operators continue to apply the concessionary policy of the relevant authority but have also developed activity specific or all-inclusive membership offers that include loyalty type discounted prices on a large number of activities over the standard price for casual pay and play customers.

3.1.7. When viewing historic local authority fees and charges reports and in setting prices for 2020-21, Tower Hamlets¹ and Harrow have chosen to apply discretionary judgement and increased charges above the underlying rate of inflation². In terms of Harrow the decision is based on a move towards full cost recovery³.

3.1.8. A summary of our findings for 2020:

- Fewer Authorities/Providers are promoting traditional modes of differential pricing including peak and off-peak times as a basis for pricing.
- There is evidence of differences in pricing being used for residents and non-residents and for members and non-members.
- Concessionary prices continue to be offered although there are variations on the level of discount, who is offered a concession and when concessionary use might apply.
- Free use of outdoor sports facilities is limited and increasingly uncommon.
- Where quality distinctions are made – higher grade pitches are charged at high rates to lower grade pitches.
- In responding to continuing pressures in finance, local authorities and other providers, in setting annual fees and charges are not averse to raising prices above inflation.

3.2 Quality

3.2.1 Since 2015 there has been investment in the tennis provision at Hampstead Heath and Queen’s Park which has improved the playing surfaces. We understand that for the remaining sports, overall standards have been well maintained and their upkeep remains on par with the assessment made in 2015.

3.2.2 The price quality framework set out in table 3 is used to provide some context to the analysis.

Table 3 – Price Quality Framework as a Guide to Differential Pricing

| | |
|---|--|
| High Quality/High Price | Low Quality/High Price |
| Protect current arrangements to a level the market can sustain | Increase quality to maintain income potential |
| High Quality/Low Price | Low Quality/Low Price |
| Consider options for price increases to reflect investment and levels of demand | Consider options for investment in existing quality or change provision in line with strategic aims. |

3.3 Price

3.3.1 In order to make effective comparisons between the facilities and those available in of neighbouring Boroughs, the Sport England Active Places Power database was searched and reviewed.

¹ [Tower Hamlets Council - Decision - Fees & Charges 2020-21](#)

² [Decision - Fees and Charges 2020/21 \(harrow.gov.uk\)](#)

³ [Meeting: \(harrow.gov.uk\)](#)

3.3.2 The Sport England database provides a full dataset of circa 12,500 facilities across England listed by age, facility type, management type and location. The dataset can also be searched using post code analysis to derive journey times from a particular point.

3.3.3 For ease of reference the post code of the Parliament Hill Fields Lido was used as a base point.

3.3.4 The database was screened to ensure the comparator sites and facilities resembled as close as possible those at Hampstead Heath, Highgate Wood and Queen’s Park. A summary of the specific criteria used is set out below:

Table 4 – Criteria Applied to Active Place Power (APP) Dataset

| Activity | Facility Type | Journey time |
|--------------------------|--|-------------------------------|
| Athletics | 8 lane synthetic track | |
| Football, Cricket, Rugby | Adult/Junior Grass pitch, no floodlights but with changing facilities; Pay and Play; Non School sites. | Up to 30 minutes by car |
| Softball | Pay and play | Up to 30 minutes by car |
| Tennis | Macadam surface; no floodlights; not overmarked | Up to 30 minutes by car |
| Outdoor Pool Swimming | Greater than 250 metres square of outdoor swimming water; pay and play; with changing facilities. | 30-minute travel times by car |

3.3.5 As the APP does not hold data on venues for open water swimming, pitch and putt, bowls croquet or angling, a general sweep of the facilities within and around London was undertaken.

3.3.6 Our original intention was to utilise the APP dataset over a 30-minute drive time. During our research it became apparent that many of the locations were either closed, not operating or where uncontactable by phone or email. Whilst the data includes those providers within the catchment range, only those we were able to provide information on have been included.

3.3.7 It is important to recognise that where facilities may be booked via a third-party app, the price charged may in some cases include the handling fee applied by the app provider. As a result, the price may differ from the income that the particular Council might receive directly from its own sale of the same item.

3.3.8 The dataset is provided as an Appendix to this report.

4. Sports Fees and Charges Analysis

4.1. Athletics (Quality Medium/Price Low)

- 4.1.1. The City Corporation commissioned benchmarking in 2017 with particular emphasis given to the charges for club training. That review concluded by recommending that clubs be charged a fixed hourly rate for use based on their hire periods on Tuesday and Thursday evenings throughout the year. The rate set at that time was £22.56 per hour. In 2020-21 the hourly rate for club training was increased by inflation to £23.77 per hour.
- 4.1.2. Due to social distancing restrictions, athletics meetings were restricted from March 2020. Despite the easing of Covid-19 restrictions during the year, venues such as the Croydon Sports Arena remain closed. Of the 11 comparable facilities identified, only 3 were providing publicly accessible information on the hourly charge for meetings.
- 4.1.3. The City Corporation charges for meeting based on a full day rate (7.5 hours from 9-00am -16.00pm or a half day rate comprising 3.5 hours either 9.00am-12.30pm or 1.3.00-16.30pm). None of the facilities we researched offered a flat fee price based on full day or half day use. We have used the equivalent hourly rates as a basis for comparison.
- 4.1.4. The highest charges continue to be levied at Enfield Lee Valley (£80 per hour) equivalent to £600 for a full day or £280 for a half day. The Linford Christie Stadium hourly rate is £77.65, equivalent to £582.37 for a full day or £271.80 for a half day. The QE2 Stadium charges the lowest rates at £37 per hour, equivalent to £277.50 for a full day or £129.50 for an equivalent half day.
- 4.1.5. The City Corporation ranks at the lower end of the benchmark, charging the equivalent of between £35.13 per hour for a full day and £37.85 for the half day for a booking Monday to Friday. The rates increase at weekends and bank holidays to £43.80 for the full day and £46.85 per hour based on use for a half day. At the time of the search, it was not possible to determine whether a minimum hire period was applied to meeting bookings at comparable venues.

Table 5 – Athletic Meeting/Equivalent Hourly Charges

| ATHLETICS | Athletics Midweek (Monday -Friday) | Athletics Weekend and Bank Holidays | Equivalent/ Hourly Charge |
|---|------------------------------------|-------------------------------------|---------------------------|
| City Corporation*- Hampstead Heath FULL DAY | £263.50* | £328.50 | £35.13/£43.80 |
| City Corporation*- Hampstead Heath HALF DAY | £132.50 | £164.00 | £37.85/£46.85 |
| Linford Christie Stadium FULL/HALF DAY | £582.37/£271.78 | n/a | £77.65 |
| Lee Valley FULL/ HALF DAY | £600.00/£280.00 | n/a | £80.00 |
| QE2 FULL/HALF DAY | £277.75/£129.50 | n/a | £37.00 |

*Full Day 7.5 hours; Half day 3.5 hours

- 4.1.6. We feel that there is an opportunity to re-package the price based on an hourly charge rather than a flat fee basis and introduce minimum hire periods for hire where necessary. With this change there is an opportunity to increase the hourly charge bringing it closer to the level required to cover the operational costs of the track.
- 4.1.7. The discount rate offered for school hire has continued to weaken. Only the Linford Christie Stadium publicised a Sports Day rate for the use of their athletics stadia. The remaining facilities have reverted to an hourly charge for schools. In this regard, the City Corporation currently charges £79 for am or pm use, the equivalent of £22.57 per hour and £158 for a full day (equivalent to £21.06 per hour).
- 4.1.8. In comparison, the Linford Christie Stadium levies a charge of £181.20 for a 3-hour booking by Borough schools (the equivalent of £60.40 per hour) and £224.95 (or £74.98 per hour) for non-Borough. Additional hourly rates are charged out at £72.95 and £91.60 respectively.
- 4.1.9. The Lee Valley Athletics Stadium charges a flat rate of £75.00 for school use. An equivalent full day booking would equate to £562.50 or £262.50 for a half day.
- 4.1.10. The rates at the QE2 in Enfield are £32 per hour. This takes the cost of a 3.5 hours half day booking to £112 making this the lowest priced school offer in the sample.
- 4.1.11. If we look at the discount rate against the standard rate for school use, at 40% this is particularly high at the City Corporation compared to others in the benchmark.
- 4.1.12. Again, we feel that there is scope to increase the hourly rate to help offset the operational costs of providing the service whilst still retaining a sizeable if not reduced concession discount for schools in line with others in our sample.

Table 6 – Athletics School Rates

| | Schools Full Day* | Schools Half Day* | Equivalent/ Hourly Charge | Discount offered |
|------------------------------------|-------------------------------------|---------------------------------------|---------------------------|------------------|
| City Corporation*- Hampstead Heath | £158.00 | £79.00 | £22.57/£21.06 | 40% |
| Linford Christie Stadium | Borough £453.00/Non-Borough £562.35 | Borough £181.20/ Non- Borough £224.95 | £60.40/£74.98 | 23%/3.5% |
| Lee Valley** | £562.50 | £262.50 | £75.00 | 6.25% |
| QE2* | £240 | £112 | £32.00 | 13.6% |

*Full day 7.5 hours; Half day 3.5 hours

- 4.1.13. We found a good level of data to enable an effective comparison to be made on track admissions prices. Interestingly the current City Corporation charges are advertised as a day ticket price. We found no other comparators offering the same offer. Instead, many offered a fixed period (1 hour or 50 minutes) session price.
- 4.1.14. Session prices ranged from £8.00 per hour at the New River Sport & Fitness to £3.50 per hour at Perivale Athletics track in Ealing. The current City Corporation charge sits within this range but we would suggest that the descriptor be changed from Day Ticket to a time

limited (1 hour or 50 minutes) ‘Track’ session. We understand that this aligns with the current online booking arrangements.

4.1.15. Concessionary discount rates for athletics vary considerably across competitors. A number do not appear to offer a concessionary price for use.

4.1.16. There appears to have been a downward trend since our 2015 report in reducing the application of concessionary charges in this category. Where a comparison is possible, the differential price offered by the City Corporation is at the upper end of the benchmark, and it may wish to consider reducing the discount further.

Table 7 – Athletics Track Admission Charges

| Athletics Individual Admission | Individual | | Discount offered 2020 |
|---|------------|------------|-----------------------|
| | Adult | Concession | |
| City Corporation – Hampstead Heath | £4.50 | £3.00 | 40% |
| Battersea Park Millennium Arena/ and Norman Parks Athletics track | £5.00 | £3.50 | 30% |
| Lee Valley Athletics | £4.00 | £2.70 | 32.5% |
| Linford Christie Stadium | £5.35 | £3.25 | 40% |
| Perivale Park Athletics | £3.40 | £3.40 | 0% |
| Tooting Bec Stadium | £4.70 | £4.70 | 0% |
| David Weir Stadium | £5.25 | £5.25 | 0% |
| New River Sport & Fitness | £8.00 | £8.00 | 0% |

4.1.17. Of the comparators we found information on, only 4 providers expressly advertise prices for annual season tickets. Prices in this category varied from £160.20 at Linford Christie Stadium £380 at the QE2 Stadium. The rates charged by the City Corporation at £79 for Adult and £47.50 for concessions were again at the lower end of the sample. A number of the facilities do offer discounted rates on these prices for club athletes, but we were not able to obtain full information to enable an effective comparison to be made for this category. We understand that the City Corporation currently offers a discount on season ticket fees to club members.

Table 8 – Season Tickets

| Athletics Annual Season Tickets | Individual | | Discount offered 2020 |
|--|------------|------------|-----------------------|
| | Adult | Concession | |
| City Corporation – Hampstead Heath | £79 | £47.50 | 40% |
| Lee Valley Athletics, Enfield | £380 | £280 | 26% |
| Linford Christie Stadium, Hammersmith & Fulham | £160.20 | £80.20 | 50% |
| Norman Park, Bromley | £320 | £215 | 33% |

- 4.1.18. A number of facilities do provide specific options for monthly, 3 monthly and six-monthly passes and /or direct membership. Where the athletics track is part of a large sports complex, then use of the athletics facilities are included in the benefits of an inclusive membership.
- 4.1.19. Whilst we found little evidence that providers offered free use of an 8-lane athletics track, the 6-lane facility at Paddington Recreation Ground was offering free access
- 4.1.20. There was good evidence that booking individual track times via an online app was possible at a number of locations. There was no evidence however that the online functionality extended to booking meeting dates and times. All providers required interested customers to either speak to them directly or complete an online enquiry form.
- 4.1.21. We understand that City Corporation continues to improve the athletics facilities and is submitting a capital bid to secure funds for reconstructing the track in order to retain Clubmark status⁴.

Athletics: Key learning points

- As we observed in our 2015 report, none of the comparators differentiated between mid-week and weekend use of the track preferring to operate a set hourly rate.
- Rates for school use continue to be discounted but the level of discount is falling.
- Prices for annual season ticket at the Parliament Hill Athletics Track are low compared to other fee charging providers.
- A number of competitors like Lee Valley and New River, that have a track, include an athletics' offer within their direct debit membership options. Although this is not widespread, the City Corporation may wish to consider the merits of this as part of any future developments.

Athletics Track Price Recommendations

**Price Increase Above Inflation.
Consider phasing of increase to achieve aims**

4.2. Cricket (Quality High/Cost High/Middle)

- 4.2.1. Cricket charges have been compared with 15 other providers. In terms of pitch hire, seven authorities including the City Corporation differentiate between mid-week and weekend use with the remaining charging a flat fee for use. Many authorities include the charge for use of changing rooms with the hire fee. Authorities like Enfield only provide pavilion and changing facilities with the hire of their Grade One pitches and a number of authorities also differentiate their prices depending on whether the hire is full day, or part day or evening only.

⁴ <https://sportenglandclubmatters.com/club-mark/>

- 4.2.2. If we include the hire of changing rooms in the adult hire fee for weekend use, then a game at the City Corporation would be the equivalent of £151 (£105 pitch hire + £46.00 changing rooms) at Parliament Hill at weekends and cheaper at the Extension (£96.00 for pitch hire).
- 4.2.3. On this basis, we found the City Corporation operates in the mid-point of the comparator table (see overleaf) with six other venues being more expensive (The Walker Ground, Enfield (£250); Dulwich Sports Ground (£240); Council pitches in Harrow (£230), Peter May Sports Ground, Waltham Forest (£216), Douglas Eyre Sports Ground (£190) and Boston Manor, Hounslow (£178).
- 4.2.4. We could find few if any examples of up-to-date information on the separate charges for the hire of changing rooms at weekends. We only found rates for Southwark Council who advertise a rate of £55.50 for hire.
- 4.2.5. Weekday rates vary from the highest £150 at 2 separate venues in Waltham Forest and one in Hounslow to the lowest £72.31 a Grade B classified pitch at Ealing.
- 4.2.6. Junior pitch rates are levied by 5 out of the 16 providers. The remaining 9 providers make little distinction between hire rates for adult or junior use. Where they do, the rates vary from £42 (Islington) to £83 (Merton). At £63, the City Corporation sits in the midpoint of comparator prices. In addition, a number of venues offer rates for school use although we found this only applied to 5 of the venues in the sample.

Table 9 – Cricket Pitch Hire Charges

| Cricket pitch | Weekend 2020-21 (incl. changing) | Midweek 2020-21 (no changing) | | Discount |
|--|----------------------------------|-------------------------------|---------|----------|
| | Adult | Adult | Junior | |
| City Corporation – Hampstead Heath and Highgate Wood | £151.00 | £96.00 | £63.00 | 40% |
| Harrow (Council sites) | £230.00 | £230.00 | £115.75 | 50% |
| Ealing (Council sites) | £91.60 | - | - | - |
| Islington (Wray Rec) | £99.00 | £99.00 | £42.00 | 58% |
| Merton/Brent (Council sites) | £120.00 | £120.00 | £83.00 | 31% |
| Southwark (Council pitches) | £80.00 | £80.00 | £49.50 | 38% |
| Waltham Forest (Peter May Sports Centre) | £216.00 | - | - | - |

- 4.2.7. In terms of midweek use the price difference between adults and junior rates varied from 70% (Hounslow) to 31% (Merton). At circa 40%, the City Corporation prices were at the lower end of the sample.

Cricket: Key learning points

- Competitors are more likely to advertise the total price of pitch hire and use of pavilions as opposed to advertising both prices separately. If most clubs tend to book both, it may be simpler to offer one all-inclusive price. If pitch hires and pavilion use are not regularly booked together, then keeping separate charges would appear reasonable.
- Discount rates for junior use at circa 40% of adult fees are towards the lower end of the comparators we found. This current level of discount remains competitive.

Cricket Price Recommendation

Price Increase Above Inflation

4.3. Football (Quality High/Cost High/Middle)

- 4.3.1 Hire rates for football have been compared with 28 other providers. Of the comparators we found, three differentiate their pitches in terms of quality, charging more for top grade pitches. Some providers like the City Corporation charge additional prices for use of the changing facilities. A standard pitch plus changing at the City Corporation sites is £136 (£90+£46).
- 4.3.2 The highest pitch rates were charged at the London Marathon Playing Field at Greenford and at Dulwich Sports Ground in Southwark. Both charged £174 for their top-grade pitch. The most expensive Council pitches were found at Harrow (£163.30).
- 4.3.3 The City Corporation's Epping Forest Wanstead Flats site had the cheapest hire rates (£73.50 Saturdays and £89 for Sundays). We found that Southwark Council also promoted school pitches for hire at £30.
- 4.3.4 Hire rates at the City Corporation (at Hampstead Heath) sit in the lowest quartile against competitors ranking 19/28 for pitch hire only. Again, as the City Corporation separate the rates for the use of the changing rooms, it is not necessarily easy to compare prices across the sample. If changing room fees are added, then the City Corporation rates rise to £136 per game, ranking the City Corporation 5/28 in comparison. We feel therefore that there is scope to raise pitch hire costs but not necessarily the hire rates for changing rooms.
- 4.3.5 In general terms, we found that junior rates are lower than a number of other providers. The highest junior rates are charged at Harrow (£100.90). Islington, Enfield and the Royal Borough of Kensington & Chelsea all currently charged more for junior use than the City Corporation.
- 4.3.6 Some providers continue to offer an off peak and peak price option as well as differentiated between hire charges for Saturdays and Sundays. Junior use in some cases is promoted on Sunday afternoons with some evidence that junior use is also limited to lower grade pitches.

Table 10 – Football Pitch Hire (grass)

| Football Saturdays | Pitch Price 2020-21 | | Discount offered 2020-21 |
|---|----------------------------------|--------|--------------------------|
| | Adult | Junior | |
| City Corporation, Hampstead Heath and Highgate Wood | £90.00 | £54.00 | 40% |
| City Corporation, Wanstead Flats | £73.00) Sat) /£89.00 (Sun) | | |
| Barnet | £81.50 | £40.50 | 50% |
| Haringey New River | £80.00 | £50.00 | 38% |
| Haringey (Other Council pitches) | £110.85 | £48.95 | 56% |
| Brent | £83.00- | £50.00 | 40% |
| Islington | £98.60 | £58.50 | 40% |
| Royal Borough of Kensington & Chelsea | £98.90 | £64.80 | 35% |
| Enfield | £121.00 | £66.00 | 50% |
| Southwark | £95.00 | £47.00 | 50% |
| Hammersmith & Fulham | £99.60 | £45.10 | 55% |

- 4.3.7 Our sample included nine providers who advertised rates for schools. There was some evidence that the rates for school use was further discounted against the junior hire rates although the rates for schools varied between £25.95 in Haringey to £77 in Harrow.
- 4.3.8 We identified a few instances where providers had introduced new categories of prices for hirers. This included prices for borough and non-borough schools/users and for chartered and non-chartered clubs.
- 4.3.9 Although we do not see either of these options as relevant at this time, Officers may wish to note these measures as part of continuing developments in pricing strategies.
- 4.3.10 Booking a football pitch is increasingly available online. As well as being available through operator specific apps from GLL, Fusion, Everyone Active and The London Playing Fields Foundation – www.lpff.org.uk; Openplay - www.openplay.co.uk; Playfinder – www.playfinder.com/london; PlayFootball - www.playfootball.net are also operating in the sector.
- 4.3.11 In terms of pitch bookings, we found that in general local authorities per se were more likely to still require customers to phone in with requests or complete applications online. Where booking online was an option, all providers were in the main working in collaboration with established partners including recognised leisure software providers like Gladstone MRM and Legend or specialist pitch booking providers like OpenPlay, iDVerde and the London Playing Fields Foundation. We only found evidence were one local authority Enfield was using its own bespoke software Zipporah.

Football: Key learning points

- Current hire charges for pitch only use is lower than a number of competitors. Our understanding is that the pitches are of good overall quality and therefore there is scope to increase fees.
- Whilst we encourage the fees to be increased for pitch only hirers, we feel that there is limited potential to increase the hire charges for the changing facilities.
- Some authorities continue to use Saturday/Sunday as a means of identifying periods of high and low demand.
- Providers continue to apply a discount rate for Junior use against the adult price. We found evidence that the rates vary between 30-55% with a number of providers directing junior use to periods of lower demand or onto pitches of lower quality.
- There is strong evidence of the ability to book football pitches online. A number of providers are operating in this area and we found that a number of Council's were referring enquiries to third party websites.

Football Price Recommendation

Price Increase Above Inflation

4.4 Rugby (Quality High/Cost High/Middle)

- 4.4.1 Pitch hire rates have been compared with 14 other provides. Whilst some providers offer the use of the changing rooms along with pitch hire, it is not always made clear from their prices. Due to the Covid-19 restrictions, hirers are not permitted to hire changing rooms at present and therefore we have used the basic pitch hire price as a guide for the comparison.
- 4.4.2 At £90.00 for pitch hire, the City Corporation is at the midpoint of comparators. The highest charges levied by a local authority are at Barnet (£118.98). Hammersmith & Fulham, Southwark and Enfield Councils also charge more.
- 4.4.3 Junior rates are on par with other providers with the City Corporation offering an average discount differential between adult and junior rates. A look at the current rates offered at Boston Manor confirms that some providers are not averse to charging higher rates from junior use over other providers.
- 4.4.4 There is some evidence that providers do offer some further discount on hire by schools. In our sample we found the publicised rates vary from £25.95 to £69.45.
- 4.4.5 We found evidence that booking a rugby pitch were being advertised as an option in a number of online apps available either through Council websites or via third party operator apps. Whilst these apps provided information on rugby pitches, the availability of rugby pitches and their particular prices were less common to view than other sports like football

and cricket. It is our view that booking a rugby pitch online is less well designed than for other sports.

Table 11 – Rugby Pitch Hire

| Rugby | Pitch Price 2020-21 | | Discount offered 2020-21 |
|------------------------------------|---------------------|--------|--------------------------|
| | Adult | Junior | |
| City Corporation – Hampstead Heath | £90.00 | £54.00 | 40% |
| Southwark | £95.00 | £47.00 | 50% |
| Brent | £90.00 | £53.00 | 42% |
| Hammersmith & Fulham | £99.65 | £62.45 | 38% |
| Barnet | £118.28 | £58.64 | 50% |
| Hounslow (Council Pitches) | £75.00 | £58.54 | 32% |
| Boston Manor (Hounslow) | £98.00 | £70.00 | 29% |
| Hackney Marshes (Hackney) | £93.60 | £44.30 | 55% |

Rugby: Key learning points

- Pitch only charges are comparatively low when compared to competitors so there appears room to increase these.
- Discount rates for junior use at 40% are more generous than a number of comparator providers where discounting is offered.

Rugby Price Recommendation

Price Increase Above Inflation

4.5 Softball/Rounders (Assumption Quality of Facilities High)

4.5.1 We found a total of six providers who provided public information about hire charges for Softball. Hammersmith and Fulham charged the highest fees at £99.70 including use of a changing room. Rates at the Hub in Regents Park and at the Council sites in Harrow were £82.50 and £81.40 respectively. Both are somewhat higher than the rates charged currently by the City Corporation who do not offer changing rooms as part of the hire.

4.5.2 The cheapest rate we found was at Woodfield School in Brent (£30).

4.5.3 We found good evidence that the interest in softball as a sociable and fun activity is growing. Online providers like Go Mammoth (<https://www.gomammoth.co.uk>) advertise meet up, social games and league opportunities widely using social media. The company offers its members softball opportunities at local venues in and around the capital. A review

of their website suggests that the company identifies and pre books venues and then uses its staff to promote new activities to its growing list of members.

4.5.4 As well as reviewing prices, there is further potential to increase the interest in softball by collaborating with operators like Go Mammoth in the joint marketing of the facilities

Softball: Key learning points

- The number of overall providers offering comparable outdoor facilities for Softball appears to be quite small.
- Current rates for softball are generally lower than a number of competitors.
- The interest in softball as a sociable and fun sport is increasing. We recommend that Officers consider the merit of working with Go Mammoth to increase the awareness and use of softball facilities to the London market.

Softball Price Recommendation

Price Increase Above Inflation

4.6 Bowls (Quality of Facilities High/Price Low)

4.6.1 We found limited information of alternate providers for bowls and croquet.

4.6.2 For bowls, activity charges the City Corporation were ranked lower/mid in comparison to the four other providers we identified. There is therefore some scope for increase above inflation.

4.6.3 In a bid to encourage younger players most providers offer a junior option and the discount off the adult prices ranged from 25%-48%.

Table 12 – Bowls Activity Charges

| Bowls | Hire charges 2020-21 | | Discount offered 2020-21 |
|------------------------------------|----------------------|--------|--------------------------|
| | Adult | Junior | |
| City Corporation – Hampstead Heath | £4.00 | | |
| Finsbury Square, Islington | £7.00 | | |
| Tower Hamlets (Council sites) | £2.90 | £1.50 | 48% |
| Merton (Council sites) | £7.50 | £6.00 | 20% |
| Wimbledon Park Bowls Club (Merton) | £10.00 | £7.50 | 25% |

4.6.4 Two providers, Tower Hamlets and Merton also offered a season ticket option priced at £40.60 and £130 for adults respectively. This equates to a factor of around 14 times the

adult price in each case. To encourage take-up, the City Corporation may wish to consider introducing this as a new price category from 2021-22.

- 4.6.5 Albeit from a relatively low base, prices charged by the Tower Hamlets local authority were raised above inflation. Printed records of the Council's Fees and Charges report for 2020-21 shows that price increases of 7.1% for junior price and 6.7% on the cost for an Adult leisure pass holder were approved⁵.

Bowls: Key learning points

- Our search on bowls prices identified a small number of comparable providers.
- Where we were able to establish the comparisons, we found that rates charged were generally ranked low compared to others.
- A number of alternate providers also included a junior price and there was evidence of season ticket prices being available.
- To increase participation, consideration could be given to the development of the online offer for public pay and play bowls activities.

Bowls Price Recommendation

Price Increase Above Inflation

4.7 Croquet (Quality of Facilities High/Price Low)

4.7.1 Our analysis recognises that the facilities for croquet involve the shared use of the Parliament Hill bowling green.

4.7.2 We found only one comparator provider advertising prices for croquet.

4.7.3 Sydenham Tennis Club charge £40 for a 3-hour session and £20 per hour thereafter. This equates to between £13-£20 per hour which is considerably higher than the charges at the City Corporation.

4.7.4 Given the limited data for comparison, there may not be sufficient evidence on which to provide a recommendation for 2021-22 suffice to say that there may be scope to increase the hourly price above inflation.

4.7.5 Given the uniqueness of the offer, Officers may wish to hold or apply the standard inflationary increases to price pending further analysis in 2021-22.

⁵ [Tower Hamlets Council - Decision - Fees & Charges 2020-21](#)

Croquet: Key learning points

- To increase participation consider expanding and promoting the opportunities croquet available through the online booking system.
- Consider further development opportunities through further partnership working with the network of bowls clubs.

Croquet Price Recommendation

Increase in line with Inflation

4.8 Pitch & Putt (Quality of Facilities Good/Price Medium)

4.8.1 Our search identified five alternative providers offering pitch and putt activities. The highest charges were at the Putt in the Park franchised offer at various Council park sites within Wandsworth.

4.8.2 The Putt in the Park offer is somewhat removed from the standard putting green game. Course design includes single level crazy golf challenges, and a venue that caters for parties and a wide range of food and drink offers.

4.8.3 All providers offer a concessionary priced offer and this included rates for juniors and or seniors. Restrictions can apply for access by concessionary customers.

4.8.4 Rates charged at the City Corporation are generally mid-range with other providers.

4.8.5 Pitch and putt tends to be a fun activity undertaken by groups or with family members. As a variation to the standard admission price, the Putt in the Park sites offer a ticket for a family of up to five costing £30. Introducing a new family ticket is therefore an area for consideration.

Table 13 – Pitch and Putt Activity Charges

| Pitt & Putt | Hire charges 2020-21 | | Discount offered 2020-21 |
|---|----------------------|-------------|--------------------------|
| | Adult | Concessions | |
| City Corporation - Queen's Park | £6.00 | £3.50 | 40% |
| Alexandra Palace, Haringey | £7.50 | £6.50 | 14% |
| Horsenden Hill, Footgolf Greenford | £2.90 | £1.50 | 48% |
| Oakhill Pitch and Putt, Barnet | £7.00 | £5.00 | 39% |
| Grovelands Park, East Barnet | £4.90 | £3.90* | 20% |
| Putt in the Park (Various sites Wandsworth) | £10.00 | £8.00** | 20% |

* Mon-Fri only; ** U15's £8; Pensioner £7-£8

4.8.6 We found no evidence of season ticket prices for this activity.

4.8.7 Online booking was available through the Putt in the Park website. Although the facilities were closed at the time of study, we understand that the pitch and putt facilities at Alexandra Palace can be booked via the 'see tickets' feature on their website.

Pitch & Putt: Key learning points

- Pitch and putt tend to be fun activities undertaken by groups or with family members. Introducing a new family ticket is therefore an area for consideration.
- Consideration could be given to improving participation rates through further dialogue with commercial partners who exist in the market.

Pitch & Putt Price Recommendation

Price Increase Above Inflation

4.9 Swimming; The Lido (Quality High /Cost Low)

4.9.1 Data from seven Lidos, three unheated and four heated, were assessed from those operating in and around the London area.

4.9.2 Prices for lido swimming ranged from £4.45-£8.00 for heated pools and £6.85 - £8.00 for unheated pools based on an adult admission price. The highest priced day ticket £8.00 was found at Park Road Pool and Brockwell Lido. Surprisingly, we found that the cheapest admission price of £4.85 was for the heated lido at Charlton Lido and Lifestyle Club.

4.9.3 The benchmarking exercise has been undertaken during the Covid 19 pandemic. Many if not all of the facilities are under government restrictions and therefore the pricing and scheduling is likely to be different to normal operations.

4.9.4 During the Covid restrictions, all operators have had to observe strict pre-booking and timed activity sessions for swimming. The City Corporation has introduced lower activity prices for timed sessions during the Covid period. The price for day tickets was temporarily lowered to £4 (adults) and £2.40 (Concession adults). A temporary children's charge of £1.20 was also introduced. The combined family day tickets were also withdrawn.

4.9.5 We did not find any evidence that other providers had adopted similar temporary measures to reduce prices for general swimming.

4.9.6 The average general admission price from our sample was £6.57 pre Covid, at this level the City Corporation's rates are close to the top price band and therefore have limited additional headroom other than an inflationary increase. The temporary Covid rates that have been introduced however appear low compared to other providers at this time.

4.9.7 The City Corporation has offered early morning and late session lane swimming designed for those commuting for work so that they can enjoy a swim without crowds before and after

the working day. In contrast none of the alternate providers we came across during the Covid period, offered an early morning or late evening price for a swim.

4.9.8 To test our analysis, we carried out an archive search of websites using the Wayback Machine at <https://archive.org/web>. Hyperlinks to the details can be found at Appendix 3.

4.9.9 Based on the archive search, we found that Brockwell Lido and Park Road Pools offered an early morning option and late evening option in 2019-20 although the timings of these were different being 6am-10am and after 5pm at Brockwell and before 9am and after 6pm at Park Road Pools. The standard prices at these times were £3.20 and £3.40 at Brockwell Lido and a set £4.95 for each session at Park Road Pools. Both lidos were operated by Fusion Lifestyle. Both of these archived rates were higher than the Covid temporary rate being used by the City Corporation at this time.

4.9.10 We could find no comparable archived data on the other lido providers.

4.9.11 Summary details are provided in the table below.

Table 14 – Lido Admission Charges

| Lido | Admission Price 2020-21 | | Discount offered 2020-21 | Annual Season/Membership 2020-21 | | Discount offered 2020-21 |
|---|-------------------------|--------------------|--------------------------|----------------------------------|---------|--------------------------|
| | Adult | Conc. | | Adult | Conc. | |
| City Corporation – Hampstead Heath (Pre-Covid) | £7.00 | £4.50 | 40% | £222 | £133 | 40% |
| City Corporation – Hampstead Heath (During Covid) | £4.00 | £2.40 (Child 1.20) | 40% | n/a | n/a | n/a |
| Park Road (Fusion), Haringey | £8.00 | £8.00 | 0 | n/a | n/a | n/a |
| Park Road (archive 2019-20) | £5.85 | £4.00/£2.35* | 32%/60% | n/a | n/a | n/a |
| London Fields (Better), Hackney | £5.20 | £3.05 | 42% | £351.00 | £275.94 | 30% |
| Brockwell Park (Fusion), Southwark | £8.00 | | n/a | n/a | n/a | n/a |
| Brockwell Park (archive 2019-20) | £6.10 | £4.00 | 32% | | | |
| Charlton Lido (Better), Greenwich | £4.45 | £2.20 | 50% | £351.00 | n/a | n/a |
| Pools on the Park (Local Trust), Richmond | £5.60 | £4.80 | 14% | n/a | n/a | n/a |
| Tooting Bec (Places), Wandsworth | £7.90 | £4.90 | 38% | £336 | n/a | n/a |
| Finchley Lido (Better), Islington | £6.85 | £4.20 | 39% | £351 | £323.46 | 8% |

* prices applicable to holders of the Advantage+ or Advantage Card only

4.9.12 In terms of concessionary prices for general admission, five out of the seven providers in our sample offered a concessionary price. Where applied the level of discount varied from 15% up to 50%. The current discount rate at the City Corporation is 40% against the adult

rate, which is towards the midpoint of the sample. The archive search revealed that there was no over 60's price offered for an early morning swim at Brockwell Lido with swimmers paying the full adult rate. At Park Road Pools, whilst concessionary prices were available, they were reserved for Advantage + or Advantage card holder only.

- 4.9.13 Only the unheated Brockwell Lido offered the option of an annual adult season ticket. At £313 for 12 months and £107 for the six-month option, both rates were considerably more expensive than the City Corporation. Our archive search revealed that a season ticket at Brockwell has replaced the Outdoor pool voucher that offered either a 5 or 10 visit option priced at £23.90 or £47.50 respectively. A season ticket at Park Road Pools covering 10 visits was charged at £50.40.
- 4.9.14 The Parliament Hill Fields Lido has traditionally had a summer and winter season ticket split due to the unheated nature of the water. It is felt therefore that it is important to retain 2 options for all year swimming.
- 4.9.15 We found evidence of different approaches being applied by the same operator (Fusion Lifestyle) albeit in different venues, towards concessionary rates for season tickets both in the current data and historically. The archive search revealed that there was no concessionary price for the Outdoor Voucher scheme at Brockwell Lido in Lewisham, but a targeted concessionary price applicable for Advantage + card holders at Park Road Pools in Haringey.
- 4.9.16 In addition, none of the providers in our sample published specific prices for family swims or adult and child swims either currently or via the archive information we obtained. Our own direct enquiries with the operator Fusion Lifestyle, reveal that they did offer a family swim price at Brockwell Lido in 2018 (at £15.40) and indeed a family swim season ticket (at £505.00). We haven't been able to find confirmation of equivalent prices for Park Road Pools.
- 4.9.17 We understand that the family ticket was introduced several years ago in consultation with the Parliament Hill Lido User Group. The prices list for 2021-22 could be simplified if the family price were removed following our findings of other providers. We recommend however maintaining a family offer for the use of the lido in 2021-22 and reviewing how the market responds to lifting the Covid-19 restrictions during 2021.
- 4.9.18 We found that lido providers offered a membership option although only four offered a swim only option. Charges ranged from £356-£351 for an upfront annual payment and between £28-£32.50 per month for a monthly payment option. None of the sites offered a part year option.
- 4.9.19 In terms of the archive search, we found that there was no concessionary priced membership option for over 65's before 9am or after 6pm i.e. that ties in with early morning or late evening swimming at Park Road Pools and no swim only membership option at Park Road Pools.
- 4.9.20 Three sites operated by Better (GLL) provided a membership price for disabled users but not all of those sites had a concessionary membership. At Tooting Bec Lido, operated by Places Leisure, there was no distinction between the price of swim membership although this facility did offer the option of a one monthly rolling contract at £32 per month slightly higher than the annual 12 monthly priced membership.

- 4.9.21 Our search revealed that where lido facilities were contracted out to run by operators, these operators all offered bookable lane swimming sessions through their own proprietary app. Although probably related to current restrictions, we found no similar evidence for booking a sauna session online.
- 4.9.22 The sauna at the lido is only open in the winter from October to April each year. It offers winter swimmers the opportunity to have a sauna during the colder months. The sauna has helped the lido attract many more winter swimmers since it opened 5 years ago. Despite its popularity, not everyone wants to use it.
- 4.9.23 In our experience, sauna tends to be treated as a member benefit and separate sales of sauna areas are often controlled at the point of entry to ensure the safety of all users. The sauna therefore could be considered as an additional option as part of a new season ticket/monthly membership option.
- 4.9.24 When looking at the archive material, we found only that Park Road Pool offered a combined sauna and stream standard ticket at £8.55. Where sold separately we see the opportunity to increase the cost of a sauna session above the rate of inflation as the current price is unusually cheap.
- 4.9.25 In our sample there was some evidence of free swim offers being available in neighbouring boroughs for children under 5's and under 3's and for the over 60's.

Swimming; Bathing Ponds (Quality High /Cost Low)

- 4.9.26 Swimming in the Bathing Ponds on Hampstead Heath is a long-established tradition, yet it only became formally permitted at the Men's pond in the 1890's and at the Kenwood Ladies' Bathing Pond in 1926⁶. They bathing ponds have continue to attract swimmers who enjoy the health and well-being benefits that the water brings, although triathletes often frequent them too.
- 4.9.27 In recent years other open water venues have opened as open water swimming and triathlons have become more popular. As a result, in this report we have identified a number of new facilities in and around the capital where open water swimming is available.
- 4.9.28 In total 6 additional open water swimming locations were identified in 2020. In each case open water swimming has been offered through pre-booked 50-60 minutes time slots accessible online via the venue operator's website.
- 4.9.29 Pre booking of activities has been particularly important during the period of Covid-19 restrictions and is more noticeable where a venue is managed by an individual provider as opposed to other open water locations. Of the 6 locations we found, there was no evidence that the venue permitted swimmers to simply turn up and swim.

⁶ <https://guildhallhistoricalassociation.wordpress.com/2016/01/11/the-history-of-the-hampstead-heath-ponds/>

- 4.9.30 This may be because all swimmers are required to comply with the venue safety terms which in the case of 5 of the venues requires the purchase and wearing of a NOWCA⁷ safety wristband that tracks movement, logs swim times and distance and can be linked to other apps. At Beckenham Place Park, all swimmers are required to comply with the venue's own tow float safety policy.
- 4.9.31 Other open water operators such as the Royal Docks and West Reservoir are mainly catering for triathletes and open water swimmers who want to train.
- 4.9.32 The venues that use the NOWCA technology (West Reservoir, London's Royal Docks, Thames Tidal Swims; DWSC Canary Wharf and Tilgate Lake) often operate without fully trained lifeguards. Some of them use qualified first aiders in canoes for supervising and rescuing purposes. The ponds on Hampstead Heath have fully qualified lifeguards and different types of rescue/patrol craft. Working in collaboration with the other open water sites is a positive way forward and could help in understanding of any further safety measures and controls that may be available.
- 4.9.33 Of the six providers in our sample, the charge for an open water swim ranged from £5.00 - £8.00 for a timed swim session of up to 1 hour based on an adult swim. The current City Corporation rate is £4.00 for an adult which is at the low end of the benchmark.
- 4.9.34 Other than at the Bathing ponds, a concession price is offered by only 2 of the other six providers. The discount rate offered is comparable to that offered by the City Corporation of around 40%.
- 4.9.35 Only one operator offers anything other than a straightforward single admission charge per swim. Customers using Beckenham Place Park can purchase a 12 or 6-month season ticket. These are available at either £35 per month or £420 per annum. A concession rate is available at £28 per month or £360 per year, providing a 20% discount to the standard rates. Both charges are considerably higher than the current offer at Hampstead Heath Bathing Ponds with the discount rate for concessions offered by that provider also being a lot lower than that offered by the City Corporation.
- 4.9.36 Beckenham Place Park also offered, a winter season ticket of ten swims priced at £50 for adults and £35 for Juniors.
- 4.9.37 We found no evidence of a free swim offer available in any of the open water venues in our sample.

⁷ [About NOWCA - NOWCA - Official website](#)

Table 15 – Open Water Activity Prices

| Open Water Swimming | Admission Price 2020-21 | | Discount offered 2020-21 | Annual Season/Membership 2020-21 | | Discount offered 2020-21 |
|------------------------------------|-----------------------------------|-------------|--------------------------|--|--|--------------------------|
| | Adult | Conc. | | Adult | Conc. | |
| City Corporation – Hampstead Heath | £4.00 | £2.40 | 40% | £125 | £66 | 47% |
| West Reservoir Hackney | Members £5.00/ Non-members £10.50 | (not found) | /an | £351 pa (Swim Uk) or £32.50 per month plus Additional £5.00 unless home club | £275.94 pa or £25.55 per month (Seniors) | 22% |
| London's Royal Docks | £8.00 | | | | | |
| Beckenham Place Park* | £5.50 | £3.50 | 36% | £420 pa or £35 per month | £336 pa or £28 per month | 20% |
| Thames Tidal Swims | £6.00 | | n/a | | | |
| Tilgate Lake, Crawley ** | £6.00 | | n/a | | | |
| DWSC Canary Wharf | £8.00 | | n/a | | | |

* Opening times are seasonal; ** Open from April – September only

4.9.38 There was also evidence of the need to book an online Swim Induction session as part of the registration process.

4.9.39 Many swimmers wish to swim at both the Lido and Ponds. These swimmers are made aware of the various dangers associated with open water swimming in the lido and Ponds. The membership application process can easily be adjusted to make these safety measures part of the terms and conditions. In addition, safety notices are posted at the entrance to facilities, in the changing areas and shared on social media.

Lido: Key learning points

- Providers are increasingly offering fewer pricing categories for lido swimming. The current policy of providing different rates for early morning/late evening and for family and combination tickets is not generally shared with other providers.
- Discount rates are also falling for both general admission prices and season tickets where concessions pricing is available.

Lido Price Recommendation

Lido

**Consider bringing the Covid timed session price in line with the original day ticket price
Season Ticket - Price Increase Above Inflation and consider phasing
Consider introducing New Annual and One Month rolling Membership
Retain family price option**

Bathing Ponds: Key learning points

- Open water swimming is growing in popularity and there are now a growing range of managed venues offering swimming.
- Customers are increasingly comfortable with pre-booking sessions and adherence to venue guidance and codes of conduct to maintain effective control on health and safety matters.
- Consideration should be given to aligning the concession discount on the Bathing Ponds Season Ticket to 40%.

Bathing Pond Price Recommendation

Bathing Ponds

**Day/Session tickets - Increase by inflation
Season Ticket Price - Increase above inflation with phasing of ticket price
Align concession discount on the season ticket to 40% bringing it closer to other offers available in the market**

4.10 Tennis (Quality High/Cost Low/Middle)

4.10.1 Tennis prices were compared against 31 identified comparable facilities. The management of tennis varies widely across the sample. A number of authorities, Newham, Haringey, Sutton, Hillingdon, Haringey and Enfield and Barnet provide free

access to tennis for their residents although access times and type of facilities offered for free access are strictly defined.

- 4.10.2 We found a wide range of hourly charges applying for tennis across providers. The highest charge was £17.50 at Hyde Park whilst the lowest paid price was £6 at Tower Hamlets. At £9.25, the prices charged by the City Corporation are towards the upper midpoint of comparators.
- 4.10.3 Operators continue to apply peak and off-peak pricing options as a means of managing demand and it is not uncommon to see differential rates applied for resident and non-resident users as well as registered users, and members and non-members.
- 4.10.4 A number of providers offer online court booking functionality through dedicated websites including Will to Win (<https://willtowin.co.uk>) and Clubspark (<https://clubspark.lta.org.uk>) and Openplay (<https://openplay.co.uk>) and All Star (<https://allstaruser.sportserve.net>)
- 4.10.5 The price for a registered user cards varies widely amongst providers. Commercial operators like Will to Win offer a smartcard charge upwards of £100 for an annual registration. This entitles registered users to discount rates for court hire and to courses and programmes. Others like Trust operators including Enable Leisure, Everyone Active and Better (GLL) provide free booking access in exchange for user data.
- 4.10.6 In Hackney, the payment of annual membership fees, in this case £75 adults and £40 juniors, permits individuals to be eligible for team selection, squad training and includes all relevant match fees. Annual memberships tend to give holders advance booking rights over casual pay and play customers.
- 4.10.7 At £29.75, the charge levied by the City Corporation is towards the lower end in terms of price. We consider that this price could increase if it entitled the holder to further benefits including course and events discounts or training and selection offers.
- 4.10.8 A sample of the charges is provided in the table16:

Table 16 – Tennis Court Hire Prices

| Tennis | Court Hire 2020-21 | | Discount offered 2020-21 |
|---|---------------------------------|---------------------------|--------------------------|
| | Adult | Junior | |
| City Corporation – Hampstead Heath and Queen’s Park | £9.25 | £5.50* | 40% |
| City Corporation- West Ham Park | £7.00/£5.00 Peak/Off Peak | £5/£2.50 Peak/Off Peak | 40%-50% |
| Waterlow Park/Kilburn Grange, Camden | £8.95 | £4.75 | 46% |
| Barnet | £8.00 | £2.50 | 69% |
| London Fields Hackney | £6.45 | £3.15 | 51% |
| Kensington Memorial Park RB Kensington & Chelsea | £8.20 | £4.30 | 48% |
| Lee Valley Hockey and Tennis Centre | £8.00 (off peak) | £6.00 (off peak) | 25% |
| Hammersmith & Fulham (Council sites) | £11 | £3.85 Schools/Youth | n/a |
| Chingford School of Tennis | £18 non member | £6 non member | |
| Wimbledon Park Merton | £9.20 (off peak) | £8.20 (off peak) | 11% |
| Harrow | £10.35 | £5.75 | 45% |

* The City Corporation’s concessionary offer covers a variety user groups including juniors.

Tennis: Key learning points

- Compared to others in the benchmark, standard hourly charges are towards the higher end of the sample for both adult and concessionary users.
- The City Corporation has continued to increase the price of its registration fee. It has risen from £16.00 in 2015-16 to its current level of £29.75 in 2020-21. The registration fee is somewhat below charges made for similar scheme elsewhere. It allows courts to be booked up to 3 days in advance. A free membership option is also available and allows the holder to book courts 24 hours in advance.
- Given the current level of charges we are cautious in recommending any increases above the standard inflationary increase at this time. There may however be an opportunity to benefit from introducing specific price points for families or through further development of the registration scheme to promote courses and activities.

Tennis Price Recommendations

Hourly court charge - Increase with Inflation
Registration fee – consider increasing prices above inflation

4.11 Tennis Courses

- 4.11.1 Tennis courses continue to remain popular and are delivered by a growing number of self-employed and accredited coaches or specialist agencies working directly or indirectly with facility operators as well as local authorities.
- 4.11.2 Due to the Covid-19 restrictions, obtaining course data for adults and juniors has been difficult. Where possible we have searched for an indication of hourly or weekly charges where these are advertised. One to one coaching rates have also been captured where available.
- 4.11.3 Providers offer a wide array of courses and programmes including sessions times ranging from short 30-minute sessions up to two hours. We have compared the rates using a simple hourly charge.
- 4.11.4 Based on 2020-21 charges, the City Corporation offers coached sessions for circa £12 per hour (current charge £59.50/5 hours) for adult and £9.50 per hour for children (current charge £47.50/5 hours).

Table 17 – Tennis Coaching Hourly Rates

| Tennis Coaching | Hourly Rates | |
|---|---------------------------|---------------------------------------|
| Authority | Adult | Junior |
| City Corporation – Hampstead Heath and Queen’s Park | £12.00 | £9.50 |
| Hackney Downs | £10.61 (£138/13 weeks) | £8.64 £60.50 per term (7 weeks) |
| Will to Win Hyde Park | £14.50 £116/ 8 weeks | |
| Kensington Memorial Park | £12 £72/6 sessions | |
| Lee Valley Hockey and Tennis centre | £8 £64/8 weeks | £6.50 £52/8 weeks |
| Chingford School of Tennis | £10 per session | |
| Trailfinders Sports Club Ealing | £13.16 £79/6 weeks | |
| Merton (Council courts) | £15 | £12.50 |
| Islington | £13.40 | £10.10 |
| Will to Win Ealing | £10.00 | £8.50 £102/12 weeks |
| Hammersmith & Fulham (Council sites) | | £8.11 £40.55/5 hours |

- 4.11.5 Compared to other providers, the rates the City Corporation are towards the upper end of the mid- range and we expect there is some additional headroom provided the quality of coaching is consider high. Junior rates are on par with others in the benchmark and as a result we consider an increase in line with inflation is acceptable.

Coaching: Key learning points

- Hourly rates charged for tennis coaching are towards the upper midpoint compared with others we found in the benchmark. Course revenue is as much driven by quality coaches and quality programmes and provided there remains confidence in the quality of the delivery we would expect an inflationary increase in prices to be generally acceptable to customers.

Coaching Price Recommendations

Increase with Inflation

5. Concessionary Charging Policy

5.1 The purpose of offering concessions must be to support the authority's strategic aims and priorities. Generally, the reasons for operating concessionary charges falls into one of two categories:

- to influence the level of demand for a service or;
- to reflect the circumstances of service users.

5.2 It is good practice to review concessions to confirm both the level of subsidy and also their ongoing relevance.

5.3 In commenting on the fees and charges applied to date, we note that concessionary rates, are applied at 40% of the adult charge, except for season tickets at the Bathing Ponds.

5.4 Concessions apply to: under 16s, students, over 60s, those on Job Seekers Allowance, those in receipt of Universal Credit or in receipt of the Personal Independence Payment or with a Disabled Card are available.

5.5 At the Bathing Ponds and Lido, from summer 2020 the City Corporation has facilitated swimmers to be accompanied by a carer (with the carer entering free of charge). In addition, swimmers at the Bathing Ponds and Lido, aged under 16 and 60+, may swim for free during the morning's (7-9.30am).

5.6 We reviewed the concessionary pricing policy for a number of neighbouring authorities. Details are provided in the table below.

5.7 As charities, Hampstead Heath, Highgate Wood and Queens Park do not receive any funding through local council tax. The approach and structure of any concessionary policy is therefore likely to differ from that offered by neighbouring local authorities many of whom offer a similar range of sporting opportunities.

5.8 Taken together, the measures applied by the City Corporation remains comprehensive and reflects broadly similar schemes being applied across other providers in the sample. The only difference applies to recognising Council tax benefit as a pre-cursor to concessionary access.

- 5.9 In contrast to a number of other authorities, the policy at Haringey implies a more discerning approach to the application of concession with more targeted interventions directed under the Council's Advantage Card holder initiative. This is also echoed at Barnet which appears more selective on the approach it takes to young people and those aged over 60 years old.
- 5.10 In addition to concessionary rates, a number of authorities offer free or subsidised use to certain resident groups. Haringey residents aged over 65 qualify for free membership at Tottenham Green, Park Road and Broadwater Farm Leisure centres. This free access applies to gyms, swimming, racquet sports and group exercise classes, Monday to Friday between 9am-5pm.
- 5.11 In Brent holders of the standard Be Active card qualify for a 25% discount and those 60 plus or disabled holdings an Annual card qualify for a 40% discount off fees and charges.
- 5.12 In Hackney, residents and those aged under 18, over 60, disabled or a carer, can swim for free, all year round, at Britannia Leisure Centre, Clissold Leisure Centre and Kings Hall Leisure Centre.
- 5.13 In Camden, residents aged 60+ can swim for free from 7am-12pm weekdays at the leisure centres operated by the Council's leisure contractor (Better). This requires residents to complete an application process and small annual fee in exchange for a Pay and Play card.
- 5.14 In Southwark residents are currently allowed to swim and use the gym for free at all of the Council's leisure facilities at certain times of the day. We understand that the Council is currently reviewing the cost and effectiveness of the scheme.
- 5.15 Throughout this report, we have attempted to identify a number of opportunities where the particular rates for applying to concessionary use may be expanded or in some cases reduced in line with the examples seen from other providers in the market. In making these recommendations we have had regard to the need to reduce the overall costs of the service whilst at the same time providing some adjustment in pricing to accommodate the needs of more vulnerable groups.
- 5.16 The benchmarking analysis shows that many authorities continue to use varying degrees of pricing to distinguish and encourage use by specific target groups and categories of customers and that concessionary pricing is a useful tool if targeted effectively.
- 5.17 Particularly at this time when pressures are expected to increase on local government finances, it will be important to ensure that the application and design of any concessionary scheme continues to remain relevant to those audiences they are designed to attract.

Table 18 – Categories of Concessionary Users – Neighbouring Boroughs

| Provider | Under 16's | Full time students / further education students | Over 60's | On Job Seekers Allowance | In receipt of Universal Credit | In receipt of the Personal Independence Payment/ Disabled Card | In receipt of Council Tax Benefit |
|----------------------|--------------|---|------------|--------------------------|---|--|-----------------------------------|
| The City Corporation | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | |
| Camden* | | ✓ | ✓ 55+** | ✓ | ✓ | ✓ Disability living allowance | |
| Islington | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ? |
| Brent* | 17 and under | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Barnet | | ✓ | | ✓ | ✓ Income Support/ Working Families Tax Credit | ✓ Carers Allowance | ✓ Housing benefit |
| Haringey* | ✓(1) | ✓(2) | ✓(2) | ✓(2&3) ESA/ or ETE | ✓(3) Income Support/ Working Tax Credit | ✓(2) Carers Allowance/ SDA/DLA/AA (includes Carer) | ✓(3) Housing benefit |

* Specifies residents only; ** requires joining the Better 55+ club and small annual payment
 1 - Only children of parents who qualify for Choice Advantage Plus; 2 - Choice Advantage Plus; 3 - Choice Advantage
 ESA - Employment and Support Allowance; ETE – Education, Training and Employment (Homelessness)
 SDA -Severe Disability Allowance; DLA - Disability Living Allowance; AA - Attendance Allowance

Concessionary Policy Key Learning

- An effective concessionary policy sees concessionary rates targeted to attract specific users at reasonable rates that take into account costs and ability to pay.
- It is for this reason that concessionary rates for activities do vary widely across neighbouring authorities and why local authorities continue to fine tune their policies in line with local need.
- A well-designed concessionary scheme should target specific use by specific user groups and needs to be tracked to ensure it is having its intended impact.
- In this report we highlight where concessionary rates may be designed more effectively to encourage more people to take part in activity either as individuals or as families.
- We also found evidence where neighbouring authorities are continuing to refine their approach to concessions by applying more targeted interventions to encourage participation from certain groups. This may be an approach which the City Corporation may wish consider to ensure its own concessionary policy continues to remain relevant and appropriate.

6. Conclusion

- 6.1 A review of prices and the approach to fees and charging policy has been undertaken that involved benchmarking with a number of neighbouring boroughs and with facilities considered similar in nature to the those available at Hampstead Heath, Highgate Wood and Queen's Park.
- 6.2 The overall quality of services and facilities has been considered to remain good and where the mix of price/quality has been disconnected, a number of opportunities to increase participation and revenue as well as a series of improvements to existing systems and approaches have been suggested.

Current benchmarking has demonstrated that existing prices are still, in some areas lower than the comparators with a number of recommendations suggesting the need to raise prices above the level of inflation to align with others in the benchmark.

- 6.3 In recognising the need to balance both financial and social objectives, the report includes a number of opportunities to extend and refine the current approach to concessionary pricing to ensure it remains relevant.
- 6.4 The report provides an up-to-date assessment of the current range of fees and charges levied by a range of comparators and set against a backdrop of continuing challenges in local authority budgets, outsourcing and partnership working and the development of mobile booking and e-marketing infrastructure to support service delivery.
- 6.5 A series of recommendations are set out at Table 1 for consideration.

Appendix 1 - Competitor Prices (provided as a separate excel document)

Appendix 2 - Third Party Providers

Offering online pitch bookings

The London Playing Fields Foundation – www.lpff.org.uk

Openplay - www.openplay.co.uk

Playfinder – www.playfinder.com/london

PlayFootball - www.playfootball.net

Enfield Council – <https://book.enfieldgov.uk/Sports.Live/>

Operators offering on-line booking options for athletics, swimming and tennis

Fusion Lifestyle; www.fusion-lifestyle.com

Better (GLL); <https://better.org.uk>

Places for People; <https://www.placesleisure.org>

Everyone Active; www.everyoneactive.com

Enable – <https://online.enablelc.org>

Will to Win (<https://willtowin.co.uk>)

Clubspark (<https://clubspark.lta.org.uk>)

All Star (<https://allstaruser.sportserve.net>)

LBRUT – www.richmond.gov.uk

Hackney Tennis – <https://hackneytennis.co.uk>

Temple Fortune Club – tennis <https://servingwinners.co.uk>

Lee Valley <https://www.visitleevalleyorg.uk>

[Open water – NOWCA - About NOWCA - NOWCA - Official website](#)

Pitch and Putt

<https://puttinthepark.com/>

Athletics

Norman Park Athletics track <https://nptm.co.uk>

Leisure Management Software Providers

Legend - <https://www.legendware.co.uk>

Gladstone - <https://www.gladstonesoftware.co.uk>

Appendix 3 – Archive Search using <https://archive.org/web>

Brockwell Lido

<https://web.archive.org/web/20190502105315/https://www.fusion-lifestyle.com/centres/brockwell-lido/memberships/price-list/>

Park Road Pools

[Price List - Park Road Pools & Fitness \(archive.org\)](#)

Summary of Search - Lidos

| | |
|---|--|
| Park Road (Fusion) | Captured data |
| London Fields (Better) | Not found last archive date GLL 2016 |
| Brockwell Park (Fusion) | Captured data |
| Charlton Lido (Better) | Not found last archive date GLL 2016 |
| Pools on the Park (Local Trust), Richmond | Not found |
| Tooting Bec (Places) | Information on South London Swimming Club Membership fees only |
| Finchley Lido (Better) | Not found last archive date GLL 2016 |

Disclaimer

Although the information in this report has been prepared in good faith, with the best intentions, on the basis of professional research and information made available to us at the time of the study, it is not possible to guarantee the financial estimates or forecasts contained within this report.

Max Associates cannot be held liable to any party for any direct or indirect losses, financial or otherwise, associated with any information provided within this report. We have relied in a number of areas on information provided by the client and have not undertaken additional independent verification of this data.

This page is intentionally left blank

Agenda Item 8

| | |
|---|-------------------------------------|
| Committee(s) | Dated: |
| Hampstead Heath Consultative Committee Hampstead Heath, Highgate Wood and Queens Park Management Committee | 25 January 2021 24 February 2021 |
| Subject: CWP 2021/22 Updated Bid Report | Public |
| Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly? | 1,2,4 and 12 |
| Does this proposal require extra revenue and/or capital spending? | N |
| If so, how much? | £0 |
| What is the source of Funding? | N/A |
| Has this Funding Source been agreed with the Chamberlain's Department? | N/A |
| Report of: City Surveyor | For Information |
| Report author: Alison Bunn – Head of Facilities Management | |

Summary

In July 2020 details of the proposed Cyclical Works Programme (CWP) bid list for 21/22 were presented to this committee. The report detailed the proposed bid for the properties within your Committee's remit. Since that report was presented and considering the Covid-19 pandemic a review has been undertaken of the CWP bid for 21/22 and it has been reduced. Only Health & Safety related projects will now be undertaken in 21/22 which has reduced the overall CWP bid list down from £12m to £4m, this reduction allows for the City to make savings to help its immediate financial pressures and for the project delivery team to catch up after a period of non-activity at the start of the Covid-19 pandemic and lockdown.

This report sets out the details of projects which will now be undertaken in 21/22 and details of the projects that will be delivered within that year which form part of the previous year's programmes.

In addition, the Chairman of Corporate Asset Sub Committee requested that Officers review the current CWP approach and whether it requires updating after 4 years in operation. This exercise has been undertaken and the findings presented to Corporate Asset Sub Committee on the 15th September 2020, these proposals were approved and therefore this report also sets out the main changes to how the CWP will operate and be delivered in year 22/23 onwards.

Recommendation(s)

Members are asked to:

- Note the contents of this report

Main Report

Current Position

1. At Corporate Asset Sub Committee on the 15th September 2020 they approved a reduced CWP bid for 21/22 to allow for works delayed due to Covid-19 to be brought back on schedule and for the new CWP approach to be implemented for year 22/23.
2. Since then Officers in City Surveyor's and Open Spaces have been working to identify any further projects which need to take place in 21/22 and cannot be deferred. The details below highlight the projects that will now proceed across the Open Spaces portfolio.
3. The headlines for all Open Spaces are:

| Total Original 21/22 CWP Bid | Revised 21/22 CWP Bid | Project Delivery 21/22 |
|------------------------------|-----------------------|------------------------|
| £1,596,800 | £434,000 | £1,131,473 |

4. As a result, the following works for Open Spaces will be undertaken in 21/22:

City Cash – Total Value £374,0000

| Location | Property | Project Title | Budget cost |
|----------------|---------------------------------------|----------------------------------|-------------|
| Epping Forest | The Obelisk, Warren Field, The Warren | DECORATION & LIMEWASH | £2,500 |
| Epping Forest | Queen Elizabeth Hunting Lodge | EXTERNAL LIMEWASH & OVERHAUL | £25,000 |
| Epping Forest | Queen Elizabeth Hunting Lodge | INFILL PANELS LIME DAUB OVERHAUL | £6,000 |
| Keats House | Keats House | SECURITY ALARM REPLACEMENT | £15,000 |
| 10 Keats Grove | 10 Keats Grove | SECURITY ALARM REPLACEMENT | £15,000 |
| The Monument | The Monument | SECURITY ALARM REPLACEMENT | £1,500 |
| 10 Keats Grove | 10 Keats Grove | FIRE ALARM REPLACEMENT | £15,000 |
| Keats House | Keats House | Keats House CCTV Replacement | £14,500 |

| | | | |
|-----------------|------------------------------|---|----------|
| Open Spaces | Bunhill Fields Burial Ground | MEMORIALS BREAKDOWN | £30,000 |
| Open Spaces | Bunhill Fields Burial Ground | MEMORIALS CONSERVATION | £125,000 |
| Open Spaces | Bunhill Fields Burial Ground | NOTABLE MEMORIALS OVERHAUL | £15,000 |
| Hampstead Heath | Lido Buildings | SHOWER & TOILET REFURBISHMENT (MALE & FEMALE) | £14,000 |
| Hampstead Heath | Lido Buildings | PA SYSTEM REPLACEMENT | £7,000 |
| Hampstead Heath | Lido Buildings | CABLE RATIONALISATION | £3,500 |
| Hampstead Heath | Mixed Bathing Pond | SEWAGE PUMPS AND CONTROL GEAR REPLACEMENT | £25,000 |
| Hampstead Heath | Mixed Bathing Pond | FENCING REPLACEMENT | £20,000 |
| Hampstead Heath | Traditional Playground | PADDLING POOL REPLACEMENT | £40,000 |

City Fund – Total Value £60,000

| Location | Property | Project Title | Budget cost |
|----------------------------|--------------------|---------------------------|-------------|
| CoL Cemetery & Crematorium | Modern Crematorium | CREMATOR No. 1 REFRACTORY | £60,000 |

5. The overall provisional CWP 21/22 bid for Open Spaces was £1,596,800 this is therefore a significant reduction in this amount.
6. Only projects with the highest health and safety score have been put forward in the bid list for 21/22 and it is expected that they will be delivered within that year.
7. Appendix A includes a list of all projects put forward for the original 21/22 bid and are now deferred. This is broken down into each area of Open Spaces.
8. Any projects not funded will be moved to the bid list for 22/23 and with the new CWP approach approved by Member's there is commitment to fund and deliver all projects within the bid list which is put forward.
9. Whilst only a reduced bid is agreed for 21/22, there are already c.265 projects to Open Spaces which have already received funding with a combined value of c.£4.2million. These will be delivered through the usual CWP process over the next 3-4 years. The delivery of all CWP programmes is being smoothed

over 4 years rather than the traditional 3 years, this is to assist in the overall financial forecasts of the City.

These projects are:

| | |
|---|---------|
| Merlewood Est Office Landlords Lighting Power Rewire | 12,000 |
| Epping Forest Museum CCTV Replacement | 2,500 |
| Epping Forest 1 Keepers Lodge Landlord Lighting Power Rewire | 6,000 |
| Epping Forest 2 East Lodge Warren Landlords Lightings Power Rewire | 6,000 |
| Epping Forest 2 Keepers Lodge Wanstead Park Landlords Lighting Power Rewire | 6,000 |
| Epping Forest 46 The Plain Landlords Lightings Power Rewire | 6,000 |
| Epping Forest Info Centre Security Alarm Replacement | 2,000 |
| Epping Forest The Warren Office Access Control System Replacement | 7,000 |
| West Ham Park Boundary Fence Wall Decorations to Gates Railing Inside Park | 33,500 |
| West Ham Park Vehicle Shed Refurbishment | 78,574 |
| Bunhill Fields Burial Garden Brickwork Overhaul to Boundary Wall | 9,100 |
| Bunhill Fields Burial Signage Replacement | 10,000 |
| Bunhill Fields Fence Decoration Around Graves | 18,000 |
| Bunhill Fields Fence Decoration Around Memorials | 2,500 |
| Bunhill Fields Paving Overhaul | 6,000 |
| Bunhill Fields Railings Decorations External | 17,349 |
| Golders Hill Park 1 2 Golders Hill External Decorations | 1,593 |
| Golders Hill Park 1 2 Golders Hill House Kitchen Refurbishment | 10,000 |
| Golders Hill Park 1 2 Golders Hill House Windows Replacement | 11,000 |
| Hampstead Heath General/Infrastructure Drainage Survey | 89,061 |
| West Heath Pergola Strengthening | 25,000 |
| Crem Fitters Workshop Walls repointing / overhaul | 10,000 |
| Crem Haywood Centre Roof replacement | 125,000 |
| Crem Main Entrance lighting replacement | 15,000 |
| Crem Staff kitchen refurbishment | 4,000 |
| Crem Staff shower room refurbishment | 9,500 |

| | |
|--|--------|
| Highgate Wood Education Hut Photovoltaic Cells Condition Refurbishment | 3,000 |
| Epping Forest Mains Water Replacement | 36,000 |
| Epping Forest The Warren Office Electric Gates Replacement | 24,000 |
| Epping Forest Museum Store Fire Alarm Replacement | 12,000 |
| Open Spaces Bunhill Fields Brick Structures Remedial Works | 3,500 |
| Golders Hill Park Cafeteria Fire Alarm Replacement | 10,000 |
| Golders Hill Park Cafeteria Electrical Intake Replacement | 8,147 |
| Golders Hill Park Cafeteria Public Toilets Lighting Emergency Lighting Replacement | 5,000 |
| Queens Park Toilet Block Refurbishment | 35,000 |
| West Heath Pergola Engineer to Monitor Structures | 2,500 |
| Open Spaces Garden Churchyard Paved Areas | 7,643 |

| | |
|---|---------|
| Cemetery Crematorium Various Cess Pit Survey | 19,946 |
| Cemetery Crematorium Modern Crematorium Landlords Lighting Power Rewire | 120,000 |
| Cemetery Crematorium Road Resurfacing | 48,000 |
| Cemetery Crematorium Chapels Modern Crematorium Roof Replacement | 180,000 |
| Cemetery Crematorium Modern Crematorium Roof Replacement | 50,000 |
| Cemetery Crematorium Modern Crematorium Scissor Lift Refurbishment | 3,060 |

| | |
|---|--------|
| Hampstead Heath General Infrastructure Valve Replacement all ponds | 36,000 |
| Parliament Hill Fields General Drainage Overhaul | 40,000 |
| Hampstead Heath Drainage Overhaul general | 50,000 |
| Parliament Hill Fields Hot Water Plant Replacement | 50,000 |
| 10 Keats Grove Fire Alarm Replacement | 15,000 |
| Cemetery Crematorium Main Entrance / Gatehouse/ Parking Area Parking Area Resurfacing | 30,000 |

10. Since the initial writing of this report the UK has moved back into a 3rd National Lockdown on the 4th January 2021. As a consequence, the City owned Open Spaces are seeing a significant increase in footfall and usage of the sites. This has raised concerns about the reduced level of CWP funding in 21/22, therefore after discussions held at a Special Budgetary Meeting of the Hampstead Heath Management Committee on the 7th January 2021, the Superintendent is working with the City Surveyor's Department to develop a list of projects that have now become a Health and Safety risk and require funding either through the 21/22 bid or submitting a bid for the money from the existing savings achieved through currently funded CWP projects.

Moving Forward - New Approach

11. The following are the key changes to the CWP which were approved at Committee on the 15th September 2020:

- Moving to a condition-based maintenance approach through the new Computer Aided Facilities Management (CAFM) system currently being procured and due to be implemented Autumn 2021
- Focus the programme delivery into a single financial year
- Removal of smaller value projects under £10,000 by uplifting the City Surveyor's, DBE's or Barbican's local risk budget respectively (using funds previously earmarked for the CWP) to allow project delivery to focus on the larger scale projects
- Altering the project prioritisation matrix to make it more fit for purpose and a fairer system for all properties
- Smoothing of the already agreed CWP programme to create a '4th' year
- Introduction of 3-5 yearly building condition surveys funded from funds previously earmarked for the CWP

Corporate & Strategic Implications

12. Cyclical Works Programmes set out to deliver three of the key objectives in the Corporate Property Asset Management Strategy.

- SO.1 – Operational assets remain in a good, safe and statutory compliant condition.
- SO.2 – Operational assets are fit for purpose and meet service delivery needs.
- SO.3 – Capital and supplementary revenue programmes are affordable, sustainable and prudent and that the limited available resources are directed to the highest corporate priorities.

Conclusion

13. This report is to update Members on the reduced CWP 21/22 bid for Open Spaces and explain the new approach for the CWP which will be adopted from year 22/23 onwards which has been approved by the Corporate Asset Sub Committee.

Report author

Alison Bunn
Head of Facilities Management
Operations Group – City Surveyors Department

E: alison.bunn@cityoflondon.gov.uk

T: 020 7332 1069

Appendices

- Appendix A – 21.22 CWP Deferred Projects

Appendix A

Original Actual List now on the Deferred List

| Building | Project | Cost |
|-----------------------------------|--|-----------------|
| Equipment Store, Highgate Wood | INSTALLATION OF NEW MANSAFE SYSTEM TO ROOF | 5,000 |
| Equipment Store, Highgate Wood | PHOTOVOLTAIC CELLS CONDITION SURVEY | 3,500 |
| Parliament Hill Fields | RUNNING TRACK COLUMNS RELAMP | 15,000 |
| Parliament Hill Fields | SPACE HEATING REPLACEMENT ATHELTICS TRACK PAVILION COMPLEX | 70,200 |
| 436 A-D Archway Road | FIRE ALARM REPLACEMENT | 2,500 |
| Highgate Wood | HIGHGATE WOOD & QUEENS PARK FABRIC FMP CONDITION SURVEY | 10,000 |
| Hampstead Heath | KENWOOD GENERAL SURVEY | 6,000 |
| Parliament Hill Fields | FIRE ALARM REPLACEMENT LIDO INFORMATION CENTRE | 36,100 |
| Lido Buildings Complex | ROLLER SHUTTER REPLACEMENT (8 No.) | 15,500 |
| Athletics' Track Pavilion Complex | CABLE RATIONALISATION | 3,500 |
| Mixed Bathing Pond Complex | FENCING REPLACEMENT | 20,000 |
| | Total | £187,300 |

Reserve List

| Building | Project | Cost |
|---------------------------|--|-------------|
| General | WATER MAINS & DRAINS REPLACEMENT | 15,000 |
| Staff Yard Complex | LIGHTING (INCL EMERGENCY LIGHTING) REPLACEMENT (STAFF BOTHY) | 20,500 |
| Staff Yard Complex | LIGHTING (INCL EMERGENCY LIGHTING) REPLACEMENT (STAFF OFFICE) | 25,000 |
| Staff Yard Complex | LIGHTING (INCL EMERGENCY LIGHTING) REPLACEMENT (WORKSHOP/STORES) | 25,000 |
| Shelter and Garages | LIGHTING REPLACEMENT | 3,000 |
| Staff Yard Complex | WINDOWS REPLACEMENT | 30,000 |
| 1 & 2 Golders Hill Houses | BRICKWORK REPOINTING | 3,500 |

| | | |
|---------------------------------|--|--------|
| Cafeteria and Public Toilets | FLOORING REPLACEMENT (TOILETS) | 7,000 |
| Cafeteria and Public Toilets | WINDOWS REPLACEMENT (TOILETS) | 15,000 |
| Zoo Shelter and Toilets | FLOORING REPLACEMENT | 7,000 |
| Bandstand | FLOORING REPLACEMENT (SURFACE COVERING) | 6,000 |
| Shelter and Garages | LANDLORDS LIGHTING & POWER REWIRE | 5,000 |
| Zoo Shelter and Toilets | EXTERNAL DECORATIONS | 3,000 |
| Deer Shelters and Huts | EXTERNAL DECORATIONS | 2,500 |
| Staff Yard Complex | INTERNAL DECORATIONS (MAIN OFFICE & STORES) | 5,000 |
| Zoo Shelter and Toilets | INTERNAL DECORATIONS | 2,000 |
| Tennis Booking Hut and Shelter | INTERNAL DECORATIONS | 2,000 |
| Tennis Shelters (3 No.) | DECORATIONS | 2,500 |
| Shelter and Garages | DECORATIONS | 2,500 |
| Bushwood Lodge, Bush Road | ROOF INSULATION REPLACEMENT | 2,000 |
| Adventure Playground Building | ROOF SURVEY | 2,500 |
| Mens Bathing Changing Enclosure | SEWAGE PUMP REPLACEMENT | 25,000 |
| Mens Bathing Lifeguards Hut | ROOF REPLACEMENT | 3,000 |
| Mens Bathing Lifeguards Hut | ELECTRIC & WATER HEATER REPLACEMENT | 1,500 |
| General | VENTILATION AND EXTRACTION SYSTEM REPLACEMENT (LODGES) | 3,500 |
| Toilet Block, Incl. Mess Room | SEWAGE PUMP & TANK REPLACEMENT | 25,000 |
| 1 Sheppard Cottage | ROOF REPLACEMENT | 15,000 |
| 2 Sheppard Cottage | ROOF REPLACEMENT | 15,000 |
| Highgate Ponds | ROOF REPLACEMENT | 5,000 |
| 1 Sheppard Cottage | BOILER REPLACEMENT | 5,000 |
| The Lodge | RADIATOR REPLACEMENT | 5,000 |
| 1 Coronation Cottage | ROOF REPLACEMENT | 14,500 |
| 2 Coronation Cottage | ROOF REPLACEMENT | 16,500 |
| Parliament Hill Fields | HOT WATER BOILER REPLACEMENT SINKS | 8,500 |
| Parliament Hill Fields | UNDERGROUND FUEL TANK REPLACEMENT - STAFF YARD COMPLEX | 72,000 |
| General/Infrastructure | FOOTPATH OVERHAUL | 40,000 |
| General | PATH RESURFACING | 25,000 |
| General | FOOTPATH RESURFACING | 30,000 |

| | | |
|---------------------------------|--|--------|
| General | SCORER'S HUT REFURBISHMENT | 10,000 |
| General/Infrastructure | FENCING OVERHAUL | 30,000 |
| General/Infrastructure | LODGE GARDEN PAVING & FENCING OVERHAUL | 3,500 |
| Heathfield House Complex | DRAINAGE OVERHAUL | 30,000 |
| General | SURVEY - GENERAL | 7,000 |
| Mens Bathing Life Buoys | LIGHTING REPLACEMENT | 3,000 |
| General | FENCING OVERHAUL & DECORATIONS | 5,000 |
| General Infrastructure | MAIN WATER SUPPLY PIPEWORK REPLACEMENT | 20,000 |
| General | FENCING REPLACEMENT & DECORATION | 7,000 |
| The Lodge | RAINWATER GOODS OVERHAUL | 1,500 |
| 1 Hornbeam Cottage | RAINWATER GOODS REPLACEMENT | 3,000 |
| 2 Coronation Cottage | KITCHEN REFURBISHMENT | 15,000 |
| 1 Sheppard Cottage | KITCHEN REFURBISHMENT | 7,000 |
| 1 Sheppard Cottage | RAINWATER GOODS REPLACEMENT | 3,000 |
| Golders Hill Park | WATER MAINS AND DRAINS REPLACEMENT | 12,000 |
| Highgate Ponds | DRAINAGE OVERHAUL | 50,000 |
| Mens Bathing Life Buoys | FLOORING REPLACEMENT | 6,000 |
| Millfield Lane Toilets | FLOORING REPLACEMENT | 7,000 |
| Equipment Store, Highgate Wood | LANDLORDS LIGHTING & POWER REWIRE | 1,500 |
| 1 Sheppard Cottage | TIMBER TREATMENT | 3,000 |
| Mens Bathing Changing Enclosure | EXTERNAL & INTERNAL DECORATIONS | 15,000 |
| Mens Bathing Lifeguards Hut | EXTERNAL & INTERNAL DECORATIONS | 3,500 |
| Mens Bathing Pond Toilets | EXTERNAL DECORATIONS | 3,000 |
| Mixed Bathing Pond Complex | EXTERNAL DECORATIONS | 8,500 |
| General | CORPORATE IMAGE BOARDS REPLACEMENT | 6,000 |
| The Pavilion | EXTERNAL DECORATIONS | 5,000 |
| Equipment Store, Highgate Wood | EXTERNAL DECORATIONS | 3,500 |
| 1 Hornbeam Cottage | EXTERNAL DECORATIONS | 7,000 |
| 1 Coronation Cottage | EXTERNAL DECORATIONS | 4,000 |
| 2 Coronation Cottage | EXTERNAL DECORATIONS | 4,000 |
| 1 Sheppard Cottage | EXTERNAL DECORATIONS | 3,000 |
| 2 Sheppard Cottage | EXTERNAL DECORATIONS | 3,000 |
| Mens Bathing Life Buoys | INTERNAL DECORATIONS | 3,500 |

| | | |
|---------------------------------|---|--------|
| Mens Bathing Pond Toilets | INTERNAL DECORATIONS | 1,500 |
| Mixed Bathing Pond Complex | INTERNAL DECORATIONS | 1,500 |
| The Pavilion | INTERNAL DECORATIONS (EXCLUDES CAFE) | 5,000 |
| Hill Garden 'The Shelter' | STONE STAIRCASE TO SHELTER OVERHAUL | 20,000 |
| Nursery Cottage | SECURITY ALARM REPLACEMENT | 6,000 |
| General | FENCING OVERHAUL & REDECORATIONS | 25,000 |
| Bothy Building | RAINWATER GOODS REPLACEMENT | 3,000 |
| Kenwood Yard | LIGHTING REPLACEMENT | 6,000 |
| General | KENWOOD NURSERY - WALL REPAIRS | 30,000 |
| Bothy Building | STONE COPINGS REPLACEMENT | 15,000 |
| Constabulary Building | CCTV REPLACEMENT | 15,000 |
| Handyman's Workshop and Stores | EXTERNAL DECORATIONS | 6,000 |
| Ladies Bathing Pond Building | EXTERNAL DECORATION | 15,000 |
| General | GATES DECORATION | 5,000 |
| Lido Buildings Complex | DECORATIONS (LIDO) | 15,000 |
| Heathfield House Complex | RADIATORS REPLACEMENT | 15,000 |
| Meadow Lodge | RADIATORS REPLACEMENT | 3,000 |
| Lido Buildings Complex | BOOSTER SET REPLACEMENT (POOLSIDE) | 5,000 |
| One O'Clock Club Building | ROOF SURVEY | 2,500 |
| Hill Garden 'The Shelter' | WALLS RENDERING & REDECORATION | 15,000 |
| Staff Yard and Changing Rooms | PUMPING STATION SURFACE WATER PUMPS REPLACEMENT | 15,000 |
| Mess Room and Stores | ELECTRIC STORAGE HEATING REPLACEMENT | 3,000 |
| General | PATH RESURFACING | 25,000 |
| Bowling Green Mens Pavilion | PAVING OVERHAUL | 3,500 |
| Traditional Playground Building | RETAINING WALL OVERHAUL | 15,000 |
| General | FOOTPATH RESURFACING | 15,000 |
| Meadow Lodge | KITCHEN REFURBISHMENT | 7,000 |
| Tennis Courts and 3 Shelters | FENCING OVERHAUL & REPLACEMENT | 15,000 |
| Lido Buildings Complex | FENCE OVERHAUL | 2,000 |
| One O'Clock Club Building | FENCING REPLACEMENT | 15,000 |

| | | |
|--|---|--------|
| One O'Clock Club Building | EMERGENCY LIGHTING REPLACEMENT | 5,000 |
| One O'Clock Club Building | LIGHTING REPLACEMENT | 5,000 |
| Adventure Playground Building | LIGHTING REPLACEMENT | 5,000 |
| Athletics' Track Pavilion Complex | FENCING DECORATION | 10,000 |
| Football Changing Rooms & RSPB Project Centre "The Hive" | FENCING REPLACEMENT | 3,500 |
| General | FENCING OVERHAUL | 7,000 |
| Staff Yard and Changing Rooms | RAINWATER GOODS OVERHAUL | 15,000 |
| Cafeteria & Park Office | TOILET REFURBISHMENT (PARK OFFICE) | 3,000 |
| The Lodge, Kingswood Avenue | KITCHEN REFURBISHMENT | 20,000 |
| The Lodge, Kingswood Avenue | RAINWATER GOODS REPLACEMENT | 2,500 |
| Staff Yard Building Complex | LIGHTING & SMALL POWER REPLACEMENT | 30,000 |
| Staff Yard Building Complex | CCTV REPLACEMENT | 15,000 |
| Staff Yard Building Complex | ROLLER SHUTTERS REPLACEMENT | 15,000 |
| Meadow Lodge | LANDLORDS LIGHTING & POWER REWIRE | 20,000 |
| Cafeteria | ROLLER SHUTTER OVERHAUL | 3,500 |
| PH-Bandstand | LANDLORDS LIGHTING & POWER REWIRE | 3,000 |
| Lido Buildings Complex | PERIMETER WALL REPOINTING OVERHAUL | 7,000 |
| Lido Buildings Complex | LANDLORDS LIGHTING & POWER REWIRE | 30,000 |
| One O'Clock Club Building | WINDOWS & DOORS OVERHAUL | 6,000 |
| One O'Clock Club Building | CCTV REPLACEMENT | 5,000 |
| One O'Clock Club Building | LANDLORDS LIGHTING & POWER REWIRE | 7,000 |
| Traditional Playground Building | WINDOWS OVERHAUL | 6,000 |
| Traditional Playground Building | CCTV REPLACEMENT | 5,000 |
| Athletics' Track Pavilion Complex | FIRST AID HUT FLOORING REPLACEMENT | 3,000 |
| Athletics' Track Pavilion Complex | CCTV REPLACEMENT | 20,000 |
| Staff Yard and Changing Rooms | WINDOWS REPLACEMENT (BOTHY-HEATH EXTENSION) | 6,000 |

| | | |
|---|---|--------|
| Public Toilets and Store | ROLLER SHUTTERS OVERHAUL | 2,000 |
| Bandstand, Queens Park | LANDLORDS LIGHTING & POWER REWIRE | 1,500 |
| The Lodge, Kingswood Avenue | WINDOWS REPLACEMENT | 20,000 |
| Queen`s Park | BANDSTAND - FLOORING REPLACEMENT | 6,000 |
| One O'Clock Club Building | TOILET REFURBISHMENT | 25,000 |
| Adventure Playground Building | TOILET REFURBISHMENT | 25,000 |
| Athletics' Track Pavilion Complex | FIRST AID HUT EXTERNAL DECORATIONS | 3,500 |
| Athletics' Track Pavilion Complex | GARAGE STORE LIGHTING REPLACEMENT | 1,500 |
| Staff Yard Building Complex | TOILET REFUBISHMENT (STAFF BOTHY & OFFICES) | 15,000 |
| Athletics' Track Pavilion Complex | EXTERNAL DECORATIONS | 7,000 |
| Athletics' Track Pavilion Complex | FIRST AID HUT INTERNAL DECORATIONS | 1,500 |
| Staff Yard and Changing Rooms | EXTERNAL DECORATIONS | 7,000 |
| General | CORPORATE IMAGE BOARDS DECORATION | 3,000 |
| Staff Yard Building Complex | INTERNAL DECORATIONS | 15,000 |
| Athletics' Track Pavilion Complex | GARAGE STORE EXTERNAL DECORATIONS | 2,000 |
| Staff Yard and Changing Rooms | INTERNAL DECORATIONS | 50,500 |
| Staff Yard and Changing Rooms | INTERNAL DECORATIONS | 15,000 |
| Pergola Structure (Belvedere Structure and Store), Hill Garden Area | PERGOLA - BRICKWORK OVERHAUL & SURVEY | 60,000 |
| Pergola Structure (Belvedere Structure and Store), Hill Garden Area | PERGOLA - ENGINEER TO MONITOR TIMBER STRUCTURES | 5,000 |
| Pergola Structure (Belvedere Structure and Store), Hill Garden Area | PERGOLA - FENCING & RAILINGS OVERHAUL | 25,000 |
| Pergola Structure (Belvedere Structure and Store), Hill Garden Area | PERGOLA - HEALTH & SAFETY WORKS CONTINGENCY | 15,000 |
| Pergola Structure (Belvedere Structure and Store), Hill Garden Area | PERGOLA - PAVING OVERHAUL | 25,000 |

| | | |
|---|---|-------------------|
| Pergola Structure (Belvedere Structure and Store), Hill Garden Area | PERGOLA - REPOINTING | 15,000 |
| Pergola Structure (Belvedere Structure and Store), Hill Garden Area | PERGOLA - SECTION 1 GROUND LEVEL WALKWAY OVERHAUL | 30,000 |
| Pergola Structure (Belvedere Structure and Store), Hill Garden Area | PERGOLA - STAIRCASE OVERHAUL | 30,000 |
| Pergola Structure (Belvedere Structure and Store), Hill Garden Area | PERGOLA - STRENGTHENING WORKS | 15,000 |
| Pergola Structure (Belvedere Structure and Store), Hill Garden Area | PERGOLA SURVEY & STORES OVERHAUL | 15,000 |
| Pergola Structure (Belvedere Structure and Store), Hill Garden Area | STORE - DECORATIONS TO BELVEDERE STRUCTURE ENTRANCE & LOBBY | 5,000 |
| Pergola Structure (Belvedere Structure and Store), Hill Garden Area | TARMAC PATH TO BELVEDERE AREA SURVEY & OVERHAUL | 75,000 |
| Pergola Structure (Belvedere Structure and Store), Hill Garden Area | HILL GARDEN BOUNDARY WALL OVERHAUL | 15,000 |
| Kenwood Yard | SEWAGE PUMPING STATION REPLACEMENT | 25,000 |
| General | SURVEY - DRAINAGE | 15,000 |
| Public Toilets | WINDOWS REPLACEMENT | 40,000 |
| The Round House East Heath | EXTERNAL DECORATIONS | 2,500 |
| General | SIGNS REPLACEMENT | 20,000 |
| Hill Garden 'The Shelter' | INTERNAL DECORATIONS | 3,500 |
| | Total | £2,008,000 |

This page is intentionally left blank