



## Epping Forest Consultative Committee

**Date:** WEDNESDAY, 16 JUNE 2021  
**Time:** 7.00 pm  
**Venue:** PUBLIC MEETING (ACCESSIBLE REMOTELY)

**Members:** Graeme Doshi-Smith (Chairman)  
Benjamin Murphy (Deputy Chairman)  
Judith Adams, Epping Forest Heritage Trust  
Gill James, Friends of Wanstead Parklands  
Elizabeth Burn, Theydon Bois & District Rural Preservation Society  
Susan Creevy, Loughton Residents Association  
Louise Davies, Historic England  
Matthew Frith, London Wildlife Trust  
Valerie Jones, West Essex Ramblers  
Tim Harris, WREN Wildlife & Conservation Group  
Andy Irvine, Bushwood Area Residents Association  
George Lund, Epping Forrest Transport Action Group  
Deborah Morris, Epping Forest Forum  
Deborah Mackie, Lee Valley Youth Cycling Club  
Gordon Turpin, Highams Park Planning Group (inc Snedders)  
Tim Wright, Orion Harriers  
Carol Pummell, Epping Forest Riders Association  
Steve Williamson, Royal Epping Forest Golf Club  
Robert Smith, Butterfly Conservation Cambridgeshire and Essex Branch  
Verderer Paul Morris  
Verderer Michael Chapman DL  
Verderer Nicholas Munday  
Verderer H.H William Kennedy

**Enquiries:** Richard Holt  
richard.holt@cityoflondon.gov.uk

### Accessing the virtual public meeting

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

<https://www.youtube.com/watch?v=fUIUD4CsjiQ>

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

3. **MINUTES**

To agree the draft minutes of the Epping Forest Consultative Committee held on the 10<sup>th</sup> of February 2021.

**For Decision**  
(Pages 5 - 10)

4. **MINUTES OF THE EPPING FOREST & COMMONS COMMITTEE**

To note the minutes of the Epping Forest and Commons Committee meeting on 10<sup>th</sup> of May 2021.

**For Information**  
(Pages 11 - 20)

5. **EPPING FOREST - SUPERINTENDENT'S UPDATE FOR FEBRUARY TO MARCH 2021 (SEF 19/21)**

Report of the Director of Open Spaces.

**For Information**  
(Pages 21 - 38)

6. **CHINGFORD INDIVIDUAL SITE PLAN (SEF 26/21)**

Report of the Director of Open Spaces.

**For Information**  
(Pages 39 - 112)

7. **COPPED HALL PARKLAND MANAGEMENT PLAN (SEF 27/21)**

Report of the Director of Open Spaces.

**For Information**  
(Pages 113 - 148)

8. **WANSTEAD PARK PERMISSIVE CYCLING EXTENSION (SEF 28/21)**

Report of the Director of Open Spaces.

**For Information**

(Pages 149 - 184)

9. **TRUSTEES ANNUAL REPORT & FINANCIAL STATEMENTS 2019/20 - EPPING FOREST**

Joint report of the Chamberlain and Director of Open Spaces.

**For Information**  
(Pages 185 - 224)

10. **QUESTIONS**

11. **ANY OTHER BUSINESS**

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## **EPHING FOREST CONSULTATIVE COMMITTEE**

**Wednesday, 10 February 2021**

**Minutes of the meeting of the Epping Forest Consultative Committee held remotely at 7.00 pm**

### **Present**

#### **Members:**

Graeme Doshi-Smith (Chairman)	Deborah Morris, Epping Forest Forum
Benjamin Murphy (Deputy Chairman)	Carol Pummell, Epping Forest Riders Association
Caroline Haines	Tim Wright, Orion Harriers
Judith Adams, Epping Forest Heritage Trust	Steve Williamson, Royal Epping Forest Golf Club,
Martin Boyle, Theydon Bois & District Rural Preservation Society	Syliva Watson, Bedford House Community Association
Pippa Bryce, Open Spaces Society (Mark Squire substitute)	Verderer Michael Chapman DL
Susan Creevy, Loughton Residents Association	Verderer Nicholas Munday
Matthew Frith, London Wildlife Trust	Verderer H.H William Kennedy
Tim Harris, Wren Wildlife & Conservation Group	Verderer Paul Morris
Andy Irvine, Bushwood Area Residents Association	

#### **Officers:**

Richard Holt	- Town Clerk's Department
Antoinette Duhaney	- Town Clerk's Department
Colin Buttery	- Director of Open Spaces
Paul Thomson	- Superintendent of Epping Forest
Jeremy Dagley	- Head of Conservation, Epping Forest
Jacqueline Eggleston	- Head of Visitor Services, Epping Forest
Geoff Sinclair	- Head of Operations, Epping Forest
Martin Newnham	- Head Forest Keeper, Epping Forest
Juliane Heinecke	- Epping Forest Team

### **1. APOLOGIES**

Apologies for absence were received from Jill Carter, Robert Levene, Mark Squire and Gordon Turpin.

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

There were no declarations.

3. **MINUTES**

The Committee considered the minutes of the previous meeting of the Epping Forest Consultative Committee held on the 21<sup>st</sup> to October 2020.

A member noted a correction on the spelling of his name.

**RESOLVED-** That the minutes of Epping Forest Consultative Committee meeting held on the 21<sup>st</sup> of October 2020, subject to the correction specified, be approved as an accurate record.

4. **EPPING FOREST - SUPERINTENDENT'S UPDATE FOR OCTOBER TO NOVEMBER 2020 (SEF 01/21)**

The Committee received a report of the Superintendent which summarised the Epping Forest Division's activities across October to November 2020.

**RESOLVED-** That the report be noted.

5. **REVISED TERMS OF REFERENCE FOR EPPING FOREST CONSULTATIVE COMMITTEE (SEF 06/21)**

The Committee received a report of the Director of Open Spaces on the Revised Terms of Reference for the Epping Forest Consultative Committee. The Director of Open Spaces introduced the report and clarified the aims for the revised Terms of Reference. The Chairman noted that a balanced approach would be undertaken to reach the best position but commented that a perfect member composition may be impossible to achieve.

A member suggested that, in future, separate agenda item documents be issued in advance of the main agenda to the Committee, where possible, to allow time for members to share with the groups they represent. In addition, it was suggested that reports be put to the vote by a show of hands and the majority response recorded in the minutes and that committee members be allowed to suggest items of business for discussion. The Chairman responded to this by explaining that the Epping Forest Consultative Committee was a non-decision making body and, therefore, did not vote on the endorsement of items noting that it was evident from the minutes of the meeting the opinion of the members present. Further to this it was noted that specific comments or informal votes against reports would be recorded only on request from the member in question.

Responding to a query from a Committee member the Director of Open Spaces explained that it was not clear the exact format the equality statement would take in the future however it was important that equality considerations are factored into applications for Epping Forest Consultative Committee membership.

**RESOLVED-** That the report be noted.

6. **DEER MANAGEMENT STRATEGY (SEF 07/21)**

The Committee received a report of the Director of Open Spaces on the Deer Management Strategy. The Director of Open Spaces introduced the report and highlighted the requirement to affect an overall reduction in the numbers of deer in Epping Forest due to the damage the animals were causing. In addition, it was noted that the report was due to be considered by the Epping Forest and Commons Committee in March. The Committee commented on the apparent need to manage deer numbers within Epping Forest and thanked Officers for the report.

Responding to a query from a member of the Committee the Director of Open Spaces explained the discrepancy between the numbers of deer listed in the report was due to the distinction between those within the boundary of City of London Corporation land in Epping Forest and the wider locality. In addition, a species by species breakdown and associated effects was provided.

The Committee discussed the need for a succinct public facing document to explain the proposed action on deer population management. Further to this a Committee member offered to work with City of London Corporation staff to publicly fund electronic signage to help with communication.

The Director of Open Spaces, responding to a query from a Committee member, confirmed that options for Officers using body worn cameras would be explored. The Chairman confirmed that the shooting of deer would be untaken in a safe and controlled manner. A Committee member thanked Officers for agreeing not to sub-contract this action noting the increased cost associated.

Responding to a Chairman's invitation to comment on the future of the Deer Sanctuary members of the Committee noted that the site offered a potential for educational and incomer generation opportunities..

**RESOLVED-** That the report be noted.

7. **HIGH BEACH INDIVIDUAL SITE PLAN (SEF 08/21)**

The Committee received a report of the Director of Open Spaces on the High Beach Individual Site Plan (ISP).

The Committee discussed options for engagement with the local community in the High Beach area. It was noted that the parish councils, church and primary school should be included in the consultation process. The Director of Open Spaces confirmed that a more structured approach for engaging with the local community would be explored.

It was noted that resolving the access issues were key to the success of the High Beach ISP. The Director of Open Spaces informed the Committee that a report for consideration by the Epping Forest and Commons Committee on the High Beach ISP would address the issues of access and, in addition, how best to preserve biodiversity.

**RESOLVED-** That the report be noted.

8. **WANSTEAD PARK: WETLAND IMPROVEMENT PROPOSALS**

The Committee received a report of the Director of Open Spaces on the Wanstead Park Wetland Improvement Proposals. It was commented by a number of Members that the report represented a positive approach for the area, but it was noted that water levels, and critically water supply, would remain the central concern.

**RESOLVED-** That the report be noted.

9. **CLIMATE ACTION STRATEGY - OPEN SPACES "CARBON REMOVALS"**

The Committee received a report of the Director of Open Spaces on the Department's contribution to the delivery of the City of London Corporation's Climate Action Strategy (CAS). The Director of Open Spaces introduced the report and highlighted that the aim of the CAS was for the City of London Corporation to achieve carbon neutrality by 2027. It was added the CAS was an exciting opportunity and a flagship project for the City Corporation in which Epping Forest was projected to play a key role.

The Committee noted that it was important that Epping Forest's role in the City Corporation CAS would not affect the stated aims of the Epping Forest Charity. The Director of Open Spaces clarified that the biodiversity maintenance was key to achieving the carbon offset aims of the CAS.

In response to a query from a Committee member the Director of Open Spaces informed the Committee of the scientific reasoning behind the policy and how the City Corporation aspirations and processes effect the CAS. In addition, it was confirmed that the maintenance of biodiversity, as well as the other stated aims of the Epping Forest Charity, would be supported by the CAS noting the importance of monitoring and audit to this process.

**RESOLVED-** That the report be noted.

10. **QUESTIONS**

The Committee received the following questions. A member of the Committee provided a statement from the Loughton Residents Association:

*Referring to Page 17 paragraph 42 of the Superintendent's Report. The Loughton Residents Association does not agree that Natural England approved the Mitigation Strategy for immediate use. Natural England have said that "for air quality mitigation to be fully compliant with relevant case law, the strategy must include specific policy wording that explicitly links the unlocking of development with the Local Plan to the actual delivery of the planned mitigation". The published strategy does not meet this test.*

The Director of Open Spaces responded by confirming that the policy wording would be included in the relevant local plan documentation and would still need to be confirmed to ensure the required policy levers are included to provide the correct levels of mitigation in any development. It was added that a SAC

oversite group would be established to confirm the recipient of the mitigation funds received in regard to future development.

Responding to a question from a Committee member the Director of Open Spaces explained the current position regarding the introduction of Car Park charging noting that the consultation period would last until the 15<sup>th</sup> of February. It was added that a further report for Epping Forest and Commons Committee consideration would include all the required information. In addition, it was confirmed that volunteers would be contacted directly regarding special solutions for car park charging and that specific arrangements for horse carts parking could be discussed further.

**11. ANY OTHER BUSINESS**

There was no urgent business received.

**21:00**

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Chairman

**Contact Officer: Richard Holt**  
**Richard.Holt@cityoflondon.gov.uk**

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## **EPPING FOREST & COMMONS COMMITTEE** **Monday, 10 May 2021**

Minutes of the meeting of the Epping Forest & Commons Committee held remotely  
on Monday, 10 May 2021 at 11.00 am

### **Present**

#### **Members:**

Graeme Doshi-Smith (Chairman)  
Benjamin Murphy (Deputy Chairman)  
Peter Bennett  
Caroline Haines  
Alderman Robert Hughes-Penney  
Gregory Lawrence  
Deputy Edward Lord  
Jeremy Simons  
Verderer Michael Chapman DL  
Verderer H.H William Kennedy  
Verderer Nicholas Munday

#### **Officers:**

Richard Holt	- Town Clerk's Department
Sarah Phillips	- Town Clerk's Department
Mark Jarvis	- Head of Finance, Chamberlain's Department
Bukola Soyombo	- Chamberlain's Department
Charlie Pearce	- Chamberlain's Department
Jeremy Dagley	- Head of Conservation Epping Forest
Jo Hurst	- Business Manager, Epping Forest
Gerry Kiefer	- Business Manager, Open Spaces Department
Jacqueline Eggleston	- Head of Visitor Services (Epping Forest)
Paul Thomson	- Superintendent, Epping Forest
Andy Barnard	- Superintendent, Burnham Beeches, Stoke Common & City Commons
Colin Buttery	- Director of Open Spaces & Heritage

### **1. APOLOGIES**

Apologies were received from Alderman Nicholas Lyons and Verderer Paul Morris.

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

Verderer Michael Chapman made a declaration that he was President of Theydon Bois and District Rural Preservation Society mentioned in Item 12.

Jeremy Simons and Caroline Haines made declarations as members of the Epping Forest Heritage Trust mentioned in Item 12.

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

The Committee received the Order of the Court of Common Council dated 15 April 2021 appointing the Committee and setting its Terms of Reference.

**RESOLVED-** That the Epping Forest and Commons Committee Order of the Court of Common Council be noted.

4. **ELECTION OF CHAIRMAN**

The Committee proceeded to elect a Chairman in accordance with Standing Order No. 29. The Town Clerk informed that Graeme Doshi-Smith, being the only Member expressing their willingness to serve, was duly elected Chairman of the Epping Forest and Commons Committee for the ensuing year and took the Chair for the remainder of the meeting.

**RESOLVED-** That Graeme Doshi-Smith be elected Chairman of the Epping Forest and Commons Committee for the ensuing year.

5. **ELECTION OF DEPUTY CHAIRMAN**

The Committee proceeded to elect a Deputy Chairman in accordance with Standing Order No. 30. The Town Clerk informed that Benjamin Murphy, being the only Member expressing their willingness to serve, was duly elected Deputy Chairman of the Epping Forest and Commons Committee for the ensuing year and took the Chair for the remainder of the meeting.

**RESOLVED-** That Benjamin Murphy be elected Deputy Chairman of the Epping Forest and Commons Committee for the ensuing year.

6. **MINUTES**

The Committee considered the public minutes and non-public summary of the previous meeting of the Epping Forest and Commons Committee held on the 8<sup>th</sup> of March 2021. The Chairman noted that the sentence on item 9 of the minutes needed to be corrected to make clear that the Epping Forest Charity did not receive any funds from local authorities.

The Chairman noted that Sylvia Moys had stepped down from her role on the Court of Common Council and, as a result, from the Epping Forest and Commons Committee. The Chairman added that he would be writing to Ms Moys to thank her for contribution to the work of the Committee and the City of London Corporation.

**RESOLVED-** That the public minutes of the Epping Forest and Commons Committee held on the 8<sup>th</sup> of March, subject to the corrections specified, be approved as an accurate record.

7. **2021/22 COMMITTEE APPOINTMENTS**



The Committee considered a report of the Town Clerk, inviting Members to make their appointments to various Consultative Committees and Groups for 2021/22.

The Committee agreed that the Consultative Committees and Groups would continue with their membership for the previous year with the change of Sylvia Moys no longer serving on the various committees she previously served on and Caroline Haines stepping down from the Epping Forest Consultative Committee.

The Town Clerk informed the Committee that Jeremy Simons was the only Member expressing an interest to be appointed as the local observer on the Open Spaces & City Gardens Committee. Jeremy Simons was therefore approved as the Epping Forest and Commons Committee appointed local observer on the Open Spaces & City Gardens Committee.

**RESOLVED** – That the following appointments be agreed:

**Ashtead Commons Consultation Group**

Graeme Doshi-Smith (Chairman)  
Benjamin Murphy (Deputy Chairman)  
Jeremy Simons

**Burnham Beeches and Stoke Common Consultation Group**

Graeme Doshi-Smith (Chairman)  
Benjamin Murphy (Deputy Chairman)  
Alderman Robert Hughes-Penney

**Coulsdon Commons, West Wickham & Spring Park Consultation Group**

Graeme Doshi-Smith (Chairman)  
Benjamin Murphy (Deputy Chairman)  
Jeremy Simons

**Epping Forest Joint Consultative Committee**

Graeme Doshi-Smith (Chairman)  
Benjamin Murphy (Deputy Chairman)

**Epping Forest Consultative Committee**

Graeme Doshi-Smith (Chairman)  
Benjamin Murphy (Deputy Chairman)  
Verderer Michael Chapman DL  
Verderer Paul Morris  
H.H. Verderer William Kennedy  
Verderer Nicholas Munday

**Epping Forest Management Plan Steering Group**

Graeme Doshi-Smith (Chairman)  
Benjamin Murphy (Deputy Chairman)  
Verderer Michael Chapman DL  
Verderer Paul Morris

H.H. Verderer William Kennedy  
Verderer Nicholas Munday

**Open Spaces and City Gardens Committee Representative**  
Jeremy Simons.

8. **EPPING FOREST AND COMMONS COMMITTEE 2021 DATES**

The Committee received a report of the Town Clerk on the dates for 2021 relating to the Epping Forest and Commons Committee.

A member of the Committee commented that it would be helpful to extend the meeting dates provided into 2022 and that it was important that a variety of sites were visited to ensure appropriate oversight of land under the Committee's responsibility. The Director of Open Spaces informed the Committee that a number of visits have had to be cancelled due to the requirements of the Coronavirus Regulations. the Director hoped that visits would resume once the restrictions had been eased. Responding to a query from a Member of the Committee the Director of Open Spaces confirmed that a date for the Lord Mayor's visit to Burnham Beeches would be established when appropriate.

**RESOLVED-** That the report be noted.

9. **SUPERINTENDENT'S UPDATE**

The Committee received a report of the Director of Open Spaces on the Superintendent's update issues across the nine sites within 'The Commons'.

A Member expressed concern on the abuse of staff mentioned in the report and asked how this abuse had affected staff morale. The Director of Open Spaces replied by explaining that, in general, the morale of staff had shown great resilience in the period effected by COVID-19, but that this would of course be keep under review.

Responding to a Member's query on the visitor numbers to the open spaces the Director of Open Spaces explained that numbers were expected to increase in the summer months and added that the numbers were likely to be higher than they were pre COVID19 pandemic for years to come. The Chairman noted that it was important to establish if any substantive mitigation strategies would be required in relation to the increased visitor numbers. Replying to a question from the Deputy Chairman the Director of Open Spaces explained that the Department would continue to work with local open spaces to discuss the effect of increased visitor numbers.

**RESVOLED-** That the report be noted.

10. **SUPERINTENDENT'S UPDATE**

The Committee received a report of the Director of Open Spaces on the Superintendent's update which summarised the Epping Forest Division's activities across February to March 2021.

A Member commented on the virtual outing to Epping Forest for young unaccompanied refugee minors mentioned in the report and suggested that a similar in person event be considered when possible.

The Committee discussed the issue of increased fly tipping in Epping Forest. The Director of Open Spaces informed the Committee that the Department were working closely with the local authorities in the area and that a number of prosecutions were being placed before the Courts following their reopening. It was commented by a Committee member that they were scheduled to meet with Officers to assist with familiarisation visits by local Magistrates. The Deputy Chairman suggested that a specific metric be developed to measure against for fly tipping in Epping Forest as it was evident that this was a significant issue for the Department.

The Director of Open Spaces, replying to a query from the Deputy Chairman, explained that the term clearance had been used in the report to refer to the removal of waste left by rough sleepers, rather than describing the NSNO process. The Director confirmed that Rough Sleeper numbers had increased due to household sharing restrictions associated with the COVID-19 pandemic. It was added that volunteer litter pickers had been extremely helpful in clearing this waste. Further to this the Chairman noted he and the Deputy Chairman were writing to open spaces staff to thank them for their contribution.

Responding to query from a member of the Committee the Director of Open Spaces informed the Committee that Fixed Term Contract staff were to be recruited, which should improve response to issues presented deer vehicular collisions.

**RESOLVED-** That the report be noted.

**11. EPPING FOREST WORK PROGRAMME 2021/2022**

The Committee considered a report of the Director of Open Spaces on the Epping Forest Work Programme 2021/22.

**RESOLVED-** The annual work programme as summarised in the report be approved.

**12. EPPING FOREST CONSULTATIVE COMMITTEE APPOINTMENTS 2021 TO 2024 (SEF 21/21)**

The Committee considered a report of the Director of Open Spaces on the Epping Forest Consultative Committee appointments 2021 to 2022. The Chairman noted that the correct version of the report was included in the supplementary agenda which the Committee would be considering.

Verderer Michael Chapman made a declaration that he was President of the Theydon Bois and District Rural Preservation Society, which was mentioned in the report and, therefore, decided not to take part in the discussion further beyond raising concerns regarding the report's description of Society's constitution. Jeremy Simons and Caroline Haines made declarations as members of the Epping Forest Heritage Trust.

A Member of the Committee commended the option to co-opt further representatives of certain groups, onto the Epping Forest Consultative Committee to allow those groups to contribute to relevant discussions.

The Committee considered the various organisations which had applied for membership of the Epping Forest Consultative Committee. The Committee agreed with list recommended but to leave the position allocated to heritage organisation vacant to limit the size of the Committee to ensure there is room to co-opt members as appropriate.

The Epping Forest Conservation Volunteers were not appointed as recommended to allow for co-option's. It was decided that the Loughton Residents Association could remain as a member of the Epping Forest Consultative Committee for a restricted period, while alternative measures are considered with regard to the rules on Political Party membership. The Forest Forum was co-opted. With regard to cycling groups representation on the Consultative Committee the Committee agreed that the Four cycling organisations who have applied would be encouraged to choose their representative.

**RESOLVED-** That: -

- I. The applications as explained in the report, and detailed in Appendix 1, were considered and appointed as appropriate under the revised Terms of Reference; and
- II. That thanks be extended to organisations that have applied, particularly those who have attended for the last three years but have been unsuccessful in their application this time around.

**13. COPPED HALL PARKLAND MANAGEMENT PLAN. (SEF 22/21)**

The Committee considered a report of the Director of Open Spaces on the Copped Hall Parkland Management Plan. The Director of Open Spaces noted that there were some challenges regarding the funding of this project and the connections to carbon recovery, public access and carbon recovery.

A Member of the Committee encouraged Officers to be bold in their approach to this project especially regarding the connections to the Climate Action Strategy. In addition, it was commented that a practical management plan and public consultation would be important. The Director of Open Spaces confirmed that a further report with more details on the project would be prepared for consideration by the Committee in July.

**RESOLVED-** That Option 1 to make the PMP publicly available and to allow dialogue with key stakeholders from 11th May 2021 onwards be approved.

**14. EPPING FOREST TRUSTEES ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020**

The Committee received a joint report of the Director of Open Spaces and the Chamberlain. The Chamberlain drew the Committee's attention to the £5.2

million from City's Cash that was provided to the Epping Forest Charity in the previous year.

A Member suggested that the full membership of the Epping Forest and Commons Committee be detailed in future reports to evidence with whom specific responsibility, of the City of London Corporation as the Corporate Trustee, is held.

**RESOLVED-** That the report be noted.

**15. WHIPPS CROSS HOSPITAL DEVELOPMENT : IMMINENT PLANNING APPLICATION.**

Due to the timing of the planning application, the Committee considered a late report of the Director of Open Spaces on the Whipps Cross Hospital Development Imminent Planning Application. The Director of Open Spaces apologies for the lateness of the report and outlined the central elements of the report to the Committee.

The Chairman noted that while he was happy to see a new hospital development in the area and reiterated the Committee's role in protecting Epping Forest. The Deputy Chairman added that there were significant issues with the Development particularly the number of homes which were to be included.

A Committee Member commented that he was happy to delegate authority to the Town Clerk, in consultation with the Chairman and Deputy Chairman, to resolve a way forward on the access issue with Barts Health NHS Trust, but requested that related reports are circulated to the Committee for their views.

**RESOLVED-** That: -

- I. Authority be delegate to the Town Clerk, in consultation with the Chairman and Deputy Chairman, to negotiate and resolve a way forward on the access issue with the Barts Health NHS Trust; and
- II. That the City Solicitor be instructed to provide advice on 'in perpetuity' in relation to SAC Mitigation; and
- III. Authority be delegated to the Town Clerk, in consultation with the Chairman and Deputy Chairman, to continue SAC mitigation negotiations, 'without prejudice' to the planning application response and returning to Committee for approval of any final mitigation package agreed by the parties

**16. DRAFT PUBLIC MINUTES OF THE EPPING FOREST JOINT CONSULTATIVE COMMITTEE HELD ON THE 22ND OF APRIL**

The Committee considered the draft public minutes of the Epping Forest Joint Consultative Committee held on the 22<sup>nd</sup> of April 2021.

**RESOLVED-** That the draft minutes be noted.

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

There were no questions received in the public session.

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

The Chairman requested that a report on the communications policy relating to the City of London Corporation managed open spaces be prepared for the Committee's consideration. The Deputy Chairman commented that the Committee had a specific challenge in presenting a number of complex planning documents in a manner which is publicly accessible, noting that the requisite skills were present in the City of London Corporation, but were not always best utilised to this end. The Director of Open Spaces informed the Committee that the report on communication policies was being worked on and would be prepared for the next meeting of the Committee.

In response to a query from a member of the Committee the Chairman informed the Committee that its future meetings were planned to be held in a hybrid format with Members and Officers able to attend in person or dial-in to the meeting and public discussions being streamed to YouTube. However, it was added that the ability of the Committee to meet, at least partly, in person was dependant on the position regarding social distancing rules.

**19. EXCLUSION OF THE PUBLIC**

**RESOLVED:** That under Section 100A (4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part I of Schedule 12A of the Local Government Act.

**20. NON-PUBLIC MINUTES**

The Committee considered the non-public minutes of the Epping Forest and Commons Committee meeting held on the 8<sup>th</sup> of March 2021.

**RESOLVED-** That the non-public minutes of the Epping Forest and Commons Committee meeting held on the 8<sup>th</sup> of March 2021.

**21. CLIMATE ACTION STRATEGY - CARBON REMOVALS PROJECT (SEF 23/21)**

The Committee considered a report of the Director of Open Spaces on the Climate Action Strategy Carbon Removals Project.

**RESOLVED-** That the report be noted.

**22. WHIPPS CROSS: INITIAL NEGOTIATIONS ON SPECIAL AREA OF CONSERVATION (SAC) AND VEHICULAR ACCESS (SEF 25/21)**

The Committee considered a report of the Director of Open Spaces on the Whipps Cross Hospital Development Imminent Planning Application.

*At 1pm Members agreed to extend the business of the agenda beyond two hours, in accordance with Standing Order 40, in order to conclude the business on the agenda.*

**RESOLVED-** That the report be approved.

**23. DRAFT PUBLIC MINUTES OF THE EPPING FOREST JOINT CONSULTATIVE COMMITTEE HELD ON THE 22ND OF APRIL**

The Committee considered the draft non-public minutes of the Epping Forest Joint Consultative Committee held on the 22<sup>nd</sup> of April 2021.

**RESOLVED-** That the draft minutes be noted.

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

There were two questions received in the non-public session.

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

There were not urgent items considered in the non-public session.

**The meeting ended at 13:27**

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Chairman

**Contact Officer: Richard Holt**  
**Richard.Holt@cityoflondon.gov.uk**

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<b>Committee(s)</b>	<b>Dated:</b>
Epping Forest and Commons	10052021
<b>Subject:</b> Epping Forest - Superintendent's Update for February to March 2021 (SEF 19/21)	<b>Public</b>
<b>Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly?</b>	<b>2, 5, 11 &amp; 12</b>
<b>Does this proposal require extra revenue and/or capital spending?</b>	<b>No</b>
<b>If so, how much?</b>	<b>N/A</b>
<b>What is the source of Funding?</b>	<b>City's Cash Local Risk</b>
<b>Has this Funding Source been agreed with the Chamberlain's Department?</b>	<b>N</b>
<b>Report of:</b> Director of Open Spaces	<b>For Information</b>
<b>Report author:</b> Paul Thomson – Epping Forest	

## Summary

This purpose of this report is to summarise the Epping Forest Division's activities across February to March 2021.

Of particular note was the significant reduction of the in-year deficit resulting from additional COVID-19 costs and the loss of licensing, tenancy and sports charges income; an easing of the heavy rainfall that had dominated much of the winter months; the completion of a Year 1 Project Plan for the Carbon Removals Project; the recording of 300 fungi species in the Forest with 22 species new to the Forest; the successful award of a revised 10-year £1.39 Million Countryside Grant Scheme across 2020-29; successful grant applications by the Rare Breeds Survival Trust to secure £14,904 to fund 50 GPS NoFence™ cattle collars for Epping Forest, Heritage of London Trust grant of £24,000 to secure the Grotto landing stage and £14,053 for the Epping Forest Heritage Trust to promote the Centenary Walk; good progress with the hazardous tree backlog and a major increase to the forward plan due to the advent of Sooty Bark Disease in the Forest; and the award of planning consent for the Birch Hall Park dam safety project.

## Recommendation(s)

Members are asked to:

- Note the report

## Main Report

### Staff and Volunteers

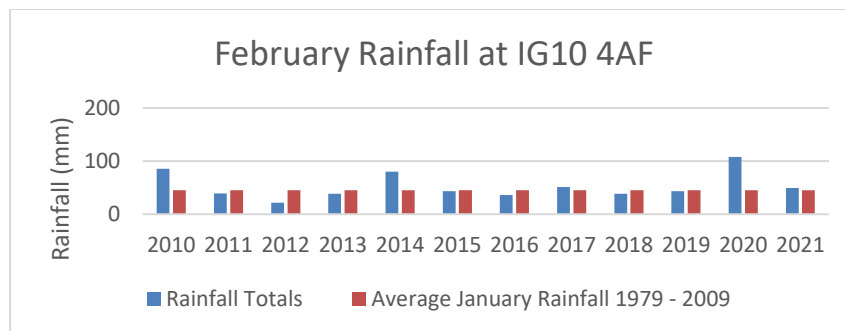
1. A second Senior Keeper commenced work on 11 February 2021 alongside a confirmed Forest Keeper role on 15 February 2021. Reflecting the current TOM recruitment restrictions seven new Casual Forest Keepers joined us on 18 January to cover recent and impending retirements and a resignation.

### Budgets

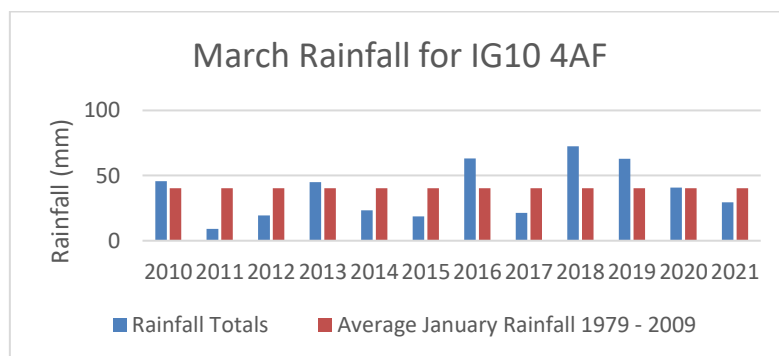
2. At closing of accounts for end of 2020-21 financial year early indications are that Local Risk budgets will be £97,000 overspent. This is due to significantly reduced income and increased demands on some areas of expenditure due to COVID-19 pandemic restrictions and has been reduced from earlier £700,000 overspend predictions by increased income performance; vacancy management; and the cancellation and delay of budgeted projects.

### Weather

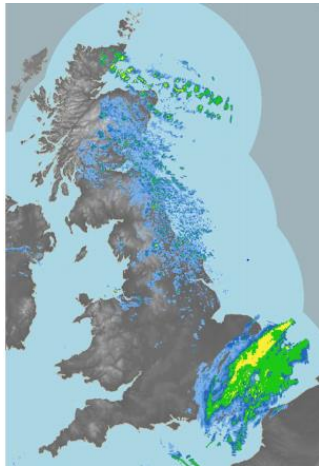
3. Rainfall for February 2021 was very close to the average rainfall seen for February (45.1mm), showing only a 4.3mm increase. There was a total of 20 days of rain, the wettest day being the 4 February with 14.6mm of rainfall.



4. March 2021 rainfall had a total of 29.4mm which was 27% below the average of 40.4mm for this time of year. There was a total of 12 days of rain with the 3 March being the wettest day, seeing 7.8mm of rainfall.



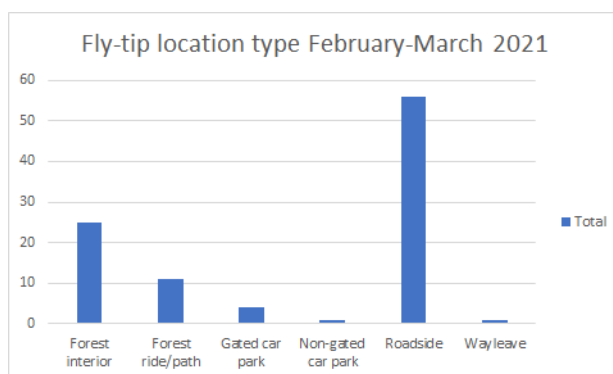
5. Storm Darcy 7-13 February - The UK experienced a week of severe winter weather from 7 to 13 February, with easterly winds drawing a bitterly cold airflow from eastern Europe. Storm Darcy brought some strong winds and heavy snow to parts of south-east England on 7 February. Daytime temperatures struggled to rise above freezing, and, combined with the wind, resulted in severe wind-chill.



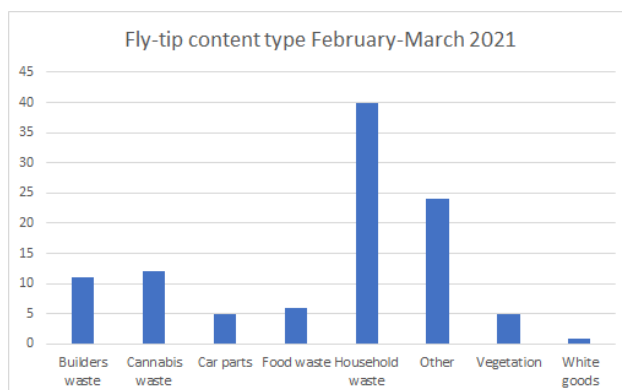
## Forest Services

### Fly-tipping

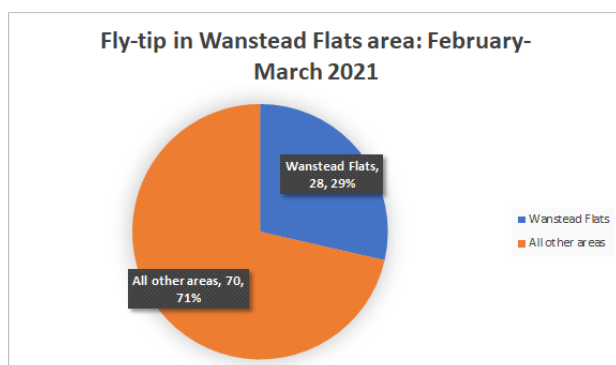
6. There were a total of 98 fly-tips recorded over the period of February – March 2021, this represents a 36% increase over the same period in 2020.



7. Roadside locations represented 57% of the tip locations over the period.



8. Household waste represented the largest category of items tipped over the period at 40 (41%), while Other waste (concrete, polystyrene, wires etc.) represented 24 tips (24%).



9. There were 28 fly-tips in the Wanstead Flats area over the period which represents 29% of all tips. 8 of these tips were on Forest Land adjacent to Highway Land on Capel Road.

### Enforcement Activity

10. One EPA prosecutions was successfully heard in the period under report, together with the issuing of four Conditional Cautions, bringing the total of fines to £4,207.

Date	Defendant Name	Offence Accepted 33:Deposit 34:Duty of Care	Court Name	Costs Recovered
17.03.2021	BHOGAL	EPA 33 1 (a)	Basildon Court	Fine: £2500 Costs: £1557 V/S: £170
05.02.2021	Not For Disclosure	Section 5 & Section 11 Bye-Laws	Conditional Caution	£2000
23.02.2021	Not For Disclosure	EPA Sec 34	Conditional Caution	£200
25.02.2021	Not For Disclosure	EPA Sec 34	Conditional Caution	£150
01.03.2021	Not For Disclosure	EPA Sec 34	Conditional Caution	£300
<b>Total Costs Awarded to Epping Forest (Including Compensation)</b>			<b>£4207</b>	
<b>Total</b>			<b>£4207</b>	

### **Licences**

11. A total of 36 licences for events were issued during the months being reported, which yielded an income of £38,617.80 plus VAT (inclusive of compensation and loss of amenity charge) 6 licences were issued during the same period in 2020 yielding an income of £560 which reflects the impact of COVID-19 restrictions.

### **Unexplained Deaths**

12. Sadly, there was 1 unexplained death on 8 February during this reporting period, bringing the total for the calendar year of 2.

### **Rough Sleepers**

13. There were seven rough sleeper camps located during the reporting period which have been managed in line with No Second Night Out (NSNO) guidance.

- 10/02/2021 - Higham's Park, cleared 12/02/2021.
- 12/02/2021 - Snaresbrook Rd opposite car park, cleared 20/02/2021.
- 17/03/2021 - Wanstead Flats, cleared 17/03/2021.
- 17/03/2021 - Hollow Ponds, cleared 29/03/2021.
- 21/03/2021 - Hollow Ponds, cleared 21/03/2021.
- 23/03/2021 - Wanstead Flats, cleared 23/03/2021.
- 29/03/2021 - Bushwood, cleared 01/04/2021.

### **Unauthorised Occupations**

14. There has been no traveller incursions over this reporting period.

15. There have been two Unlicensed Music Events on Forest Land.

- 30/03/2021 - Buckhurst Hill Cricket Ground about 50 people.
- 31/03/2021 - Warren Hill, about 100 people.

### **Dog Incidents**

16. There have been four recorded dog related incidents during this reporting period.

- 22/02/2021 - Theydon dog following horse, no owner present.
- 18/03/2021 - Wanstead Park, dog off lead attacks dog on lead.
- 24/03/2021 - Wanstead Flats complaint of dog walker, walking dogs and not keeping them under adequate control.

### **Deer Vehicle Collisions**

17. Epping Forest staff dealt with a total of four deer vehicle collisions (DVC) during this reporting period.

- 19/02/2021 - A104, 50m North Wake Valley Car Park, Fallow Buck.
- 22/02/2021 - Stable Shaw, Woodredon, Fallow Doe.
- 22/02/2021 - Opposite Theydon Golf Course, Fallow Buck.
- 27/02/2021 - Piercing Hill, Muntjac Buck.

### **North Essex Parking Partnership Red Route Figures**

18. There have been 128 Penalty Charge Notices (PCNs) issued manually during the reporting period. These figures do not include PCNs issued from camera car

footage. The total number of PCN's issued on the red route to date now totals 1,198.

### **Volunteer Figures**

19. There has been a total of 648 volunteer hours completed over this reporting period by 31 volunteer wardens.

## **Heritage; Landscape and Nature Conservation**

### **Climate Action Strategy**

20. The Project Plan for the *Carbon Removals* project was prepared for the April meeting of Policy and Resources Committee, outlining the first year's proposed work (2021-22). The Procurement requirements are now fully incorporated into the Plan and its timetable. In addition, the outline specifications for the research studies that will provide the evidence for and evaluation of options are being worked up and Key Performance Indicators have been developed for the project to allow corporate project tracking. Work on the recruitment of the new posts focussed on the Project Manager role, with its Job Description and Person Specification completed and now in the process of being evaluated by the HR Team.

### **Biodiversity**

21. As part of his regular fungi surveys on the Forest over many decades, one of Britain's foremost field mycologists, Geoffrey Kibby, noted in his 2020 species list that it was an exceptional year for fungi, with one of the best he has recorded in 30 years' study. Geoffrey recorded over 300 species of fungi for 2020, with a number of rare species recorded that had not been seen in the Forest for many years. These 300 species included 22 new species for the Forest, a second UK record for a recently described species and 1 new species for the UK. In addition, another awaits DNA confirmation to see if it is also a new species for the country, or even Europe.
22. These records reinforce the national importance of the Forest for fungal communities and the study of mycology and further emphasise the need to protect the Forest from air pollution, which is having an adverse impact on the balance of fungi species in the soil and significantly reducing tree health.
23. Two individual plants of the Polypody fern were found by the Biodiversity Officer along the Red Path leading up to Connaught Water, in Compartment 27 of the Forest. Although a widespread species in the UK, it has become very rare within Epping Forest with only two other plants known.
24. The detailed recording of damage to the fabric of the SAC began in February, following the huge increase in recreational pressure since the first lockdown. Forest Services staff recorded verge damaged by increased vehicle parking and Forest Operations staff conducted a stratified sample survey of Forest compartments and the trampling damage along paths and rides. The recording

method is similar to that adopted at Hatfield Forest National Nature Reserve in Essex, in order to provide comparable data.

25. Unfortunately, damage to the Forest was compounded during this period by a spate of three separate and significant sewage leaks at Swaines Green, Giffords Wood and Whitehall Plain, with another different biofilm contamination problem identified at Highams Park Lake. The Whitehall Plain site lies within the SAC and has been a chronic sewage pollution spot.
26. At Swaines Green, the Head keeper and Biodiversity Officer met Thames Water officers on site and negotiated an immediate clean-up of the pond, although all aquatic habitat had been lost. Built entirely by volunteers, the pond at Swaines Green, is important for amphibians including Toads and Smooth Newts, was completely contaminated by sewage and the surface had to be scraped with all the water pumped and removed by tanker. Thames Water eventually agreed further remediation in the form of washing out the site with clean water and pumping this water off-site in an attempt to clean the remaining sludge. The Thames Water ecologist and Epping Forest's Biodiversity Officer removed newts during the first visit and protective newt fencing was installed to prevent further access by amphibians. However, this will result in a lost breeding season for all species. The effectiveness of the clean-up will be reviewed in May and Thames Water may be approached for further remediation work if the results are not satisfactory.
27. The other three contaminated sites remain under active review with remediation work by Thames Water, under observation by Epping Forest officers, likely to begin at Whitehall Plain in April.
28. There was better news for another pond, Cow Pond at Leyton Flats (Compartment 36), which filled with water to its complete depth during this period following digging out, re-profiling and restoration work last September. Some aquatic oxygenating plants are already on site, which survived from the original vegetation, and which should multiply to provide some habitat during 2021.

### **Agri-environment Schemes**

29. The negotiations with the Rural Protection Agency (RPA) on Epping's Countryside Stewardship application were concluded. A revised grant offer was made that will bring in £1.39 Million over 10 years (2020-2029). This grant makes helps support our conservation work for the most important habitat elements of the Forest.
30. The work funded includes critical elements of conservation management required to sustain the favourable condition of the Forest habitats. This involves care of over 2,000 veteran trees over the next 10 years, including some with an associated nationally rare moss species, as well as the removal of rhododendrons to reduce the risk of Ramorum disease spreading to our beech woodlands. In addition, the grant provides funding for the extensive management of the priority habitats of heathland and wood pasture, as well as conservation work across grasslands and ponds and, heritage protection work at Loughton Camp Scheduled Ancient Monument.

31. The confirmation of acceptance of the award, along with other detailed documentation, was sent for sign-off by the RPA. The work had been completed, 19 months after the initial application submission, however, a national review of scheme prescriptions resulted in the initial grant offer by the RPA being made the subject of significant revision of the grant amount. As an unavoidable consequence, there has been a large amount of additional and unplanned officer time spent on progressing this application across the FY 2020-2021.

### **Grasslands**

32. A Grasslands Gazetteer is being developed mapping the 1,000s of individual parcels of grasslands that make up the Forest from tiny lawn frontages in front of houses to areas the size of Wanstead Flats. Of the 38 Forest Compartments, 37 have now been mapped and categorised. Alongside the mapping, a GIS database with all the key attributes of each grassland is being developed this year to create a one-stop shop for grassland information whether sports turf or meadow.

### **Grazing**

33. The Rare Breeds Survival Trust (RBST), impressed by the Epping Forest Grazing Project, has engaged in a partnership with Epping Forest to support conservation grazing and to support the use of the English Longhorn. The main plank of this partnership involved the RBST, in close coordination with Epping Forest officers, submitting an application for £14,926.70 to the City of London Central Grants Programme (theme b - Enjoying Green Spaces & the Natural Environment). The application was accepted and confirmed as successful at the end of March.
34. The funding will now allow the purchase of 50 GPS *NoFence* cattle collars and associated equipment. This grant covers 100% of all the hardware and equipment costs and provides a significant investment in a new era of grazing management. The new equipment will allow the positive benefits of grazing management to be applied to a greater area of the Forest and replace the previous Boviguard containment system which has been used to enable grazing for the previous 10-years.
35. As in the previous period, the invisible fencing work at Epping Forest continued to attract national interest. The Grazing & Landscapes Project Officer and Head of Conservation gave an online presentation on 17 February to 45 Royal Society for the Protection of Birds (RSPB) officers from across the UK, including the RSPB's Head of Ecology. This was followed by a FAQs paper being sent to the RSPB to provide further background. A site visit of some of the RSPB officers is to be planned after COVID restrictions are lifted.

### **Heritage**

36. The Superintendent and other officers made a site visit to Ambresbury Banks on 12 March to discuss protection of the Scheduled Monument from cycling damage, to discuss the results of 7 years' of tree monitoring there and to consider improvements to visitor access and interpretation. A number of actions are to be taken including better directional signing from the Green Ride and consideration of some small tree removal from the banks. Historic England will



also be re-engaged in relation to their pending response on the Conservation Management Plan so that this document can be brought to your Committee.

## **Forest Protection and planning matters**

### **Town & Country Planning**

37. Progress with the SAC Oversight Group continued from January with a series of four meetings of sub-groups across the period, to tackle the governance structure and financial management of tariff monies. The meetings were convened by Natural England (NE) and Epping Forest District Council (EFDC) and attended by six London Boroughs, the London Legacy Development Corporation (LLDC) and the Greater London Authority (GLA).
38. The GLA is now taking a coordinating role along with NE chair, in relation to the governance and finance, and it has been agreed that sufficient progress has been made to allow for the sub-groups to come together and meet as one group each month.
39. During these meetings, the terms of reference have been discussed in detail and the on-site mitigation measures approved by your Committee for negotiation at the SAC Oversight Group have been analysed and debated. Changes have been proposed to the elements that should be included in the overall costings and these will be discussed at the Oversight Group in April and will be brought to your Committee once a new combination of SAMMS measures are proposed by the Group.
40. In addition, to the Forest-wide mitigation discussions, other SAC mitigation issues were discussed directly with the Whipps Cross Development teams and NE. There were a series of four meetings to discuss the proposed mitigation package for Whipps Cross should the development be given planning permission. This will be subject to a separate report to your Committee.
41. **Epping Forest District Council (EFDC) Local Plan:** alongside these SAC mitigation meetings consultations on the EFDC Local Plan continued. On 8 February EFDC full Council held an extraordinary meeting to debate the proposed introduction of a Clean Air Zone (CAZ) under the Air Pollution Mitigation Strategy (APMS). The debate resulted in EFDC confirming the CAZ but agreeing to have an advisory board of Members to work with the Cabinet's Local Plan portfolio holder. Members of your Committee have been invited to attend meetings of this advisory group and the first of these meetings was held on 23 March, with Deputy Chairman and a Verderer present.
42. In addition to discussions on air pollution, a further response was made to EFDC on its Green and Blue Infrastructure Strategy, and specifically its SANGS Strategy for the SAC. The letter of response to the consultation emphasised the considerable remaining gaps in the SANGS strategy and concerns that the Policies on this side of SAC mitigation remain non-compliant with the Habitats Regulations in your Committee's view. Natural England's (NE) letter of response made similar points on Policy and emphasised that the wording was still non-compliant in some of its aspects, in NE's view.

43. **London Borough of Waltham Forest (LBWF)** A detailed response to the LBWF discussions were also held with LBWF officers concerning SANGS locations for the borough and options were examined. In addition the impacts of urbanisation were explored at a meeting with LBWF officers and their consultants on the Local Plan. A further meeting on SANGS is planned in April.

### **Town & Country Planning – Development Control**

44. Comments were submitted to Planners for this reporting period as follows:

45. On two developments which have been submitted to the Planning Inspectorate in the case of the proposed development at Epping Forest College, Loughton. The Developer (Fairview Homes) has appealed to the Planning Inspectorate due to EFDC as the competent authority on planning not considering the application of 400+ homes on Borders Lane (including Luctons Field Site). Like many planning applications within EFDC it has been held in abeyance until the mitigation measures for impact on the SAC can be agreed.
46. LBWF approved development of 583 residential dwellings (high rise) on the former Homebase site on Fulbourne Rd, Walthamstow. This development is within 500m of the Forest (and the SAC boundary) and has a very limited SANGS provision and only the minimal SAMMS payment levied. An objection was lodged against an additional application for Cannock Court, adjacent to this site which was submitted once planning on the former had been approved. The objection was made on the basis of the additional likely significant effects on the SAC and concern that this additional development would further compound the problems likely to be generated by what is considered insufficient mitigation for the Fulbourne Road site. The developer has agreed to fund LBWF's plans to mitigate additional recreational pressure at Lloyds Park, rather than the SAC.
47. A development of eight additional dwellings on the Ridgeway, Chingford was opposed due to its closeness to the SAC and the likely significant 'in combination' effects. Infill properties were also objected to adjacent to the Forest on Albert Road, BHH & 600 High Rd, Woodford Green.

### **Land Registration, Access Audit & Wayleaves**

48. Land Registry. 1<sup>st</sup> application has been made on registering former Highway at Manor Rd, High Beach. Which for the last decade has formed part of the Pillow Mounds car park.

### **Operations**

#### **Habitat Works**

49. Wood pasture Management: Around 120 new pollards created over the last 10 years were reworked with their second repollarding on Ditches ride, Grimston's Oak ride and Almshouse Plain.

## **Heritage**

50. Pleased to report that the Friends of Wanstead Park and Heritage of London Trust have between them raised £24,000 to pay for works to stabilise and repair the landing stage at the Grotto, Wanstead Park. This project will include an education project led by the HoLT.
51. Epping Forest applied for £600,000 of funding from the Government's Green Recovery fund for works at Wanstead Park but sadly the bid did not succeed. The bid was compiled with local partners, and while unsuccessful, helped strengthen working relations with partners. The broader partnership will continue to work together to achieve funding for this work.

## **Insurance works**

52. In a joint project with Theydon Bois Parish Council and the St Mary the Virgin Church, the wrought iron fence was freed of encroaching vegetation to allow its repair and restoration by the Church. At the same time, wider vegetation management was undertaken to improve views to the Church from the green.
53. There was a dramatic tree failure in March when a mature oak tree with undetected root rot collapsed, toppling an adjoining oak tree which both fell onto the Rising Sun Pub. Fortunately, nobody was hurt, however, staff of the pub were in the building when the trees fell. We worked with a specialist contractor on this task which required a crane to be hired to remove the tree. Liability for the incident is in the hands of loss adjusters.
54. The Head of Operations, working with the City Corporation's Insurance Team, is currently managing a legacy of the hot summer of 2018 which has seen a rise in building subsidence claims totalling £300,000 allegedly linked to adjoining Forest trees. Consideration is being given to the installation of a root barrier systems which could negate the need for expensive underpinning works, which are self-insured.

## **Risk Management Works**

55. Tree Safety – At the end of January, 166 trees were still to be worked from the 2020 tree safety assessments and 21 from the 2019 assessment. This represents better progress than first anticipated due to the staff absences with COVID-19. The Arborist teams are now close to completing all the tree safety works for 2020/21, just in time to start the 1,300 tasks identified for by our consultants for 2021/22. Normally, hazardous trees referred for work numbers around 900 each year, The rise in number of hazardous trees this year is due largely to the lethal Sooty Bark Disease (SBD) – *Cryptostroma corticale* - which impacts Sycamore - *Acer pseudoplatanus* - following periods of very low rainfall.
56. Fire Safety: As part of the outstanding required action from the current Epping Forest Fire Management Plan (FMP), old growth (10+ years) Common Gorse – *Ulex europaeus* - was cleared from the Transport for London Central Line

boundary at Leyton Flats. Old gorse is especially flammable and clearing this was one of the last outstanding improvement actions in the FMP.

57. Education Areas: The Arborist Teams have reviewed the areas managed for education activities during this period and have made a few changes. We have added an area of Highams Park into the program.

### **Access Works**

58. Following a hiatus due to COVID-19 restrictions, work has now started to develop the informal log play area at Wanstead Park. Outline ideas have been developed and potential logs identified from across the Forest based on naturally fallen branches and trees and logs arising from tree safety works. Development of this will be undertaken through the spring and it is hoped to have a simple natural play facility ready for the summer. The play area is being developed in partnership with local parents in the development of this facility.
59. In response to local community requests and discussion with the Head of Visitor Services an enhanced maintenance regime has been started along Harrow Road in the vicinity of the Sports Pavilion. The aim is to restore the open character beneath the London plain avenue to deter anti-social behaviour and to open views onto Wanstead Flats for residents living opposite. Annual verge cutting will maintain this open character.

### **Wanstead Park Ponds Project**

60. The Wanstead Park Ponds flood study completed last summer recommended a further follow-on study looking at the interaction of the Ornamental Water and The River Roding. Specifically, the impact on the Ornamental Water dam if the River Roding flooded, as this pond is in the river flood plain. The consultant engineers \_ Dams & reservoirs Ltd - have now been appointed and it is estimated the study will take two months to complete.

### **Birch Hall Park Pond (Deer Sanctuary)**

61. The Panel Engineer, in his pond inspection raised concerns on the safety of some aspects of the pond in the event of extreme weather. The project seeks to solve issues of leakage through the dam, an uneven dam crest, and increased capacity spillway, allow safe water management in flood events.
62. Planning permission was granted by Epping Forest District Council on 3 February 2021. This approval covers:
- Construction of a reinforced grass / concrete spillway to the earth embankment dam.
  - Permanent lowering of water levels in the pond (the water level will be approximately 1.5m deep from the crest of the dam) to mitigate leakage

issues, by lowering below the leakage paths thought to be caused by decayed tree roots.

- Regrading the dam crest (currently varies by 400mm over the 180m length) to a common level and installing an emergency reinforced access track along the crest allowing overtopping along the entire length rather than smaller lengths which leads to erosion, and
- Installing a permanent access track to the pond from the Deer Sanctuary entrance for construction vehicle access, which will be left in place for future maintenance access. This has been sympathetically designed to follow the contours of the land, avoid trees and minimise the visual impact on neighbouring properties to be as unobtrusive as possible.

## **Visitor Services**

### **Learning and Education (Learning Team)**

63. With COVID-19 restrictions in place during February and March, including school closures, the team have not been able to deliver their usual programme of face to face learning activities in Epping Forest. However, with restrictions lifting and schools reopening on 29 March, they have welcomed their first school groups back to the Forest, and schools are booking for the summer term, with 24 school groups booked in so far.

64. During this winter lockdown the team continued to share nature-focused activity sheets with schools, food banks and community groups. The activities have been designed to engage children and families who may have limited access to resources or outdoor space.

65. The team also organised a virtual outing to Epping Forest for young unaccompanied refugee minors, who are part of a group psychotherapy session organised by the Refugee Council. This group of young people have experienced serious and often multi-layered trauma and are living in foster care as they do not have family connections in the UK. The aim of the virtual outing was to allow them to explore Epping Forest and its wildlife and to support their wellbeing.

### **Chingford Golf Course**

66. In line with Step 1b of the Government's relaxation of lockdown restrictions, the golf course re-opened on 29 March: bookings were full between 8am-5pm. During February & March, ditch clearance work continued across the course to help improve drainage which included replacing old pipework with new bigger drains. The irrigation project to replace all the old manual valves to water the tees has been completed upgrading this to the automatic Bluetooth-activated valves allowing water to be delivered at night, saving on water used and staff labour in summer months. In the weeks leading up to the re-opening date, where possible general cutting took place on fairways, tees, and greens to be ready for re-opening day. Winter mats were brought in, washed down and repaired ready for next season. All machinery was serviced in house by the grounds team.

67. Total revenue from online sales February & March was £3840, total revenue from reception was £31,387.24 broken down into:

Breakdown of figures from Reception February & March			
	2020/21	2019/20	Difference (+/-)
<b>Green fees:</b>	£1987.60	£20,674.52	-£18,686.92
<b>Drinks:</b>	£98.90	£557.30	-£458.40
<b>Hire Equipment:</b>	£537.50	£1029.00	-£491.50
<b>Shop Sales:</b>	£132.60	£1214.75	-£1082.15
<b>Wanstead:</b>	-£3631.20	£2618.00	-£6,249.20
<b>Horse Riding:</b>	£55.80	£75.55	-£19.75
<b>Forest Licences:</b>	£32,206.04	£0.00	+£32,206.04

68. Online bookings for the same period last year was £3919 compared to £3,840 this year, a decrease of £79. Total revenue from reception for February, March (2019/20) was £26,169.12 compared to £31,387.24 for February, March (2020/21), an increase of £5,218.12. (*Forest licences taken in Caddie House as Warren staff working from home due to CV-19*). Forest fines & licence payments for February & March amounting to £32,206.04 were taken by staff in Caddie House coming in on selected days to process these.

### Wanstead Flats

69. Increased litter picking duties continued for the staff down at the flats due to the increased number of visitors as a result of lockdown. Work to repair damage on pitches from weather, public and animals was carried out. Once pitches started to dry out, they all had the chain-harrow pulled over them to help improve playability.

70. The second half of the season was cancelled, and refunds were issued to hirers. Plans have now turned to the new season.

71. The national charity parkrun has chosen not to restart in line with Step 1b of the COVID-19 relaxation of restrictions and is expected to recommence in June 2021.

### Visitor Numbers

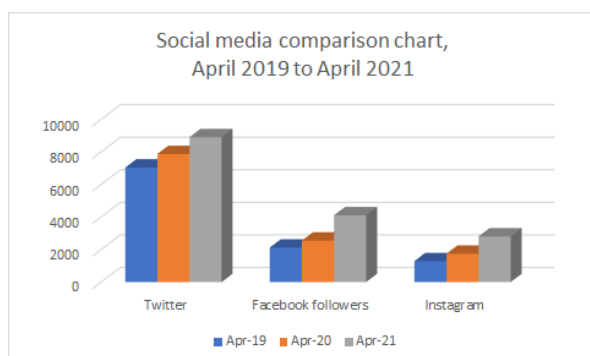
72. Visitor centres have been closed throughout this period.

## Communication and Information

73. As of 14 April 2021, our social media following is:

- Twitter followers: 8,906 an increase of 13%
- Facebook likes: 3,701, an increase of N/A as not recorded last year
- Facebook followers: 4,108, an increase of 61%
- Instagram followers: 2,807, an increase of 61%

74. Please find below comparison spreadsheet for social media followings:



75. The top tweet for February 2021 – with 5,109 impressions:

Sadly didn't make it out in time to get the best of the gorgeous [#sunset](#) earlier, but it was still rather lovely in [#EppingForest](#) this evening [#WinterSunset](#)  
[pic.twitter.com/X2inJGJxSY](https://pic.twitter.com/X2inJGJxSY)



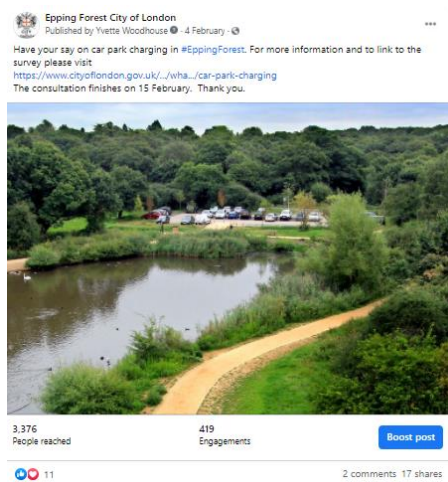
🔄 9 ❤️ 61

76. The top tweet for March 2021 – with 12.8k impressions:

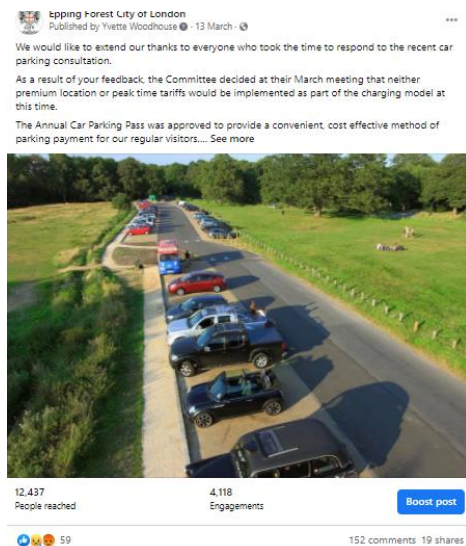
1/2 Next week we will be installing temporary fencing around the site on [#WansteadFlats](#) where we have nesting skylarks. These beautiful songbirds are very rare in this area of the UK and as such we are doing all we can to help protect them in this remaining habitat...

🔄 5 🔄 42 ❤️ 188

## 77. The top Facebook post for February 2021 – with a reach of 3,376:



## 78. The top Facebook post for March 2021 – with a reach of 12,437:



## 79. The top Instagram post for February 2021 was surprisingly a post about the mud in the Forest – with 176 likes:



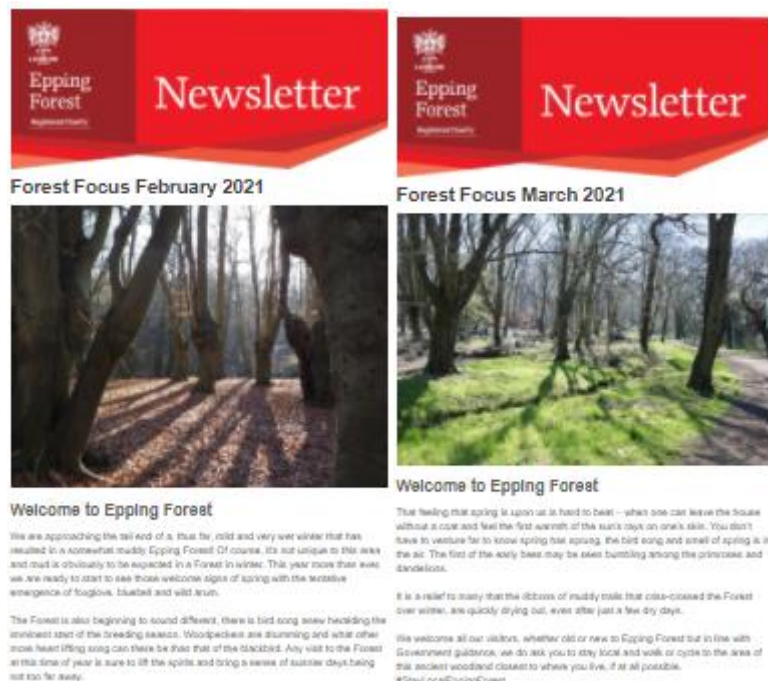


80. The top Instagram post for March 2021 was an atmospheric photograph of Queen Elizabeth's Hunting Lodge – with 146 likes:



81. We continue to deliver 'Forest Focus' as a monthly, digital publication via Mailchimp. This enables us to keep delivering the ever-changing COVID-19 messaging in a timely and reactive manner and obviously we are still not in a position to publish printed material due to issues around handling the magazine. The full editions, as well as previous editions can be found here:

<https://www.cityoflondon.gov.uk/things-to-do/green-spaces/epping-forest/whats-new-in-epping-forest>



## **Major incidents**

### **Cycle Incident, First Aid & Air Ambulance Scramble @ Warren Hill**

82. Saturday 27 March an Arborist was called from his lodge to assist an unconscious mountain biker on Warren Hill with severe head injuries and bleeding from nose mouth and ears. An air ambulance was called whilst the Arborist gave first aid to help improve the airways of the casualty and to assist with breathing. The helicopter crew needed time to stabilise the casualty, who had a bleed in the chest before escorting the casualty to the London Hospital.

### **COVID-19 National Health Emergency**

83. A new four-step plan to ease England's lockdown was published by Government on 22 February. Step 1a was implemented on the 8 March allowing outdoor recreation to involve two people. Step 1b was implemented on 29 March allowing 6 people or two households to meet outdoors alongside the resumption of outdoor sports. Step 2 is planned to be introduced in April subject to satisfactory progress with a number of public health indicators.

### **Paul Thomson**

Superintendent of Epping Forest

T: 0208 532 1010

E: paul.thomson@cityoflondon.gov.uk

<b>Committee(s)</b>	<b>Dated:</b>
Epping Forest Consultative – For consultation	16.06.2021
Epping Forest and Commons – For decision	12.07.2021
<b>Subject:</b> Chingford Individual Site Plan (SEF 26/21)	<b>Public</b>
<b>Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly?</b>	<b>1, 2, 11, 12</b>
<b>Does this proposal require extra revenue and/or capital spending?</b>	<b>N</b>
<b>Report of:</b> Colin Buttery, Director of Open Spaces	<b>For Consultation</b>
<b>Report author:</b> Geoff Sinclair, Head of Operations, Epping Forest and Fiona Martin, Management Planning Assistant	

## Summary

A Strategy and Management Plan for Epping Forest for the period of 2020-30 is being developed alongside a 2020-23 Business Plan. Given the relative size of the Forest and the marked variety of the landscapes and habitats, there is a need to describe the discrete management of key areas.

This report outlines the Individual Site Plan (ISP) that has been prepared for the Chingford area. The legal and statutory context and significant management considerations described in the ISP have been outlined, along with the management strategy proposed for the area.

## Recommendation(s)

Consultative Committee Members are asked to:

- i. Note the report; and,
- ii. Offer any comment on the draft Chingford ISP for consideration at the Epping Forest and Commons Committee.

## **Main Report**

### **Background**

1. On the 18 November 2019, your Committee approved the Epping Forest Management Strategy for the period of 2020-29. As part of the strategy, existing operational activity in main geographical locations and for key activities is being reviewed.
2. The review process comprises a reappraisal of the Epping Forest Charitable Trust's property management issues alongside other significant management considerations, to provide an overview of current practice and an outline of longer-term aspirations.
3. This report outlines the Individual Site Plan (ISP) for the Chingford area that has been prepared as part of the review.

### **Current Position**

4. The Chingford area encompasses an extensive tract of varied terrestrial and aquatic habitats, occupying a wide, gently sloping plain to the south of High Beach, between the valleys of the rivers Lea and Ching. Parts of the Chingford area, such as Barn Hoppitt, have an especially high conservation value for the scarce habitats and species present, and the abundance of ancient Oak pollards; much of the Chingford area is included in the Epping Forest Special Area of Conservation (SAC), a statutory designation of international importance.
5. Connaught Water, Queen Elizabeth Hunting Lodge and Chingford Golf Course are of important amenity value, attracting a wide spectrum of visitors from beyond the immediate locality. The Visitor Centre at Chingford and Butler's Retreat café, both adjacent to Queen Elizabeth Hunting Lodge, and the Holly Trail café next to Bury Road car park are popular with visitors. Queen Elizabeth Hunting Lodge, a unique Tudor building of national historic importance, is the stand-out heritage feature of the Chingford area, but a number of other buildings and monuments are of historic importance, as is Chingford Golf Course, established in 1888.
6. Substantial housing growth is planned in the surrounding districts under a number of Local Plans, with consequent predicted additional visitor pressure. As part of the development of these Local Plans, a SAC Mitigation Strategy is being developed, which will have significant influence on the Chingford area. The SAC Mitigation Strategy is being developed by Epping Forest District Council and the London Boroughs of Waltham Forest, Redbridge and Newham to mitigate the anticipated effects of new housing developments on Epping Forest.
7. This Individual Site Plan details programmes of work, many of which are building on long-established plans and strategies, lists current management considerations and site-specific issues that the wider mitigation strategy will need to address, and vice versa. The ISP will need to be revised regularly to reflect changes to other plans, including the forthcoming SAC Mitigation Strategy.

## Proposals

8. The ISP first outlines the legal and statutory context for the Chingford area, followed by the significant management considerations impacting on the area, before presenting a management strategy and outline management program. A more detailed operational work activity plan is presented in the appendices, along with an indicative management map and additional background information.

### Management Strategy

9. In addition to the need to discharge its obligations with respect to the legal and statutory context, the ISP identifies a 10-year management strategy for the Chingford area, summarised as follows:
  - a. To identify a programme of conservation measures that builds on existing management and further contributes towards improving the condition status of the Epping Forest SAC and SSSI in the Chingford area.
  - b. To ensure that COL offers a visitor experience to the Chingford area that meets the needs of the surrounding communities today and into the future, in a sustainable and welcoming way.
  - c. To finance an Infrastructure Improvement Programme for the Chingford area, partly derived from income generated locally.
  - d. To seek to mitigate the impact of additional visits from new developments within Epping Forest SAC's Zone of Influence, through a range of measures including improved landscaping, alternative routes and destinations, alongside more and improved interpretation and orientation.

### Management Considerations

10. There are a wide range of management considerations given in the report and these have been summarised below:
  - a. Ecological: The Chingford area is of outstanding conservation value and includes most of the high nature conservation value habitats of Epping Forest, including ancient semi-natural woodland, scrub, acid grassland, heathland, marsh and open water. An ancient oak population of over 350 trees makes Barn Hoppitt of national importance in its own right. Key habitats and species in this area are detailed in the ISP and include:
    - i. *Acid Grassland and wet and dry Heathland*: UK Biodiversity Action Plan habitats, habitats for which the Forest is partly notified under the SSSI and the heathlands are SAC habitats. As such, they are a top priority for wildlife conservation nationally. The acid grassland is being adversely impacted by the historic decline in grazing, increasing visitor impacts and air pollution.
    - ii. *Wood pasture and ancient/keystone pollards*: Barn Hoppitt is unique in Epping Forest, being the best example of Oak wood pasture in Epping Forest, whilst a significant proportion of Bury Wood comprises ancient Hornbeam pollards. Bury Wood and Barn Hoppitt have been the focus for veteran tree and wood

pasture management for over 30 years, with some coupes in Bury Wood on their third repollarding since initial working. The fungi and invertebrate assemblage are of international significance, with numerous nationally scarce species. There are significant pressures impacting on this nationally important habitat, outlined in the report.

- iii. *Lowland calcareous grassland*: Yardley Hill is the only location in Epping Forest with lowland calcareous grassland. It is being adversely impacted by scrub and secondary woodland invasion over many decades. If the calcareous species associated with this outcrop of chalky boulder clay are lost, these calcareous species would also be lost to Epping Forest as a whole.
  - iv. *Neutral grassland*: Much of Chingford Plain is tussocky neutral grassland with patches of scrub cover, providing excellent habitat for many birds. The historic decline in quality of the neutral grassland on Chingford Plain is being addressed by a reinstated grazing regime, however there is still a significant issue with trampling/compaction of grassland by visitors in the wetter months.
  - v. *Spring lines, rivers/streams and ditches*: The River Ching issues from Connaught Water where it is met by the Cuckoo Brook. Several ditches drain water from the hills to the north of Connaught Water and at times have given rise to flooding problems. Overall, these watercourses provide valuable habitat for plant and aquatic invertebrate species of conservation interest but are typically over-shaded and trees have invaded their margins.
  - vi. *Open Water*: Connaught Water is the largest water body in the Chingford area, with several permanent and ephemeral ponds also through the area. Connaught Water is incredibly important for the local bat population with significant numbers of up to ten species foraging over the lake. The invasive non-native species New Zealand Pygmy is a concern in some ponds.
  - vii. *Fungi*: The fungi of the area are diverse, with many uncommon species, including the rare Oak Polypore, for which Epping Forest is a UK stronghold, and the Zoned Rosette, both species legally-protected under Schedule 8 of the Wildlife & Countryside Act 1981 (as amended).
  - viii. *Invertebrates*: Extensive survey of Barn Hoppitt between 1995 and 2010 confirmed that the area is of international significance for its saproxylic fauna (invertebrates that are dependent on dead or decaying wood); these invertebrates are associated with the ancient oak wood pasture habitat.
- b. *Heritage and landscape*: The Chingford area has a rich and varied history, though the prominence of QEHL may have eclipsed other aspects of the heritage of the local area. The QEHL is a Grade II\* listed Tudor 'hunt standing' built in 1543 for Henry VIII. Ownership of the building passed to COL as part of the Epping Forest Act 1878 which

specified that it be 'preserved and maintained by them (the Conservators) as an object of public and antiquarian interest'. The Chingford area has also long been a prominent visitor location and during Victorian times, Jubilee Retreat and Butler's Retreat on Chingford Plain provided entertainment such as helter-skelters, merry-go-rounds, donkey rides and non-alcoholic refreshments from tea rooms that could seat up to 3000 people. The view from Pole Hill is one of the most dramatic in Epping Forest and it is also a location with its own rich history, including a connection with TE Lawrence and being associated with the establishment of the Greenwich Meridian.

- c. *Access*: The area is well connected to public transport, with Chingford Station 5 minutes' walk away and where a number of bus routes also terminate. The area hosts seven car parks; however, there are significant issues at busy times of on-road car parking, eg by Connaught Water, leading to congestion and road safety concerns. The forthcoming overarching Sustainable Visitor Strategy will aim to address the issues concerning visitor access to the popular locations of QEHL, Connaught Water, the Visitor Centre and Butler's Retreat.
- d. *Chingford Golf Course*: This is an 18-hole public golf course run by Epping Forest Charitable Trust as part of Epping Forest; there is a small shop in the Caddy House building opposite the golf course, adjacent to the Holly Trail café. The course was established in 1888 and later redesigned by William Dunn (Jnr), the first course professional, and then James Braid in the 1920s. It is currently laid out in two returning loops, and plays a maximum 6342 yards, par 72. The course hosts two golf clubs - Royal Epping Forest Golf Club and Chingford Golf Club.
- e. *Local Plans*: The Local Plans for both Epping Forest District Council (EDFC) and the London Borough of Waltham Forest (LBWF) are being revised and all are planning a significant increase in housing and employment space. Chingford is a very well-known and popular location amongst visitors with growing negative impacts on the features of conservation interest of the Epping Forest SAC. The developments arising out of the new Local Plans are likely to add further negative impacts to the Chingford area.

#### Property Management Context

11. The main property management issues, additional to the normal actions such as tree safety management which are undertaken through the Forest, and for which action will be required at Chingford have been identified as:
- a. *Statutory Designations*: Much of the area lies within the Epping Forest Special Area of Conservation (SAC) and is designated a Site of Special Scientific Interest (SSSI). Four of the seven compartments were assessed by Natural England (NE) as 'unfavourable – recovering', one compartment as 'unfavourable-no change' and two as 'Favourable'. Notwithstanding the unit condition assessment outcomes, Natural England states that there remains a very significant issue relating to air quality and many veteran trees within the area display clear symptoms of stress. The area also lies within the Metropolitan Green Belt with QEHL

and the area around QEHL designated as Archaeological Priority Areas. QEHL is a Grade II\* Listed Building, whilst Butler's Retreat and the Ordnance Survey granite obelisk on Pole Hill are Grade II Listed Buildings.

- b. *Flood Risk*: Under the Reservoirs Act 1975 as amended 2010, Connaught Water is classified as a Large Raised Reservoir. Connaught Water also floods at the upstream end of the lake each winter, which in turn floods the Easy Access Path, impeding access. Winter flooding also occurs along the Red Path from the main ditch draining into Connaught Water, which drains the hills to the north.
- c. *Invasive / Alien Species*: New Zealand Pigmyweed (*Crassula helmsii*) is present in Butlers Retreat Pond, Warren Pond and the Golf Course Pond. Oak Processionary Moth (*Thaumetopoea processionea*) is increasingly prevalent on open grown oaks across the site and poses a risk to human health. Other INNS of concern in the area include Canada Goose, Ash Dieback, Cherry Laurel and Terrapin.
- d. *Utilities*: An easement was granted to South Essex Waterworks Company (now Thames Water) to lay a water main pipeline across Epping Forest land in the Chingford area. An analysis of 2019 aerial photography along the pipeline route shows that, in several locations along the pipeline, the vegetation needs further work to maintain the area as grassland.
- e. *Properties*: There are several significant City Corporation properties in the Chingford area, including three Heritage Listed Buildings/Structures. These are detailed in Appendix 3 of the report. The Charitable Trust also licences the operation of two Cafés and a cycle hire facility in the Chingford area. The Orion Harriers running club headquarters rent part of Jubilee Retreat from COL.

### Outline Management Program

- 12. The ISP presents a 5-year outline management program which is then further detailed in Appendix 1 of the report (see the Operations Plan spreadsheet). This will be reviewed and updated yearly to monitor the progress of the management program and ensure that it continues to deliver the outcomes set out in the 10-year management strategy.
- 13. As well as works to be undertaken using existing resources, potential enhancement projects requiring additional support are also identified.

### **Options**

- 14. Your Committee are asked to consider two options:
- 15. **Option 1**: It is proposed that the Chingford ISP be adopted as the operational plan for the Chingford area.
- 16. The plan translates the Epping Forest Management strategy into practical management options for the Chingford area and forms part of the



developing business plan for the Epping Forest. **This option is recommended.**

17. **Option 2:** Do not approve the Chingford ISP.

18. This would result in the continuation of the largely reactive management process and reduce our ability to address significant property and management considerations impacting on the Chingford area. **This option is not recommended**

## **Corporate & Strategic Implications**

### Strategic implications

19. City of London Corporate Plan 2018 - 2023: the restoration and maintenance of the internationally and nationally important habitats of Epping Forest directly underscore the *third pillar* of the Corporate Plan, which is to “*shape outstanding environments*”. The development of ISPs and PDNs form part of the operational planning to achieve this aim of the Corporate Plan.

20. Open Spaces Department Business Plan 2020-21: The proposals in the ISP contribute towards meeting the following outcomes of the plan: 1,3,4,5,7,8,9 and 11.

21. Mitigating the impact on the Epping Forest SAC of increased development arising from Local Authority Plans is currently under review. As one of the busiest and most environmentally sensitive locations in Epping Forest, the outcome of this review has important implications for the Chingford area.

### Financial implications

22. The outline management program has been framed to fit within existing levels of local risk spend at Chingford.

23. Several projects have been identified which will only be progressed if additional financial and practical support can be obtained.

### Legal implications

24. Subject to the provisions of the Epping Forest Acts 1878 & 1880 the Conservators are under a duty at all times to keep Epping Forest uninclosed and unbuilt on as an open space for the recreation and enjoyment of the public. They are also under a duty at all times as far as possible to preserve the natural aspect of the Forest.

25. The Chingford ISP provides the information and guidance to help the COL to meet its requirements under the above Acts.

### Charity Implications

26. Epping Forest is a registered charity (number 232990). Charity Law obliges Members to ensure that the decisions they take in relation to the Charity must be taken in the best interests of the Charity.

### Risk implications

27. None

Equalities implications

28. No negative equality impacts were identified for this proposal.

Climate implications

29. None.

Security implications

30. None.

## **Conclusion**

31. An Individual Site Plan (ISP) has been prepared for the Chingford area. This identifies the legal and statutory context and other significant management considerations that should be considered when approaching the management of this area, and which have drawn on the consultation and support of local stakeholders to develop.

32. A management strategy for the next 10 years is presented along with an outline management program and detailed work proposals. These proposals highlight works that can be achieved through existing Local Risk resources, but also where additional support will be required.

## **Appendices**

- Appendix 1 – Chingford Individual Site Plan
- Appendix 2 – Figure 1a: Locations of named features in the High Beach area
  - Figure 1b: Locations of named features High Beach centre
  - Figure 2: High Beach Summary Management Proposals

## **Report author**

### **Geoff Sinclair**

Head of Operations, Epping Forest, Open Spaces Department

T : 020 8532 5301 E: [geoff.sinclair@cityoflondon.gov.uk](mailto:geoff.sinclair@cityoflondon.gov.uk)

# CHINGFORD



## Individual Site Plan

<i>Date</i>	<i>19 May 2021</i>
<i>Version Number</i>	<i>v3.1 (EFCC copy)</i>
<i>Review Date</i>	
<i>Author</i>	<i>Fiona Martin/Geoff Sinclair</i>
<i>Land Area</i>	<i>420 ha</i>
<i>Compartment Numbers</i>	<i>24, 25, 26, 27, 29</i>
<i>Designations</i>	<i>Epping Forest Land (1878 Act)</i> <i>Special Area of Conservation (SAC)</i> <i>Site of Special Scientific Interest (SSSI)</i> <i>Metropolitan Green Belt</i>

# Chingford

## INDIVIDUAL SITE PLAN

### 1. SUMMARY

The Chingford area is roughly the mid-point in the north-south 14-mile crescent that is Epping Forest today. It encompasses an extensive tract of varied terrestrial and aquatic habitats, occupying a wide, gently sloping plain to the south of High Beach, between the valleys of the Lea and Ching, with three high points. Parts of the Chingford area, such as Barn Hoppitt, have an especially high conservation value for the scarce habitats and species present, and the abundance of ancient Oak pollards; much of the Chingford area is included in the Epping Forest Special Area of Conservation (SAC), a statutory designation of international importance. The SAC status and the SAC conservation objectives (Natural England, 2018 & 2019a), as well as the SSSI condition, will be central to considerations of future management options.

Connaught Water, Queen Elizabeth Hunting Lodge and Chingford Golf Course are of important amenity value, attracting a wide spectrum of visitors from beyond the immediate locality. The Visitor Centre at Chingford (formerly known as The View/The View Visitor Centre) and Butler's Retreat café, both adjacent to Queen Elizabeth Hunting Lodge, and the Holly Trail café next to Bury Road car park are popular with visitors. Queen Elizabeth Hunting Lodge, a unique Tudor building of national historic importance, is the stand-out heritage feature of the Chingford area, but a number of other buildings and monuments are of historic importance, as is Chingford Golf Course, established in 1888.

The honeypot location of Connaught Water is not accessible by public transport, whilst walking routes from local public transport connections to Queen Elizabeth Hunting Lodge / Visitor Centre / Butler's Retreat complex are not obvious to those visitors not familiar with the local area. This results in some of the COL car parks being of insufficient size to cope with demand.

Substantial housing growth is planned in the surrounding districts under a number of Local Plans, with consequent predicted additional visitor pressure. As part of the development of these Local Plans, a SAC Mitigation Strategy is being developed, which will have significant influence on the Chingford area. The SAC Mitigation Strategy is being developed by Epping Forest District Council and the London Boroughs of Waltham Forest, Redbridge and Newham to mitigate the anticipated effects of new housing developments on Epping Forest. This Individual Site Plan details approved programmes of work, many of which are building on long-established plans and strategies, current management considerations and site-specific issues that the wider mitigation strategy will need to address, and vice versa. The ISP will need to be revised regularly to reflect changes to other plans, including the forthcoming SAC Mitigation Strategy and other Forest-wide strategies.

### 2. INTRODUCTION

Individual Site Plans (ISPs) aim to review and collate the City Corporation's property management considerations at specific locations, to give an overview of long-established as well as current practice and outline longer term plans. An important part of the process is to work with key local stakeholders to ensure that we capture the management issues

impacting each site. Site selection is based around areas of Epping Forest that have a high number of competing issues and/or high visitor numbers.

The ISPs reflect the current level of activity at each site; however, an important part of each ISP is the identification of any potential improvement and enhancement projects that require additional resources, including support from external operational stakeholders, for example in the form of grant funding or volunteer person-hours. The information gathered in each report will be used by the City Corporation to prioritise work and spending on each site as part of the development of the 'London's Great Forest' 2020-30 Management Strategy.

Each ISP will aim to follow the same structure, outlined below:

- **Background** – a brief description of the extent of the site covered by the ISP;
- **Property Management Context** – a list of property management constraints such as statutory obligations directly relevant to the management activity or location;
- **Management Considerations** – a list of identified management considerations for the site, with respect to ecology, conservation, community, heritage, landscape, protection and any other identified management issues;
- **Management Strategy** – a summary of the key overall objectives for managing the site, as identified by the audit;
- **Outline Management Programme** – a summary of the management actions identified for the site as a result of the audit and consultation process, with anticipated timelines for completion;
- **Potential Enhancement Projects Requiring External Support** – a list of projects that would enhance the quality of one or more aspects of the site, for which additional support would be required;
- **External Operational Stakeholders** – a list of external stakeholders who have an operational input to the site, who have been consulted as part of the compilation of the Individual Site Plan;
- **Bibliography** – a list of existing reports (if available) that have formed part of the audit for the ISP; and
- **Appendices** – including a detailed activity plan.

### 3. BACKGROUND

#### 3.1 Introduction

The Chingford area is roughly the mid-point in the north-south 14-mile crescent that is Epping Forest today. It encompasses an extensive tract of varied terrestrial and aquatic habitats, occupying a wide, gently sloping plain to the south of High Beach, between the valleys of the Lea and Ching. There are three high points - Yardley Hill and Pole Hill in the west, which slope steeply west down to the Lea valley, and Dannet's Hill on which Queen Elizabeth Hunting Lodge (QEHL) is situated, a unique Tudor hunt standing of national historic importance.

Parts of the Chingford area, such as Barn Hoppitt, have an especially high conservation value for the scarce habitats and species present, and the abundance of ancient Oak pollards; much of the Chingford area is included in the Epping Forest Special Area of Conservation (SAC), a statutory designation of international importance. Other areas, such as Connaught Water, QEHL and the Chingford Golf Course are of important amenity value, attracting a wide spectrum of visitors from beyond the immediate locality. The Visitor Centre at Chingford and Butler's Retreat café, both adjacent to QEHL, and the Holly Trail café next to Bury Road car park are popular with visitors.

The Chingford area comprises five Forest management compartments (24, 25, 26, 27 and 29) covering a total area of 420 hectares (17.5% of Epping Forest). Compartment 27, most of compartment 24, the northern half of compartment 25 and a wedge of compartment 26 are within Epping Forest District Council (EFDC), whilst the majority of compartment 26 and the southern half of compartment 25 are in the London Borough of Waltham Forest (LBWF). Compartment 29 is split into three Local Authorities: the LBWF to the west of the River Ching, EFDC to the east of the River Ching, and the London Borough of Redbridge to the east of the River Ching southwest of Tuttlebee Lane and a ditch that runs parallel with this Public Right of Way.

From the Chingford area, Epping Forest extends north into Fairmead and Whitehouse Plains (compartment 22), east across the Epping New Road (A104) to Strawberry Hill (compartment 23) and Warren Hill/Powell's Forest (compartment 28) and south into Hatch Forest & Plain (compartment 30). To the west, the Lea Valley Regional Park is an extensive area of mixed terrestrial habitat, canals, river, backwaters and two large reservoirs (King George's and William Girling), whose boundary is only about 150m from the Epping Forest boundary at its closest, west of Yardley Hill.

The hamlet of Sewardstonebury lies to the north of Chingford Plain between areas of open farmland and a golf course, whilst immediately to the south of Rangers Road lies the conurbation of Chingford Green (population 10,287 in 2011). Further east and south of Rangers Road, the suburbs of Chingford, Woodford and Buckhurst Hill squeeze Epping Forest into a narrow stretch of semi-natural habitat between build up areas.

There are approximately 38 km of COL managed paths within the Chingford area as detailed in the Path Policy Development Note (COL, 2020a).

Figures 1 a-c show the locations of the Forest management compartments in the Chingford area, with features of interest mapped, whilst Figure 1 d shows the honeypot locations around QEHL in more detail, along with the many features of interest in this area.

### 3.2 Chingford Plain and Dannel's Hill

The heart of the Chingford area is an expanse of Epping Forest known as 'Chingford Plain' (compartment 26). Chingford Plain is, as the name suggests, a largely flat plain lying on London Clay, but rising to the south up Dannel's Hill, capped by fluvial gravels, towards a busy road (Rangers Road, the A1069). The plain is the remnant of a former medieval hunting ground, marked on the Chapman and Andre 1777 Map of Essex as 'Chingford Fairmaid Bottom'; it is a rare example in the area of grassland with a recorded ancient history. Queen Elizabeth Hunting Lodge (QEHL), a former royal 'hunt standing', is located at the brow of this hill, from which there are extensive views north across the Plain. Adjacent to QEHL are the Epping Forest Visitor Centre at Chingford, Butler's Retreat café, and a Brewers Fair public house and Premier Inn Hotel (the Royal Forest pub, owned by COL).

To the west and down the hill from QEHL, the Bury Road car park is a large COL car park adjacent to the Chingford Golf Course clubhouse and car park, which also has a small café, the Holly Trail Café, and a cycle hire business, Go Further Cycling. To the west of Bury Road lies the Chingford Golf Course. Further north along Bury Road, the former Jubilee Retreat now hosts the Golf Course yard and staff room for COL golf course personnel, and the headquarters for a local running club, the Orion Harriers.

Queen Elizabeth Hunting Lodge is one of Epping Forest's most important heritage assets; it was built for Henry VIII in 1543, when it was known as the 'Great Standing' (and subsequently as 'Great Hunt Standing'). QEHL is a Grade II\* listed building (Historic England, 1954).

This part of Epping Forest is rich in heritage and it is also one of the Forest's most popular locations. In order to better cater for visitors, the Epping Forest Visitor Centre and Museum at Chingford was opened in 2012 as part of an HLF funded project ('Branching Out'), in converted 20<sup>th</sup> century stable buildings. As part of the same HLF project, Butler's Retreat café was refurbished; the café building is a former barn dating from the mid-19<sup>th</sup> century and a Grade II listed building (Historic England, 1986).

Chingford Plain is thought to have had an open aspect since before Queen Elizabeth Hunting Lodge was built. Part of the area is currently mown for amenity use, with an area set aside for flying model aeroplanes. Much of the remainder is a mosaic of tussock grassland and scrub patches, providing excellent habitat for many species of birds. There is a central drainage ditch with a band of dense scrub growing along it; a band of secondary woodland to the north of the open plain is included within this compartment because, historically, it was part of the plain.

There is one pond within the management compartment, Butler's Retreat Pond, adjacent to Butler's Retreat café.

### **3.3 Barn Hoppitt and Whitehall Plain**

On the southern side of Rangers Road, Barn Hoppitt and Whitehall Plain (compartment 29) are open areas of wood pasture and grass, historically contiguous with Chingford Plain. Barn Hoppitt is unique in Epping Forest, being the best example of Oak wood pasture in the Forest, with well-spaced ancient Oak pollards over sparse grassland with many anthills and a mosaic of scrub patches; it is ideal habitat for bats and rare species of beetle. The River Ching meanders through the compartment from north to south and there is a large pond, Warren Pond. The ancient pollards and associated habitat in the Barn Hoppitt area are of outstanding international conservation importance.

Barn Hoppitt has a small car park off Rangers Road, opposite the Visitor Centre, and a further small car park adjacent to the Connaught Tennis Club (COL, 1987); consequently, the area is easily accessible. Additional visitors come from the Visitor Centre at Chingford and Butler's Retreat café across Rangers Road. The Barn Hoppitt area and, to a lesser extent Whitehall Plain, are popular with visitors, who appreciate the opportunity to walk in varied habitats, in particular among the ancient pollards, within close proximity of the visitor facilities across Rangers Road, and to combine such a walk with a visit to the historic Queen Elizabeth Hunting Lodge.

### **3.4 Connaught Water**

Connaught Water (compartment 27) lies to the northeast of Chingford Plain; its main feature is the large lake, which was constructed in 1881 and enlarged in 1893; it is named after the Duke of Connaught, the first Ranger of Epping Forest. This shallow lake was designed by William D'Oyley and was constructed to help drain Fairmead Plain which lies to the north; it forms the headwaters of the River Ching, which flows south across Barn Hoppitt and Whitehall Plain. Until the 1980s, paddling and boating were allowed on Connaught Water; the lake is still hugely popular with visitors for its scenic quality, the presence of an easy access path, car park and opportunities for picnicking and feeding the ducks. The lake is also a short walk of around 850 m from the Visitor Centre at Chingford, Butler's Retreat café and Queen Elizabeth Hunting Lodge, which further enhances its appeal to visitors.

Much of the remainder of the compartment is a mosaic of scrub, small glades and well-developed secondary woodland over former very open Oak wood pasture, with a few ancient pollards. The Red Path is a surfaced path linking the car park at Connaught Water with Fairmead Plain; a deep ditch runs parallel to the path, which takes drainage run-off from the hills to the north and feeds into Connaught Water.

### 3.5 Bury Wood

To the north of Connaught Water and Chingford Plain lies Bury Wood (compartment 24), an area of predominantly Hornbeam-Oak pollard woodland, with woodland glades, several surfaced paths and numerous unsurfaced paths, on land that slopes gently upwards to the north. This part of the Chingford area is less heavily frequented by visitors than the honeypot locations around the Visitor Centre, QEHL and Butler's Retreat café and Connaught Water, but those looking for a longer walk or cycle do use the many paths in this area, for example along Jubilee Ride from Bury Road car park to Connaught Water. Two waymarked trails are signposted in Bury Wood, one beginning at Connaught Water and the other at the Holly Trail café / Chingford Golf Course.

Grimston's Oak, situated around 300m north of Connaught Water, is a significant tree in Epping Forest, which stands in a clearing at the junction of three Forest paths. The tree has a girth of around 16 feet (4.8m) with wide spreading branches and is thought to be at least 350 years old. It is included in Epping Forest District Council's 'Favourite Trees' project, which aimed to celebrate the importance of trees within the district (Epping Forest District Council, 2008). The tree appears to be named after the Honourable Robert Grimston, a distinguished 19<sup>th</sup> century cricketer; the Cuckoo Oak and Bedford's Oak are two alternative names for the tree.

Past extraction of gravel in Bury Wood has resulted in hummocks and hollows within this part of Epping Forest; the Cuckoo Pits are the only former gravel pits to hold water year round – they are particularly important for invertebrates and amphibians. The Cuckoo Brook drains hills to the northwest of Bury Wood; the brook cuts across Bury Wood to the southeast, joining with the River Ching as it flows out of Connaught Water, via a ditch on Chingford Plain.

### 3.6 Yardley Hill and Pole Hill

The western fringes of the Chingford area (compartment 25) comprise a mixture of grassland, scrub, ancient woodland with Hornbeam pollards, secondary Oak infill, and green lanes. There are two high points, Yardley Hill and Pole Hill, linked by Daisy Plain. Yates Meadow is the continuation of Yardley Hill. Gilwell Lane is a green lane on the northern edge of the compartment; once upon a time, the lane would have given access to the fields on Yardley Hill from Gilwell Farm (not part of Epping Forest) to the north. Woodman's Ride is the only official surfaced path in the compartment; together with a Public Right of Way on Yardley Lane, the ride links Bury Road with Sewardstone Road. Further official unsurfaced paths connect the various parts of the compartment.

Yardley Hill has patches of chalky boulder clay, the only location in Epping Forest where this type of calcareous geology is uppermost; the grassland in this location supports lime-tolerant plant species not found elsewhere in Epping Forest.

Hawk Wood is the only ancient woodland in the compartment; it extends across the north-western slope of Pole Hill. The remainder of Pole Hill was once open grassland, but considerable scrub and secondary woodland invasion of the grassland has occurred, merging with the original footprint of Hawk Wood. The Greenwich Meridian passes through the apex of the hill - an Ordnance Survey obelisk and triangulation point mark the spot. Part of Pole Hill was formerly owned by T. E. Lawrence; a building from there was removed to the Warren Yard.

Yardley Hill, Pole Hill and Yates Meadow are somewhat remote from the honeypot locations of the Chingford area and are comparatively quiet; local residents appreciate the views of the surrounding countryside from the top of Yates Meadow, as well as its flora in late spring/early summer.



## 4. PROPERTY MANAGEMENT CONTEXT

### 4.1 Statutory Designations

- Special Area of Conservation (SAC): All of Bury Wood and Connaught Water are within the Epping Forest Special Area of Conservation, as is the majority of Barn Hoppitt, with only The Birkbeck at the southern end of the compartment and a sliver to the west of Forest Side not included. Most of Yardley Hill and Pole Hill is included within the SAC, apart from small slivers at the northern and southern ends. The eastern half of Chingford Plain is within the SAC, but the western half and Chingford Golf Course are excluded.
- The Chingford area within the Epping Forest SAC forms part of an internationally important site within a network of such sites across Europe, specially protected under UK law by the Conservation of Habitats and Species Regulations 2017 (as amended). The qualifying features of Epping Forest SAC are wet heathland with Cross-leaved Heath, dry heath, Beech forests on acid soils and the presence of Stag Beetle. The SAC is regularly assessed for its “favourable conservation or condition” status to ensure that the wildlife habitats support the range of scarce species for which it was designated. Condition assessments are undertaken on a unit (compartment) basis by Natural England, who assess unit condition against both SAC and SSSI condition targets - see below for a summary of unit conditions.
- Site of Special Scientific Interest (SSSI): In the Chingford area, the SAC designation overlaps exactly with the Site of Special Scientific Interest (SSSI) designation, though the area immediately east of Bury Road, including Dannet's Hill, is not within the SSSI/SAC. The ecological condition of each SSSI unit has been assessed by Natural England (NE), as detailed below. For all seven SSSI units, notwithstanding the unit condition assessment outcomes, Natural England states that there remains a very significant issue relating to air quality and the related deposition of acidity and of nitrogen. Many veteran trees within [each of] the unit[s] display clear symptoms of stress, bryophytes are sparse and species-poor, grassland areas show excessive growth of grass compared to broad-leaved species, and there are dense stands of nettles along roadsides and ride edges.
  - Compartment 24 (Bury Wood, NE unit 124): assessed as ‘favourable’ in January 2010 (Natural England, 2010), on the basis of survey data and the effect of all the ongoing and planned management works. However, notwithstanding the assessment, Natural England states that *‘the anticipated recovery in the condition of the grassland areas is reliant upon continuation of the extensive grazing regime.’*
  - Compartment 25 (Hawk Wood and Yardley Hill, NE unit 125): assessed as ‘unfavourable – recovering’ in January 2010 (Natural England, 2010), on the basis of survey data and the effect of all the ongoing and planned management works. However, notwithstanding the assessment, Natural England states that *‘there is excessive growth of bramble and the anticipated recovery in the condition of the grassland/heathland areas will not take place unless an extensive grazing regime is re-introduced as planned.’*
  - Compartment 25 (Pole Hill, NE unit 225): assessed as ‘unfavourable – no change’ in January 2010 (natural England, 2010), on the basis of survey data and having taken into account the effect of all ongoing and planned management works. Woodland and scrub management are underway. However, the acid grassland areas are currently undermanaged, resulting in poor floristic diversity and shading of anthills. This is due to be addressed by management but is considered to be a lower priority than some other areas. Natural England states that *‘the anticipated recovery in the condition of the grassland areas will not take place unless management continues to take place as planned’.*
  - Compartment 26 (Chingford Plain, NE unit 126): assessed as ‘unfavourable – recovering’ in January 2010 (Natural England, 2010), on the basis of survey data and the effect of all the ongoing and planned management works. However, notwithstanding the assessment, Natural England states that *‘the anticipated*

*recovery in the condition of the grassland areas is reliant upon continuation of the extensive grazing regime. Some of the water bodies within the unit are also in a sub-optimal condition, which may affect the unit's long-term ability to provide supporting habitat for the assemblages of Odonata and of amphibians.'*

- Compartment 27 (Connaught Water, NE unit 127): assessed as 'favourable' in January 2010 (Natural England, 2010), on the basis of survey data and the effect of all the ongoing and planned management works. However, notwithstanding the assessment, Natural England states that *'Connaught Water is in a sub-optimal condition due to eutrophication, which may affect the unit's long-term ability to provide supporting habitat for the assemblages of Odonata and of amphibians.'*
- Compartment 29 (Barn Hoppitt, NE unit 129): assessed as 'unfavourable – recovering' in January 2010 (Natural England, 2010), on the basis of survey data and the effect of all the ongoing and planned management works. However, notwithstanding the assessment, Natural England states that *'the anticipated recovery in the condition of the grassland/heathland areas will not take place unless an extensive grazing regime is re-introduced as planned. Warren Pond is also in a sub-optimal condition, which may affect the unit's long-term ability to provide supporting habitat for the assemblages of Odonata and of amphibians.'*
- Compartment 29 (Whitehall Plain, NE unit 229): assessed as 'unfavourable – recovering' in January 2010 (Natural England, 2010), on the basis of survey data and the effect of all the ongoing and planned management works. Natural England states that *'the anticipated recovery in the condition of the grassland areas will not take place unless management continues to take place as planned'.*
- All the SSSI condition assessments are over 10 years old and may no longer reflect the current position and a review by Natural England is pending.
- Metropolitan Green Belt: The whole of Epping Forest within both Epping Forest District Council and the London Borough of Waltham Forest is designated Metropolitan Green Belt. Chapter 13 of the National Planning Policy Framework (Ministry of Housing, Communities and Local Government, 2019) sets out the fundamental aims of the Metropolitan Green Belt policy and the framework for its protection from urban sprawl.
- Site of Importance for Nature Conservation: The majority of Epping Forest land within the London Borough of Waltham Forest, except for slivers of Chingford Golf Course, is designated as a Site of Importance for Nature Conservation (SINC). These sites are of particular importance to wildlife and biodiversity in the London Plan, which receive a high level of protection from development within the planning system.
- Local Wildlife Site: Yardley Hill Meadow is a local wildlife site, designated by Essex Wildlife Trust in 2009 for its floristic diversity and a species assemblage which suggests that it is old grassland.  
(<http://www.essexwtrecords.org.uk/LoWS/Ep8>)
- Queen Elizabeth Hunting Lodge: A former hunting lodge, QEHL is a Grade II\* Listed Building (Historic England, 1954), described as *'Early C16, much restored. Exposed timber framing; plaster infill. Pitched tiled roof to eaves. 'L' shaped plan with staircase in south wing. 3 storeys. 3 x 2 bays with 2 x 2-bay stair wing. Mullioned windows, mainly 2-light. Windows and decorative features mostly late C19. Interior having open queen post roof with windbraces. Early and rare example of this building type.'*
- Butler's Retreat: A Grade II Listed Building (Historic England, 1986), described as *'Detached house. Probably early C19. Timber framed, weatherboarded, on brick base. Old tiled roof, steeply pitched to eaves. 2 storeys. 3 bays with 1-storey lean-to bay to left. Exposed timber posts between bays. Central square-headed entrance, planked door. Square-headed casement windows, with timber hoods. Rear facade similar but with long central window. Exposed rafters. Included for group value.'*
- Ordnance Survey Obelisk, Pole Hill: Grade II Listed Building (Historic England, 1987). Described as *'Granite monolith, 1824. Above eight feet high with battered sides and flat top. Inscribed plaque inset. Erected to mark the*

*direction of the true north from the Royal Observatory at Greenwich. The meridian was changed in 1850 and the point of zero now passes 19 feet to the east of the Obelisk.'*

- Archaeological Priority Areas: London Borough of Waltham Forest has recently reviewed the Archaeological Priority Areas (APAs) in the borough (LBWF, 2020).
  - Tier 1 APA: Queen Elizabeth's Hunting Lodge APA is classified as Tier 1 because it contains the best-preserved example of a timber-framed building as a royal standing for hunting and its immediate setting in England. Butler's Retreat and the Royal Forest Hotel represent later nineteenth century iterations of the usage of this area of Epping Forest for recreation and refreshment. In addition, the APA represents an open and undeveloped area which contains heritage assets of archaeological interest dating to the prehistoric period.
  - Tier 3 APA: Epping Forest APA has recently been classified as Tier 3 because it covers surviving portions of the ancient Epping Forest and can provide an insight into the use of the forest during the medieval and post- medieval periods. In addition, the APA represents a large, open and undeveloped area which has potential for heritage assets of archaeological interest dating to the Prehistoric, Roman and Saxon periods.

## 4.2 Flood Risk

- Connaught Water: Connaught Water is of irregular shape, extending to a maximum length of about 300 metres between the northern and southern extremities, and contains four islands. The reservoir dam is located along the southwestern side of the reservoir and contains the overflow works to the River Ching, which initially flows in a south-south-westerly direction.
- National Flood Risk: Under the Reservoirs Act 1975 as amended 2010, Connaught Water is classified as a Large Raised Reservoir. There are statutory requirements placed upon COL to monitor and maintain the Connaught Water dam and associated infrastructure to standards set out in the Acts.
- Reservoir Inspection: On 24 March 2016, Atkins (2016) undertook an inspection of the reservoir and dam for the purposes of the Reservoirs Act 1975 as amended 2010; such inspections are required every 10 years. Recommendations arising from this inspection are detailed in Appendix 2.
- There are three substantial pieces of repair work to the dam structure that are outstanding as of June 2020:
  - the revetment (wharfing and geotextile) on the upstream slope be replaced as and when necessary;
  - leakage through the overflow weir should be stemmed; and,
  - any scour damage to the path should be repaired and a low bund erected to ensure the flow goes to the forest and not along the toe of the dam.
- It is the view of COL DBE that all three pieces of repair work should be completed before the next statutory inspection in 2026 (Bilkh, J., pers. comm.). For all three, the issue preventing completion is the current lack of funds to undertake the work, as DBE do not have suitable machinery to carry out the repairs 'in house'.
- Connaught Water also floods at the upstream end of the lake each winter, which in turn floods the Easy Access Path, impeding access. Winter flooding also occurs along the Red Path from the main ditch draining into Connaught Water, which drains the hills to the north. A study of the hydrology of the area is required to tackle this issue, looking at potential actions in the ditches further upstream to hold back and slow down the water flow, for example by creating leaky dams, sluice gates and/or new ponds.
- Warren Pond: This pond is a former gravel excavation with a constructed bund, though the pond is not sufficiently large to fall under the Reservoirs Act 1975 as amended 2010. The bund is not currently inspected on a regular basis; going forward, it will be inspected regularly, along with a piped outfall.

### 4.3 Tree Safety

- Tree Safety: There are four different tree safety zones identified for each of the five compartments in the Chingford area:
  - Red + Zone Trees along main roads, around car parks, the heavily frequented areas around the Visitor Centre at Chingford, Queen Elizabeth Hunting Lodge and Butler's Retreat café, along the easy access path at Connaught Water, the Grimston's Oak clearing, the access road to the Connaught Club and a heavily visited clearing with ancient trees to the east of the Connaught Club; all areas are surveyed annually by specialist external tree safety consultants.
  - Red Zone Trees alongside minor highways, around the Jubilee Retreat building and immediately east of Barn Hoppitt car park are surveyed every two years by specialist external tree safety consultants.
  - Amber Zone Trees in areas highly frequented by the public, including the whole of Chingford Gold Course, and where trees abut properties, are surveyed every three years by specialist external tree safety consultants.
  - Green Zone Trees alongside the official path network as identified on the Epping Forest visitor map are surveyed by City Corporation Forest Keepers on a five-year rotation.

### 4.4 Wildfire Risk

- Barbeques and fires, although against the byelaws, are still used by some visitors and pose a significant risk to the important veteran tree habitats of the SAC, as well as the wider environment and neighbouring properties and roads. Wildfire is more prevalent and more likely to become out of control in open grass, scrub and heathland habitats where the fuel-load (particular vegetation types and structures) is also high. Fires and barbeques within the woodland on the fibrous peaty soils are a serious concern because of their direct proximity to the ancient trees and that the fires can burn underground unseen.
- The key habitat in the Chingford area requiring a wildfire risk assessment is the rough grassland and scrub of Chingford Plain. COL are in the process of preparing site-specific risk assessments but also site-specific wildfire management plans and wildfire response plans (the latter required by Essex Fire & Rescue Service and the London Fire Brigade) for all areas of Epping Forest deemed to be at risk of wildfires. The fire risk assessment and wildfire management and response plans for Chingford Plain are due to be finalised by the summer 2021.

### 4.5 Invasive Non-Native Species (INNS)

- Oak Processionary Moth (*Thaumetopoea processionea*): The larvae of the non-native Oak Processionary Moths are a risk to human health and they are present throughout Epping Forest. Oak Processionary Moths prefer open grown Oak trees; nests have been found in recent years in trees around Connaught Water, adjacent to the Visitor Centre at Chingford and Queen Elizabeth Hunting Lodge, and besides the Warren Pond. Future responses will involve removal of the nests, especially at lower levels, with some pesticide treatment in limited cases, such as in high visitor access areas, e.g. around the Visitor Centre and QEHL.
- New Zealand Pigmyweed (*Crassula helmsii*): This non-native species is present in Butler's Retreat Pond, Warren Pond and Chingford Golf Course lower/new pond. Currently, there is no specific control of *Crassula helmsii* in these ponds.
- Ash Dieback (*Hymenoscyphus fraxineus*): This highly destructive fungal disease has the potential to cause significant damage to the Ash trees of Epping Forest, with implications for woodland biodiversity and ecology; there is no

known cure. Local spread (up to 10s of miles) of the fungal spores can be caused by wind dispersal, though spores can also be spread between woodland sites by the mud on walking boots and wheels (bikes, wheelchairs, pushchairs).

- Canada Goose (*Branta canadensis*): Canada Geese, a non-native species, are heavy grazers of aquatic and waterside vegetation, their droppings increase nutrient levels in water bodies and soils and their trampling can exacerbate bankside erosion. The Canada Goose population at Connaught Water requires ongoing management. As Connaught Water is within the Epping Forest SAC, the Department of Environment, Food and Rural Affairs general licence (Defra, 2020) relied upon to control these birds is invalid and an individual licence from Natural England is required to undertake Canada Goose control.
- Other INNS present in the Chingford area compartment are:
  - Cherry Laurel in compartment 25;
  - Sycamore and Terrapin in compartment 27; and,
  - Parakeet, Muntjac and Grey Squirrel in all compartments.
- An Invasive Species and Biosecurity Policy (COL, in prep) will review the high-risk species and prioritise monitoring and controlling INNS and other invasive species in Epping Forest. Biosecurity policy will be developed alongside the INNS policy, and biosecurity protocols developed for each species or location as required.

#### 4.6 Infrastructure

- Department of the Built Environment (DBE) structures: There are a number of DBE structures in the Chingford area, notably the dam at Connaught Water and its outfall, as well as the car parks, paths and fencing in the Chingford area. COL Epping Forest has a budget from DBE for maintenance of these structures; a Reservoirs Management Policy Development Notes (COL, in prep) will detail the maintenance schedule.
- Information boards/signposts: There are a large number of COL signs in the Chingford area, of various ages, designs and functionality. Signage and interpretation are being reviewed across Epping Forest and a strategy should be complete in 2021. The issues around signage are considered in detail in the Access and Visitor Services sections of this ISP.
- Boardwalk and fishing platforms: A boardwalk and two accessible fishing platform were installed by Epping Forest staff with volunteer help, as part of the HLF Branching Out project. Maintenance inspections of these structures are undertaken once per year by EF staff. The structures are approximately half way through their working life and there is a need to plan for their eventual replacement.
- Forest Furniture:
  - Picnic tables and benches: A number of wooden picnic benches and benches are provided by COL in the Chingford area; these are positioned close to the Visitor Centre, around Butler's Retreat café and adjacent to QEHL.
  - Rubbish bins: Rubbish bins are provided throughout the Chingford area, concentrated around those locations with the highest visitor numbers. However, there remains a significant litter problem in the Chingford area, which is a combination of a number of inter-related issues that will be addressed as part of a future review of litter management.

## 4.7 Property / Boundaries

- COL properties on Epping Forest land exist on a sliding scale of responsibility between COL Epping Forest and COL City Surveyors (CS) departments, as dictated by the specific lease agreements for each property. These are collated in a 'Division of Responsibilities' document for each property.
- Appendix 3 lists the buildings and structures within the Chingford area of Epping Forest, with further notes on the buildings, their occupancy, heritage listing (if any) and whether the building/structure has a Conservation Statement or Conservation Management Plan.
- Queen Elizabeth Hunting Lodge (QEHL): QEHL is of particular importance, as the Tudor 'hunt standing' is a historic building, built in 1543 for Henry VIII. Ownership of the building passed to COL as part of the Epping Forest Act 1878. It is a Grade II\* listed building (Historic England, 1954) and regular assessments of the fabric of the building are undertaken by specialist contractors to monitor its condition.
  - A spreadsheet of planned costed maintenance works for QEHL was created in 2016 (COL, 2016), to cover the following 20 years.
  - Conservation Statement and Conservation Management Plan (CS and CMP): A *Conservation Statement* (CS) is a concise document presenting the current understanding of a building or heritage site, its significance and its conservation issues. A *Conservation Management Plan* (CMP) is a more detailed document that helps to develop the management strategy for historic assets, sites and places. It explains the significance of the asset and examines how any future use, management, alteration or repair will be carried out in order to retain that significance. It informs the way an asset is conserved and managed.
  - A draft Conservation Statement (Martin Ashley Architects, 2018 *in draft*) is available. The report made recommendations for remedial works required; these recommendations need to be reviewed to ascertain the current status of planned remedial works.
  - Despite being a Grade II\* listed building, Queen Elizabeth Hunting Lodge does not currently have a Conservation Management Plan; commissioning a CMP for QEHL should be a priority.
  - An assessment of timber condition, monitoring of timber moisture content and beetle numbers was made on 27 April 2018 (FloydConsult, 2018). Conclusions from the report and unresolved issues are as follows:
    - Beetle numbers: The report was unable to draw any conclusions from the numbers of recorded Deathwatch beetles and elytra (wing casings) found during the survey (FloydConsult, 2018).
    - Moisture monitoring system: Data logging by the moisture management system was insufficient to draw conclusions at the time of the April 2018 assessment (FloydConsult, 2018).
    - Timber condition: There is some deterioration of the section of sole plate adjacent to the west entrance. However the emerging beetles will not be able to infest other parts of the building as it is generally well maintained, with water able to effectively run off the external surfaces of the framework (with the exception of the sole plate adjacent to the west entrance). The localised decay and increased moisture levels are not unusual, low down on south and west facing positions. No repairs are necessary yet (FloydConsult, 2018).
- Wayleaves: There are 352 private property accesses across Forest land in the Chingford area, as follows:
  - Compartment 24 – 12 accesses;
  - Compartment 25 – 209 accesses;
  - Compartment 26 – 7 accesses;
  - Compartment 27 – 0 accesses; and,
  - Compartment 29 – 124 accesses.



- An Access Audit (COL, in prep) is currently ongoing, which will audit all third-party access on Forest land in the area and determine the future wayleave agreement requirements.

#### 4.8 Highway Verges

- All the verges in the Chingford area suffer from significant encroachment from parked cars, especially at weekends and Bank holidays, creating hazardous conditions along the roads. Illegal parking along Rangers Road is a particular problem, with the number of visitors frequently exceeding the number of official car parking spaces at the Connaught Water car park. Roadside parking along Bury Road also occurs, though to a lesser extent as the Bury Road car park capacity is greater.
- Sightlines at car park entrances and road junctions are cut annually by COL in June/July.

#### 4.9 Utilities

- Thames Water pipeline: An easement was granted to South Essex Waterworks Company (now Thames Water) to lay a water main pipeline across Epping Forest land in the Chingford area, from Kings Head Hill (A110) in the west to the Epping New Road (A104) and beyond in the east.
  - The Deed of Grant (COL, 1962) states in Paragraph 3 of the Second Schedule (Restrictions and stipulations to be observed and performed by the Conservators) that *‘Nothing shall be built erected constructed laid placed planted or grown in under or upon the said land which would render the exercise of the rights and easements hereby granted or any of them substantially more difficult or costly or which may be in any way diminish interfere with or damage the purity or flow of water coming to or carried by the said pipes.’*
  - An analysis of 2019 aerial photography along the pipeline route shows that, in several locations along the pipeline, the vegetation has not been maintained as grassland. Over time, these sections have been invaded by scrub and trees. Appendix 4 shows aerial photographs for the locations of concern, and actions to address the issue are in the Outline Management Plan table of this ISP.

### 5. MANAGEMENT CONSIDERATIONS

#### 5.1 Ecological

- Outstanding conservation value: Epping Forest is a unique landscape, distinct from the surrounding countryside as a result of over a thousand years of sustainable management by people and their domestic animals. *“In 1878, Epping Forest was a complex and balanced system, every acre the product of centuries of peculiar land uses, and a thing of distinction and beauty; with its combination of pollards and heather, there was probably nothing quite like it in the world”* – taken from Oliver Rackham's *The History of the Countryside* (1986). The resulting wood pasture habitat with ancient pollards is a landscape of immense conservation value due to its rarity. It is one of a few remaining large-scale examples of wood pasture in England and encompasses one of the largest populations of ancient trees in any site in Europe.
- This wood pasture also supports outstanding assemblages of invertebrates, fungi and amphibians, and an important breeding bird community. The Chingford area includes most of these high nature conservation value habitats, including ancient semi-natural woodland, scrub, acid grassland, heathland, marsh and open water.
- Global climate emergency: The City of London Corporation (COL) has adopted a radical Climate Action Strategy (CAS) as its contribution to addressing the Global Climate Emergency (COL, 2019a). The Climate Action Strategy 2020-2027 sets out how COL is committed to reducing its contribution to the factors that cause climate change, as

well as adapting to the impact of a changing climate and the extreme weather events, such as storms and flooding, that are likely to increase in frequency and severity. The CAS sets out the steps towards achieving net zero carbon emissions, building climate resilience and championing sustainable growth.

- The global climate emergency is an over-arching and increasingly serious problem, which needs to be factored into management decisions for the site and, particularly, the protection of its scarce habitats and species. The effects of the climate emergency will increase the susceptibility of the trees and vegetation to diseases and drought.
- Favourable Condition of the SSSI compartments/units – Site Improvement Plan (SIP): Management work will need to try to address the two key problems for favourable condition identified by Natural England: air pollution and recreational pressure (Natural England, 2016). To address the former, a close working relationship is required with other stakeholders, particularly Epping Forest District Council and the London Borough of Waltham Forest, through the updating of their Local Plans and their highways and development proposals. Recreational pressure also needs to be considered and this ISP outlines possible management proposals that will help address the issues of visitor numbers and help to protect habitats such as the wood pasture with its ancient pollards and acid grassland. Natural England also specifically mentions the continuation or reintroduction of extensive grazing as planned is key to the anticipated recovery of several of the management units in the Chingford area. Furthermore, the water bodies in the Chingford area are in sub-optimal condition, which may affect the ability of the management units to provide supporting habitat for Odonata assemblages and amphibians.

#### Lowland wood pasture<sup>1</sup>

- The UK Habitat Action Plan (UK HAP) defines lowland wood pasture ‘as areas that have been managed by long-established tradition of grazing, characteristically with at least some veteran trees. The tree component can occur as scattered individuals, small groups, or as more or less complete canopy. Depending on the degree of canopy cover other semi-natural habitats, including grassland, heath, scrub etc may occur in a mosaic with woodland communities.’ The density of trees, therefore, ranges widely across sites and could be as low as 1 per hectare, with Epping Forest at the higher density end of the scale.
- Epping Forest has been grazed by cattle and ponies and other animals including deer for over 1,000 years. Unlike the other Essex Forests of Writtle or Hatfield, Epping Forest has always been un-compartmented and Commoners’ cattle were free ‘to wander all over the Forest’ (known as inter-commonage). However, grazing of Commoners’ cattle ceased in 1996 following the outbreak of mad cow disease (Bovine Spongiform Encephalopathy, BSE).
- Since 1993, with the development of the first (COL, 1998) and second (COL, 2004) Epping Forest Management Plans, there have been a series of reports approved by the Epping Forest and Open Spaces (now Commons) Committee which have aimed at supporting and re-introducing grazing to Epping Forest in incremental steps. Each step has built on the previous ones and the approach to grazing on the Forest has gradually taken shape leading to the current Grazing Strategy (COL, 2008a); the aims of the grazing strategy have been reiterated in the most recent Epping Forest Management Plan (COL, 2019b).
- Key to the restoration of extensive grazing across Epping Forest, but particularly in the Chingford area, has been the Higher Level Stewardship Scheme (HLS) agreement, which ran from 2008-2018 (COL, 2008b), in which large areas of wood pasture were partially restored.

<sup>1</sup> For background on the importance of Woodpasture please see the video narrated by the Epping Forest Head of Conservation <https://ptes.org/wpnpn-videos-launch/>



- In addition, a Heritage Lottery Funded project ('Branching Out') ran from 2006 (COL, 2006a); the project had a wide remit, but included the installation of infrastructure, such as invisible fencing, wooden fencing along major roads and cattle grids, to facilitate the expansion of grazing across Epping Forest's wood pasture habitat.
- Much of the Chingford area is now in a 10-year Countryside Stewardship Scheme (CSS) agreement (COL, 2019c), in order to further support continued wood pasture restoration and extend cattle grazing to other key areas of Epping Forest, including Yardley Hill, Yates Meadow and Daisy Plain. Wood pasture restoration has been ongoing in Barn Hoppitt since 2003, and grazing of the compartment will be included in a subsequent CSS application, which will cover the remaining areas of Epping Forest.

### *Barn Hoppitt*

- Barn Hoppitt is unique in Epping Forest, being the best example of Oak wood pasture in Epping Forest, with 343 large open grown Oak pollards in about 30 hectares of wood-pasture, with relatively low densities of Hornbeam (37 pollards) and a concomitantly large area of remnant ant-hill-covered grassland, now mostly infilled with young and maturing trees.
- There are only 38 known sites with more than 100 ancient trees in the UK; of these only 10 have more than 1,000 ancient trees. Barn Hoppitt, which contains more than 350 ancient trees, is therefore a nationally important site for ancient trees on its own merit. Given the evidence from Europe of the importance of the UK for large old Oaks, the compartment's special saproxylic (dead-wood) fauna (see Invertebrates below), its old-growth characteristics and dead wood, Barn Hoppitt on its own is undoubtedly of international conservation importance (Dagley, J.R. and Froud, A., 2006).

### Ancient/veteran trees

- Pollard management across Epping Forest went into decline in the 19<sup>th</sup> century. Consequently, Oak and Beech veteran pollards have grown beyond the optimal stage for re-pollarding, though these trees can be worked to stabilise their crowns and extend their life with the use of specialist tree surgery.
- One aspect of the HLF 'Branching Out' project (COL, 2006a) focused on specialist veteran tree management work on 1050 keystone Beech and Oak pollards within Epping Forest. The keystone trees were chosen as those in most need of specialist management, from 24,508 ancient trees that were mapped and recorded as part of the project (COL, 2008c). A proportion of these keystone trees will require further management in the next ten years.
- Hornbeam pollards have been shown to respond very well to re-pollarding when correct management techniques are implemented - Bury Wood has been a significant focus for veteran tree management for over 30 years, to restore both veteran Hornbeam pollards and the associated wood pasture habitat, with over 800 Hornbeam pollards restored back into a pollarding cycle. Some coupes (small areas within a compartment that are worked as a unit) are now on their 3<sup>rd</sup> pollarding cycle. At the top of Daisy Plain/Pole Hill/Hawk Wood (compartment 25), over 100 Hornbeam pollards have been re-pollarded, with a further 15 Hornbeam on Chingford Golf course re-pollarded.
- Over a thousand additional Hornbeam and Oak pollards were haloed (the removal of young, competing trees from around ancient trees) during the 10 years of Higher Level Stewardship, in preparation for 1,300 veteran trees to be worked within Bury Wood under the current Countryside Stewardship Scheme, over the next 10 years.
- Within Barn Hoppitt (compartment 29), the management of Oak pollards has been on-going since 2003, where 242 trees have received crown management to extend their life; these trees, along with another 100 Oak pollards have received halos.

- Health and condition monitoring of Oak pollards has been conducted annually on over 600 ancient pollards, including those at Barn Hoppitt, for nearly a decade.
- Threats to longevity of veteran trees include:
  - A lack of management until late into the 20<sup>th</sup> century, when veteran tree management was started;
  - Shade from secondary infill trees, especially for Oak;
  - Climate change, leading to increased instances of drought and storm events;
  - Atmospheric pollution;
  - Pests and diseases, to which trees stressed by climate change and pollution are more susceptible;
  - Visitor pressure, which has led to two situations that adversely impact ancient trees in the area:
    - Soil compaction and erosion, resulting in root exposure, damage and death, arising from the trampling pressure of visitors. Soil compaction and erosion reduces the ability of water to move through the soil, so there is inadequate movement of oxygen to roots, and reduces soil organisms such as earthworms, which reduces soil fertility and causes the loss of beneficial mycorrhizal fungi. In dry periods, compacted soils can become so hard that root systems cannot grow through the soil, leading to poor root systems.
    - Tree safety requirements in response to the red hazard category of busy public access areas has resulted in recommendations for interventions that potentially undermine the conservation value of some ancient trees, e.g. through dead wood removal in the tree crown, or removing defects that are potential bat roost features. Barbastelle bats use trees (dead or alive) with loose bark; they have also been shown in national studies to use up to 30 different roost sites throughout the year. Tree safety works can have a significant impact on Barbastelle, especially when felling dead trees.
- In 2019, a fencing trial was implemented around one tree in the High Beach area, to test the effectiveness of this approach for protecting ancient trees in a cost and landscape effective way. Materials used were round posts with a green polypropylene rope running through a hole in the top, with explanatory signage. This low cost approach appears to be successful, with the barriers remaining intact and little evidence of the public entering the enclosures, and may be considered for use in Barn Hoppitt, where there is both a concentration of ancient trees and high visitor footfall.

#### Acid grassland

- Acid grasslands are so-called because they are characterised by nutrient-poor (low nitrogen and phosphorus content) and acidic soils (those with a low pH – sandy/gravelly). The low nutrients and acidic conditions favour a wide diversity of specialist native plants that can thrive where the more common, faster-growing grasses cannot easily survive. Acid grassland is a UK Biodiversity Action Plan habitat, for which the Forest is partly notified under the SSSI. As such, they are a top priority for wildlife conservation nationally and, in the Chingford area, are represented by the following locations:
  - Barn Hoppitt (compartment 29) has open areas with short sparse acid turf on well-drained gravelly soil. Many anthills occur; Sheep's Sorrel and Cat's-ear are typical, whilst Tormentil *Potentilla erecta* and Trailing Tormentil *P. anglica* are both present.
  - Warren Wood Fields, now called Warren Wood Slope (in compartment 29, Barn Hoppitt), was formerly part of the golf course. It has a relatively rich acid and neutral grassland flora, including Grass Vetchling (*Lathyrus nissolia*) and an important population of Lady's Bedstraw. The wetter areas at the bottom of the slope support longer swards, including Wild Angelica (*Angelica sylvestris*).

- Chingford Plain golf course (compartment 26) which, although excluded from the SSSI/SAC, nonetheless supports acid grassland, with Mat-grass (*Nardus stricta*) and Heath Grass (*Danthonia decumbens*), and many anthills in the roughs. Some attempts were made to integrate conservation management with golf course management in the late 1990s and this work could be revived and targeted on re-opening the glades that supported acid grassland flowering species.
- The quality of the acid grassland in the Chingford area is being adversely impacted by the following significant issues:
  - Decline in grazing: Natural England has made it clear in its condition assessments that grazing needs to be reinstated on a much more widespread basis in order for management compartments to be returned to 'favourable condition' (Natural England, 2010). There are plans to graze Barn Hoppitt with Epping Forest's herd of English Longhorn cattle. The roughs around Chingford Golf Course are currently cut as part of the golf course management. Warren Wood Slope is managed by grazing and cutting.
  - Visitor impact: Increasing visitor pressure compacts the soil in heavily frequented locations, such as in Barn Hoppitt. The prescriptions of SSSI/SAC management preclude turning over the soil to loosen and aerate it in order to encourage grass growth, so once the soil has been compacted, the acid grassland flora does not recover. Newly developed desire lines have appeared over the past 18 months. There is also a marked yearly growth in desire line width, most noticeable on inclines on grassland.
  - Air pollution: Deposition of nitrogen pollutants from the air is causing a rise in soil fertility, allowing more competitive plant species to dominate the less competitive specialist acid grassland plant species.
  - Nutrifaction by dogs: Dogs contribute to nutrient enrichment of infertile habitats through defecation and urination. These effects are generally concentrated around car parks, café areas, paths and at site entrances, with observed symptoms of enrichment being the dominance of nutrient-loving species, resulting in the reduction of plant species diversity.
  - Health issues with dog fouling: The excretion of veterinary medicines with dog faeces is detrimental to the invertebrate fauna of the Forest, as the active ingredients of flea and worming treatments (for example neonicotinoids) are also agricultural insecticides. Dogs infected with neospora (a parasite) can harm cattle grazing on Forest land if they ingest the contaminated faeces; similarly, the infected faeces can become incorporated into the haylage harvested from Forest grassland areas.

#### Lowland calcareous grassland

- Lowland calcareous grasslands develop on shallow lime-rich soils, characterised by nutrient-poor soils (low nitrogen and phosphorus content) with a high pH. The low nutrients and calcareous conditions favour a wide diversity of specialist native plants that can thrive where the more common, faster-growing grasses cannot easily survive. Within Epping Forest, Yardley Hill is the only location with calcareous grassland plants, which are found on patches of chalky boulder clay from remnant Lowestoft Formation glacial till, characterised by its chalk and flint content, and a carbonate content of around 30%.
- The OS six inch map (Ordnance Survey, 1888-1913, Appendix 5) shows that Yardley Hill was once farm fields and hedgerow before it was acquired by COL in 1898. By 1945, aerial photography (Appendix 5) shows Yardley Hill partly invaded by scrub, though the hedgerows are still visible.
- A major scrub clearance (several hectares) was carried out in 1999, which brought back a number of species of the chalky boulder clay, including Spiny Restharrow (*Ononis spinosa*) and Burnet-saxifrage (*Pimpinella saxifraga*). This area has been maintained since by the grass cutting team whilst also protecting the ant-hills. The scrub higher up

the slope is much longer established and dense with thorn and Oak scrub, though the old field hedgerows can still be detected by the raised banks and the presence of flora such as Dog's Mercury (*Mercurialis perennis*).

- Going forward, the most recent Countryside Stewardship Scheme agreement (COL, 2019c) will support grazing of the open chalk boulder clay areas, with the use of the new GPS collars. Where there is currently dense scrub further up-slope, glade creation linked to the footpaths and unsurfaced horse-ride access would allow cattle to move easily between the more open areas and reduce the need for mowing every year.
- The quantity and quality of chalky boulder clay grassland on Yardley Hill is being adversely impacted by the same issues as those described above for acid grassland, though loss of grassland habitat through scrub and secondary woodland invasion over many decades is by far the most significant. If the calcareous species associated with this outcrop of chalky boulder clay are lost, these calcareous species would also be lost to Epping Forest as a whole.
- Currently, COL CityMaps (GIS mapping system) for Epping Forest does not allow the underlying geology to be superimposed on compartment boundaries, which makes it more difficult to target management in those areas of Yardley Hill where the patches of chalky glacial till are present (British Geological Survey, 2020, and Appendix 5).

#### Neutral grassland

- Ridge and furrow ploughing occurred on the neutral grassland of Chingford Plain east of Bury Road, which was fertilized and limed in the 1950s and 1960s. Part of the area, formerly football pitches, is mown for amenity reasons but still supports a fairly good turf with some Sneezewort. One area is set aside for flying model aeroplanes; the club maintains a runway strip of short mown grass.
- Much of the remainder of Chingford Plain is tussocky neutral grassland with patches of scrub cover, providing excellent habitat for many birds. These areas were grazed until the outbreak of mad cow disease (Bovine spongiform encephalopathy, BSE) in 1996 - at the time, Chingford Plain supported Skylarks.
- Chingford Plain is one of only two large areas of open grassland in Epping Forest, the other being Wanstead Flats; the only other equivalent large area of open grassland in Essex on clay soils is Hatfield Forest.
- There are records of small-scale grazing of parts of Chingford Plain from 2006. This was extended to include the area between Butlers' Retreat and the ditch line to the north as part of the Higher Level Stewardship (HLS) scheme agreement (COL, 2008b). Grazing of the whole of Chingford plain has been initiated as part of the most recent Countryside Stewardship Scheme (CSS) agreement to further restore habitat diversity and build on the success of previous grassland management.
- The use of Epping Forest's own herd of Longhorn cattle is critical to successful grazing (COL, 2008a), as the older 'matriarch' cows have knowledge of edible vegetation that is passed on to younger members of the herd; the Epping Forest herd are also habituated to the level of disturbance the Forest experiences from members of the public.
- The decline in quality of the neutral grassland on Chingford Plain is being addressed by the reinstated grazing regime (COL, 2008b), but there is still a significant issue with trampling/compaction of large swathes of grassland by visitors in the wetter months, and particularly between the Bury Road car park, QEHL and Visitor Centre and Connaught Water, which is detrimentally affecting the grassland quality.

### Spring lines, rivers/streams and ditches

- The River Ching issues from Connaught Water and heads southwest through Barn Hoppitt and Whitehall Plain. The woody flora along the river is probably the richest area of scrub anywhere in Epping Forest, including Purple Willow, Buckthorn, Spindle, Dogwood, some Hazel and young Wych Elm, and much Blackthorn.
- The Cuckoo Brook issues just northwest of Epping Forest's boundary in Bury Wood, after which it flows southeast through Bury Wood (compartment 24) to join the River Ching south of Connaught Water. This brook has a diverse flora in patches, including Wood-sorrel, Dog's mercury, violets, several fern species and Goldilocks. Water shrews were generally present towards the western end.
- The water courses are at risk of over shading and tree/scrub invasion.
- Several ditches drain water from the hills to the north of Connaught Water, including the main ditch alongside the Red Path. The flow rate of these ditches is having an impact on the compartments within this ISP and the ditches need highlighting for appropriate flood risk management (see Section 4.2 of this ISP).

### Open Water

- Connaught Water (compartment 27) is the largest water body in the Chingford area, constructed in 1881 and enlarged in 1893, and now designated a Large Raised Reservoir (see Flood Risk section, above).
  - Aquatic vegetation surveys undertaken in Connaught Water have found the following submergent vegetation - Water Net (*Hydrodictyon reticulatum*), Pointed Stonewort (*Nitella mucronata*), Small Pondweed (*Potamogeton bechtoldii*, Essex scarce), Horned Pondweed (*Zannichellia palustris*) and Fennel Pondweed (*Potamogeton pectinatus*). Emergent vegetation is mainly Reed Mace and Common Reed, with some Yellow Flag *Iris pseudacorus*; further planting of emergent vegetation was undertaken as part of the HLF Branching Out project.
  - Connaught Water is incredibly important for the local bat population; there are significant numbers of bats foraging over the pond and this increases during the maternity season.
- The Cuckoo Pits (compartment 24) consist of shallow ponds, two of which are permanent. They are important as the only site for Marsh Cinquefoil in Epping Forest. *Carex nigra* and Purple Loosestrife grow beside the water. Fish are not present in the ponds, so they are very important for toads and have all three species of newt including Great Crested Newt, as well as being important for invertebrates.
- Chingford Golf Course has two permanent ponds (middle pond and lower/new pond); Common Reed dominates middle pond (10<sup>th</sup> tee pond), whilst the lower/new pond (18<sup>th</sup> hole pond) has been colonised by *Crassula helmsii* since its creation in 1999 (see Invasive Non-Native Species section). Great Crested Newts are recorded from both ponds.
- Butler's Retreat pond is thought to be a former gravel pit, which fills with water in winter and reduces in size in summer. *Crassula helmsii* is present (Native Landscapes, 2019).
- Warren Pond is a former gravel excavation, with a small island and a constructed bund along its southern edge. There is an outflow pipe through the bund.
  - By the late 1990s, much of the pond surface had been lost to Sallow and *Typha* invasion. These are difficult to clear without breaching the bund and draining the pond, but some limited vegetation and silt clearance took place in 1994.
  - The banks of the pond are very eroded, but photographs suggest that this has been the case for decades.
  - The pond is the only Forest site for Mare's-tail (*Hippuris vulgaris*).

- There is evidence of erosion from footfall along the top of the bund, which should be inspected regularly for wear and tear, along with the outflow pipe.
- Fish surveys of the main aquatic bodies in Epping Forest are undertaken regularly by COL staff.
  - Connaught Water was last surveyed on 9 March 2018, and found to contain mostly Perch and Tench, with a few Pike, Roach, Bream and Common Carp. Apex predators were observed to be healthy, there appears to be good recruitment of young due to availability of vegetation cover, and few plastic bags were seen (these are associated with bread feeding by visitors) (COL, 2018a). Suggested actions from the survey can be found in Appendix 6.
  - Warren Pond was last surveyed on 15 February and 9 November 2015, and found to contain Pike, Roach, Rudd, Tench. There were a healthy number of large Roach, thought to be due to the consistent removal of smaller Pike over several years (COL, 2015a & 2015b). Suggested actions from the survey can be found in Appendix 6.
  - Butler's Retreat pond has not been formally surveyed for fish since 14 February 2006, at which point the only fish were Spined Stickleback and a feral goldfish that was removed (COL, 2006b). Catherine Bickmore Associates (2014) recorded the presence of fish in the pond, but the report did not comment on species or numbers. The pond is prone to very low water levels in the summer months.
- An amphibian survey was undertaken on the ponds and lakes within Epping Forest in 2013 (Catherine Bickmore Associates, 2014) to assess their suitability for amphibians and make management recommendations.
  - Cuckoo Pits East and West Ponds, and Chingford Golf Course middle and lower/new ponds all have records of Great Crested Newts. Consequently, all four ponds are rated as being of high importance for amphibians and high priority for management.
  - Great Crested Newts were not recorded from Warren Pond, Butler's Retreat Pond and Connaught Water; these three areas of open water were assessed as being of medium importance for amphibians and low priority for management for these species. Further details of the survey and specific management recommendations are in Appendix 6.

### Bats

- Bat surveys of Chingford Plain (compartment 26) have recorded Serotine, Noctule, Brown long-eared, Daubenton's, Noctule, Leisler's, and Soprano, Common and Nathusius' Pipistrelle. Bury Wood (compartment 24) and Yardley Hill and Pole Hill (compartment 25) have not been surveyed for bats but are likely to support the same species.
- Surveys have confirmed ten bat species within Barn Hoppitt (compartment 29) including Barbastelle, one of the UK's rarest woodland bat species (in 2009), and Leisler's and Serotine, which are both scarce declining species. Nathusius' Pipistrelle, previously thought to be a migratory species in the UK, use Oak pollards as advertisement roosts (male Nathusius' Pipistrelles sing from a specific location to attract a mate, similar to many bird species). The species has been recorded foraging along the River Ching in this compartment. Surveys have shown that all ten species are found to use the wood-pasture habitat, in comparison to the 2-3 species that use the dense high canopy woodland areas.
- Light Pollution from the Connaught Club has been shown to be having a negative impact on the local bat population, especially around the Warren Pond (Froud, A, pers. comm.).
- Connaught Waters was extensively surveyed for bats in the period 2003-2007 (COL, 2007). The surveying data showed the lake and the immediate trees surrounding it, to be rich in species, activity and especially numbers. At that time, there were six confirmed species (Common Pipistrelle, Soprano Pipistrelle, Nathusius' Pipistrelle, Noctule,



Serotine and Daubenton's). More recent surveys by EF staff have recorded Brown Long-eared, Natterer's and Leisler's.

- More recently (COL, 2020b), the Barbastelle was recorded for the first time at Connaught Water. This is currently the third location for this species within the Forest. This is a rare species within the UK and is listed as Near Threatened on the global IUCN Red List of Threatened Species. Confirmation of the presence of Barbastelle brings the number of bat species recorded at Connaught Water to ten, the same as Barn Hoppitt.
- The survey data from COL (2007) also showed that bat numbers utilising Connaught Water dramatically increased when insect abundance within the forested areas was low. This underlines the importance of the open water not only for its local bat population but also for wider bat community. With the area around Connaught Water containing large numbers of bats and veteran trees, bat roost potential throughout the compartment is extremely high (COL, 2007), notwithstanding that roost potential across the Chingford area is high.

### Birds

- Open water:
  - Numbers and species of waterfowl are well documented for Connaught Water. The lake attracts a large number of waterfowl species, including Shoveler, Mandarin, Teal, Smew, Goosander, Pochard, Garganey, Gadwall, Shelduck, Coot, Moorhen, Great Crested Grebe, Little Grebe, Tufted Duck, Mute Swan, Cormorant and Mallard. However, some species such as Canada Geese can cause significant nuisance problems (see INNS section above).
  - Little Grebes currently breed on Butler's Retreat Pond along with Moorhens and Coots. Warren Pond is an important winter roost site for Mandarin Duck, with the willow carr there also sheltering other wildfowl including regular Shoveler and Teal.
  - Kingfishers are regularly observed hunting not only around Connaught Water but also along the feeder stream and the River Ching, which runs southwest from the Water. This legally protected bird (Schedule 1) breeds reasonably close by, making Connaught Waters an integral part of its feeding territory (COL, 2007). The provision of an artificial nesting wall could allow this species to breed at Connaught Water – and this remains a possible future project.
  - Herons have recently made nesting attempts on the Connaught Water islands and it remains to be seen whether these are isolated pairs.
- Woodlands: The woodland north of Chingford Plain and the mosaic of habitats around Connaught Water once supported Nightingales, last recorded in the early 2000s. The last Nightingale record for the western part of the area was in 2007 on Yardley Hill, by a member of the public. The woodlands also have a good population of Tawny Owl, Nuthatch, Stock Dove and Bullfinch. Lesser spotted woodpecker (UK RED LIST), a species in serious decline, is still holding on in small numbers within the woodlands.
- Grassland and scrub mosaic:
  - The grassland and scrub mosaic of Chingford Plain is incredibly important for breeding songbirds, including Song Thrush and Mistle Thrush (UK RED LIST), and the habitat mosaic is important for wintering Woodcock, Fieldfare and Redwing. Chingford Plain once supported breeding Tree Pipits, Skylarks and Meadow Pipits. The last Tree Pipit territory was recorded in 2001, and Skylarks last bred in 2011, although there have been males singing in late winter in two years since then (see section on Neutral Grassland above).
  - Despite these losses, the Chingford Plain scrub-grassland mosaic remains one of the most important breeding bird areas in the Forest, supporting many migratory species, such as warblers, including the

declining Willow Warbler. It was a Cuckoo stronghold in the Forest, with Dunnocks as the probable main host, and in 2020 a Cuckoo returned to the area for the whole spring. The ant-hills are an important food source for Green Woodpecker, a species emblematic of the wood-pasture habitat. Kestrels, now a red-listed species due to severe recent declines across the UK, is a key breeding bird here that relies on the extensive grassland habitat.

- After Wanstead Flats, Chingford Plain, is the second-most important stop-over habitat for migrating passerines, especially in autumn and, with losses on migration becoming a critical issue, this is an important feature of the Forest given its north-south orientation between the Lee and Roding Valleys.

### Invertebrates

- The whole of the Chingford area is important for a huge range of invertebrate species, much like the rest of the Forest. However, of particular note due to the prominence of the Oak wood pasture of Barn Hoppitt, is the saproxylic invertebrate diversity (saproxylic invertebrates rely on dead or decaying wood for their lifecycle). Extensive survey work between 1995 and 2010 confirmed the importance of Barn Hoppitt, with a saproxylic Index of Ecological Continuity (IEC) (English Nature, 2004) which demonstrated that Barn Hoppitt, alone, was of international significance for its saproxylic fauna. Species reliant on decaying wood, such as Cardinal Click Beetle, *Batrissodes adnexus* (a weevil that predares on the Brown tree ant nests) and *Lymexylon navale*, are amongst a diverse range of species at the site.
- The ant hills of Yellow Meadow-ant (*Lasius flavus*) are an important ecological component of old grassland in the Chingford area, both on the open plains and in wood pasture; they are a main food source for Green Woodpecker (*Picus viridis*). Ant hill grassland ideally requires extensive grazing to maintain an open aspect whilst avoiding damage to the ant hills, or alternative careful mowing with small machinery between the ant hills. Remnant ant hills are still present in parts of Barn Hoppitt wood pasture; further south in the compartment, an area of acid grassland with Tormentil had ant-hills with active Yellow-ant colonies in 2006 (Dagley, J.R. and Froud, A., 2006). There are further areas of ant-hills in the remaining open areas of Yardley Hill, as well as on the open grassland of Chingford Plain.
- The dragon and damselfly assemblage of the Forest is nationally important and the Chingford area supports many of these species, including the hairy Dragonfly and the recent coloniser, Willow Emerald Damselfly.

### Fungi

- The fungi of the Chingford area are diverse, with many uncommon species, including the rare Oak Polypore, for which Epping Forest is a UK stronghold, and the Zoned Rosette, both species legally-protected under Schedule 8 of the Wildlife & Countryside Act 1981 (as amended).

## **5.2 Heritage and Landscape**

- Pole Hill is listed by the London Geodiversity Partnership as a potential LIGS (Locally Important Geological Site). The hill consists of London Clay capped by Claygate Beds. South of the Pole Hill obelisk, a brickworks was established in the mid-19th century and the pit exposed Claygate Beds consisting of alternating layers of sand



and loam that were deposited on the floor of a shallow, subtropical sea, around 50 million years ago (London Geodiversity Partnership, 2014).

- The name 'Dannets' Hill, on which Queen Elisabeth's Hunting Lodge (QEHL) is situated, is derived from 'Danherth', which was in use in 1498 (<http://epns.nottingham.ac.uk/browse/id/532858b6b47fc40a980001a8>).
- Until the 17th century, the kings of England frequently hunted deer in the Forest. Henry VIII converted part of the Forest in the north of Chingford and the south of Waltham Holy Cross into Fairmead Park, furnishing this with 'standings' or grandstands. In February 1543, £30 was paid towards finishing the Great Standing in the new park and making paddocks there. A few months later, a further payment was made for the work, and in the same year Sir Richard (later Lord) Rich was appointed keeper of the new park. It is not clear whether the park was completed, but it had been 'disemparked' by 1553. The king's short-lived project did, however, leave its mark on local topography. The name survives in Fairmead Bottom and the Great Standing is an outstanding Grade II\* Listed Building (Historic England, 1954), now called Queen Elizabeth's Hunting Lodge.
- QEHL was one of three original 'hunt standings' in the local area and is a unique example of a surviving timber-framed hunt standing. The 'Little Standing' was incorporated within Warren House in the 17th century (Alan Baxter, 2015). Fairmead Standing was in use as Fairmead Lodge (one of many Retreats across the Forest serving refreshments to visitors) but was demolished in the 19th century. The Fairmead Oak, adjacent to the location of the former hunt standing, is a massive, ancient but still living tree, likely to be at least 500 years old (see Appendix 7 for an old photograph of both Fairmead Lodge and the Fairmead Oak).
- The location of QEHL is unique in that it is still partly surrounded by its ancient landscape of 'Chingford Fairmaid Bottom', comprising the area that was disafforested for emparkment by Henry VIII and the remaining ancient Oak trees, which are as old, if not older than, the QEHL building itself (see Chapman and Andre Map of Essex, 1777 – the areas now known as Chingford Plain and Barn Hoppitt). This unique landscape is as much the heritage of the area as the immediate curtilage of QEHL, and this landscape setting is of utmost importance, as evidenced by the Archaeological Priority Area (APA) designation of the wider landscape of Chingford Plain and Barn Hoppitt by the London Borough of Waltham Forest (LBWF, 2020).
- Ownership of QEHL passed to COL as part of the Epping Forest Act 1878, which specified '*Queen Elizabeth's Lodge, with the garden thereof, is hereby vested in the Conservators [COL], for all the estate and interest of the Crown therein and shall be preserved and maintained by them as an object of public and antiquarian interest*' (Epping Forest Act 1878). The interior of QEHL currently hosts exhibitions on Tudor food and social history, whilst allowing visitors to soak up the atmosphere of a unique building nearly 500 years after it was built.
- A granite pillar was erected at the top of Pole Hill in 1824, under the direction of the Reverend John Pond, MA, Astronomer Royal. It was placed on the Greenwich Meridian; its purpose was to indicate the direction of true north from the transit telescope of the Royal Observatory. The Greenwich Meridian, as changed in 1850 & adopted by international agreement in 1884 as the line of zero longitude, now passes 19 feet to the east of this pillar; an Ordnance Survey trig point stands more accurately on the Meridian, but the original granite pillar remains (Barker Associates LLP, 2015a). The view from Pole Hill to Greenwich is now obscured by vegetation.
- Adjacent to Butler's Retreat café, there is a granite fountain, surmounted by an obelisk and standing on two octagonal granite base steps. The fountain dates from 1899, with '*The gift of Sir Edwin Durning-Lawrence Bart MP*' carved around the bowl. The fountain is known as the 'Durning-Lawrence Fountain' and is an unlisted heritage feature (Barker Associated LLP, 2015b).
- During Victorian times, a number of 'retreats' in Epping Forest, including Jubilee Retreat, Fairmead Retreat and Butler's Retreat, provided entertainment such as helter-skelters, merry-go-rounds, donkey rides and non-alcoholic

refreshments from tea rooms that could seat up to 3000 people. These were very popular with Londoners, who came up to Chingford Plain in horse-drawn buses and charabancs, and later by train to Chingford station.

- The opening of the railway to Chingford in 1873 gave Londoners rapid access to this part of the Forest. Chingford Plain became popular with day-trippers, for whom the railway provided an excellent service. The peak of railway travel to the Forest was probably reached immediately after the First World War. On Whit Monday 1920, 100,000 people arrived at Chingford station by a 5-minute service. The pleasure fairs on the Plain inspired part of Somerset Maugham's *Liza of Lambeth*.
- Butler's Retreat, situated on Rangers Road adjacent to QEHL, was established in 1878 in a former barn dating from the mid-19<sup>th</sup> century and is now a Grade II listed building (Historic England, 1986). The Butler family ran the retreat from 1890 until the 1970s, and the retreat continued to serve refreshments until it closed in 2009. The COL reopened Butler's Retreat as a café in 2012, having refurbished the building as part of the 'Branching Out' project (Gibberd, 2008).
- The Coach House and stables to the Royal Forest Hotel were built on Epping Forest land immediately to the east of the Royal Forest Hotel (completed 1878). The Coach House originally projected forward of the main building, but this section was demolished in the 1930s. The building was eventually leased to a motor coach company in the late 1970s; when the company relocated, parts of the building were used for museum accommodation for QEHL. As part of the 'Branching out' project, the Coach House was refurbished and now houses the Epping Forest Visitor Centre at Chingford (Gibberd, 2008).
- To the west of Bury Road lies the Chingford Golf Course, laid out on part of the former medieval hunting grounds of Chingford Plain to a design by William Dunn Jr. It was originally established in 1888 as the Royal Epping Forest Golf Club, the first to be established in Essex and the only one to bear the Royal title. In 1901, COL took responsibility for the course and public play was regulated for the first time by COL. Two former golf tees are located on Yardley Hill and Daisy Plain; these are presumed to be part of the original golf course – the course was redesigned in the 1920s.
- In 1899, the 'Durning-Lawrence' fountain was erected on land adjacent to Butler's Retreat. It is a polished pink and unpolished white granite drinking fountain, surmounted by an obelisk. The pink granite fountain stands on two octagonal grey granite base steps. Around the bowl is a carved inscription: 'The gift of Sir Edwin Durning-Lawrence Bart MP.' The plinth part underneath the bowl bears an inscription: 'John Lobb Esq F.R.C.S./ Chairman of Epping Forest Committee 1899' (Barker Associates LLP, 2015b). Durning-Lawrence was born in London in 1837. He was a Member of Parliament for Truro; there is no known connection between him and the local area.
- A granite horse/cattle trough with drinking fountain was installed at the northern edge of Chingford Plain east of Bury Road at around the same time. The trough is inscribed on both sides with 'Metropolitan Drinking Fountain & Cattle Trough Association', and beneath the drinking fountain bowl 'In memory of Miss Isabel Constable [date illegible, could be 1899]' (Barker Associates LLP, 2015c).
- The Orion Harriers Running Club was formed in 1911 and occupied space in what is now the Epping Forest Visitor Centre at Chingford. The Club moved to its present location in 2010 and now occupies the former Jubilee Retreat on Bury Road.
- During WWI, an anti-airship gun was positioned on Pole Hill, overlooking the Lea Valley; it was one of a ring of anti-airship defences around London that aimed to combat enemy airship bombers (Green, G, 1987). Shells were brought up to the gun on rails from the end of Mornington Road, a windlass with a wire cable being used for this purpose. The crew resided in a long hut and filled their spare time by cultivating part of the field as allotments for vegetables. The gun emplacement was dismantled at the end of WWI; a concrete base is still in situ on Pole Hill, now obscured by dense vegetation (see Appendix 7 for an old photograph).

- T. E. Lawrence (Lawrence of Arabia) owned 18 acres of land at Pole Hill until he sold it to COL in 1930. The 'Cloisters', an L-shaped wooden hut erected by Lawrence of Arabia and his friend Vyvyan Richards, fell into disrepair after the land was sold to COL, and the building was moved to the Warren House woodyard, where it still remains. A 'blue plaque' on the original granite Meridian obelisk records the history of Lawrence of Arabia's association with Pole Hill.
- The anti-airship gun emplacement on Pole Hill, in use during WWI, was reused in WWII as an anti-aircraft gun emplacement; an Epping Forest officer's father remembers spitfires flying past for gunners to practise sighting on.
- During WWII, part of Chingford Golf Course was used as a prisoner of war camp, then a school, which was removed in 1954. The school can be seen on a 1950s map of Chingford parish, Essex.  
(<https://maps.nls.uk/geo/explore/#zoom=16&lat=51.63680&lon=0.00591&layers=10&b=1>)
- The Chingford area has a rich and varied history, though the prominence of QEHL may have eclipsed other aspects of the heritage of the local area with some visitors. The Visitor Centre at Chingford, and the museum exhibits therein, are being reviewed (COL, in prep); as part of this analysis, the prominence or otherwise of various aspects of the Chingford area's history will be assessed.

### 5.3 Access

#### Car parking

- 66% of visitors to Epping Forest arrive by car (Liley *et al* (Footprint Ecology), 2020); however, the survey also found that 95% of visitors to Connaught Water arrived by car. COL currently offers seven car parks in the Chingford area, of varying sizes, specifications and facilities (Connaught Water, Barn Hoppitt, Barn Hoppitt summer overflow, Connaught Tennis Club, Visitor Centre, Bury Road and Bury Road Golf Course car park).
- Brown tourist signs for 'Queen Elizabeth's Hunting Lodge' direct visitors arriving by car from the Epping New Road, along Rangers Road to QEHL. There are currently no such signs for the Epping Forest Visitor Centre, nor the Bury Road complex of visitor attractions.
- COL car parks: The Chingford area has seven car parks of varying capacity. All car parks should be vacated one hour after sunset; four of them are gated and locked each night (Connaught Water, Barn Hoppitt summer overflow, Bury Road and Bury Road Golf Course car park). Five car parks (Bury Road, Bury Road Golf Course, Visitor Centre, Barn Hoppitt and Connaught Water) have a tarmac surface, with dedicated disabled parking bays.
- Non-public car parks: Butler's Retreat has a small car park set aside by COL for the use of staff.
- The Sustainable Visitor Strategy will aim to address the issues concerning visitor access to the popular locations of QEHL, Connaught Water, the Visitor Centre and Butler's Retreat. The car parks local to these tourist hotspots are small and at capacity most days, as is the larger COL car park on Bury Road. Better pre-visit information is needed, in particular on the ease with which these venues can be reached by public transport and on foot, together with better signposting to locations of interest.
- On-road parking: There is a significant issue of on-road parking on the roads adjacent to Epping Forest, when the local COL car parks reach full capacity. The issue is particularly prominent at Connaught Water along Rangers Road and along Bury Road near to Hornbeam Lane, where parked cars impact on the width of the highway. COL are currently assessing potential solutions to the issue.

### Public transport

- The Chingford area of Epping Forest is easily accessible by public transport from Chingford Station. As well as the train station, a number of bus routes terminate at Chingford Station from localities further into London.
- The 397 bus route from Debden Broadway to South Chingford stops on Rangers Road near the Royal Epping Forest Golf Club. However, there are no bus stops further along Rangers Road (for example at Connaught Water); as the bus route goes south via Forest Side and Whitehall Road to Buckhurst Hill and Debden.
- As part of the overarching Sustainable Visitor Strategy (COL, in prep), the connectivity between existing public transport connections (local bus stops and train/underground stations) and popular locations within Epping Forest, such as Connaught Water, will be assessed. Management works, such as signposting and waymarking, will be identified, to improve these connections and facilitate visitor access on foot or by bike.

## **5.4 Visitor Services**

- **Toilet facilities:** Toilet facilities are available in the Epping Forest Visitor Centre at Chingford during opening hours; these include a disabled access toilet. Butler's Retreat provides toilet facilities for its customers, as does the Holly Trail café/golf course, both available during opening hours. With increased promotion of the Bury Road car park as the gateway to the Chingford area, there is a need to improve toilet facilities, working with the local authority or as part of development/improvement of facilities in the area.
- **Managed Paths:** COL provide approximately 38 km of managed paths across the Chingford area with an even wider network of desire paths. The managed path network comprises the following (see Glossary):
  - 23 km of official all-weather and natural paths;
  - 2.1 km of Public Rights of Way;
  - 6.7 km of waymarked trails (easy access trail and most of the Willow and Holly trail; and,
  - 5.9 km of informal paths.
- The large number of desire and informal paths means that even with a good quality map, navigating the path network requires good local knowledge. This restricts the ability and/or confidence of many visitors to find their way from wider afield to visitor attractions on foot rather than by car and inhibits visitors from exploring further. Recently, new fingerposts have been installed in the Chingford area at key path junctions, to direct visitors towards points of interest, such as the Visitor Centre, QEHL and Connaught Water, and more are planned, subject to funding being available.
- **Waymarked Trails:** The Willow Trail is around 2.5 miles/4km long and provides mostly easy walking over a range of surfaced tracks and grassland; features of interest include Connaught Water and Grimston's Oak. The Holly trail is also around 2.4 miles/4km long and follows surfaced paths with short sections across the open grassland of Chingford Plain; the trail starts at the Holly Trail café. The Holly and Willow Trails overlap along a section of surfaced path, such that the two trails can be combined in a figure of eight to form a longer walk. Waymarking signage for both trails has been installed at the maximum spacing, which some users might find insufficiently frequent.
- **Easy Access Trail at Connaught Water:** This easy access trail is one of three provided by COL across Epping Forest; it is around 980m long, on broadly level ground, and is favoured by visitors for the opportunity to get close to open water; 'feeding the ducks' is a popular activity with younger children.

- No cycling locations:
  - Cycling has been banned from a section of land at the top of Pole Hill since 2006 (COL, 2006c); the status of this ban is currently under review.
  - There is a 'no cycling' restriction on the Easy Access Path around Connaught Water.

### Epping Forest Visitor Centre at Chingford

- This is housed in the former Coach House and stables of the Royal Epping Forest Hotel. The Visitor Centre building is owned and operated by COL; it provides information maps and leaflets on the Chingford area and QEHL, a gift shop and permanent and temporary exhibitions from the COL museum collection and local artists inspired by Epping Forest. The Visitor Centre had almost 42,000 visitors in 2018-19, and an additional 25,000 to QEHL in the same year (COL, in prep); the review of the Visitor Centre will explore how to update the Visitor Centre museum displays to meet the changing needs of visitors (see Heritage section above).
- The small car park in front of the Visitor Centre detracts from the overall appeal of the Visitor Centre. The review of the Visitor Centre will examine whether the car parking spaces could be better used, for example, by creating a space for picnic tables with sympathetic screening/planting from the road and adjacent hotel, thereby encouraging dwell time in the vicinity of the Visitor Centre and associated shop.
- The flagstones at the entrance to the Visitor Centre are not capable of withstanding the weight of heavy plant such as tractors – this needs to be borne in mind when operations are carried out. At the back of the Visitor Centre, there is a fence with a removable panel, to allow heavy machinery to be brought on site without going over the flagstones.
- A large colourful frontage has been installed at the entrance to the Visitor Centre, to increase its visibility from Rangers Road. However, the building cannot be seen by visitors arriving at the Bury Road car park, due to vegetation growth and the lack of signage on the wall of the Visitor Centre that faces down towards the Bury Road car park. This hampers connectivity between the two sites, and opportunities are missed for visitors to access both sites in the same visit. The back wall of the centre, if cleared of vegetation would also provide a useful backdrop for promotional banners rather than the intrusive location at the back of the fence currently used.
- Long term, one potential option is to re-provide the Visitor Centre services (including the museum) as part of a redeveloped Bury Road hub building, encompassing a larger café, the cycle hire centre, an enhanced golf offering and other outdoor activities. Such a hub would make use of the large Bury Road car park, which could be enhanced both visually and to increase capacity. Alternative, more commercial use would be made of the current visitor centre which is still under a legacy agreement with HLF and therefore their approval would need to be sought.

### Queen Elizabeth Hunting Lodge

- As well as being an historic building, QEHL is registered as a venue available for weddings and civil ceremonies.
- The review of Visitor Centre at Chingford will also explore the potential development of both the Visitor Centre and QEHL as commercial venue hire locations.

### Chingford Golf Course

- Chingford Golf Course is an 18-hole public golf course run by COL as part of Epping Forest; there is a small shop in the Caddy House building opposite the golf course, adjacent to the Holly Trail café.

- The course is laid out in two returning loops, and plays a maximum 6342 yards, par 72. In 2019, just under 25,000 rounds of golf were played; 2020 will be significantly higher due to the uptake of golf during Covid-19.
- The course hosts two golf clubs - Royal Epping Forest Golf Club and Chingford Golf Club. In addition, visitors to Epping Forest can book a round of golf directly with COL via the golf shop on Bury Road (pay and play) – green fees vary across the week/time of day.
- A Golf Course Management Plan (COL, 2001) set out management prescriptions to integrate the management of the golf course with the natural aspect of the Forest, including the existing veteran trees, pond with Great Crested Newts and the grassland 'roughs' and scrub. The management plan is now 20 years old; an update to the plan would ensure that it remains aligned to the current Epping Forest Management Strategy (COL, 2019b).
- The current Caddy House building does not have the space to offer changing facilities, which regular pay and play golfers have indicated that they would welcome (Randall, L., pers. comm.). Enhanced catering facilities could potentially be provided alongside additional sporting facilities, such as footgolf and/or crazy golf, which would bring further revenue to the COL golf course.
- Vegetation management issues associated with the golf course operation are detailed below.
  - The 10<sup>th</sup> tee pond is overgrown with tall reeds that block golfers' view of the fairway and green, creating a hazard, particularly as walkers regularly cross the fairway. This pond has Great Crested Newts (European Protected Species), so sensitive and properly timed management is required.
  - There are a number of Poplar trees to the sides of the fairways; these have a short lifespan and as they age, the risk of branches falling increases. The Poplars are in need of crown reduction and ultimately replacement with a more suitable tree species. Ideally, only one new tree would be planted for each group of 2-3 Poplar trees currently in situ.
  - A large oak at the 13<sup>th</sup> hole has been crown-reduced recently – this tree needs to remain at this size going forward or the hole will become unplayable.
- The golf course suffers from a variety of anti-social behaviour issues, which are detailed in the 'Anti-social Behaviour' section of this ISP. Potential solutions to some of these problems can be found in the Outline Management Programme table of this ISP.
- The budget for the Golf Course maintenance is currently not tied to the number of rounds played – if the increased number of rounds played in 2020 continues in future years, the Golf Course maintenance activity will need to increase to maintain standards.
- A new irrigation control system was installed in 2019 to allow automatic watering of the tees and greens at night.
- A surfaced path, originally installed to provide golfers with access to tees, forms a partial looped walk around the golf course and is accessed by walkers from the local area. This route could be enhanced with better waymarking, to link the path back to Bury Road in a full loop, thereby reducing the number of people walking across the fairways.

## 5.5 Community

### Catering facilities

- There are two COL tenanted catering facilities in the Chingford area:
  - Butler's Retreat: This café, situated adjacent to QEHL and Visitor Centre at Chingford, is very popular throughout the year. However, the outdoor space around the café suffers from muddy conditions during the wetter months, which needs addressing.



- Holly Trail café: This café is adjacent to the Chingford Golf Course and pro shop, as well as Go Further Cycle Hire, and is popular with visitors making use of these facilities, as well as visitors looking to explore Chingford Plain. The café toilet facilities are for the golf course and café users only, though these are used by visitors to the wider Chingford area and, in busier months, the original design capacity is being stretched due to this wider use. Public toilets are available during opening hours at the Visitor Centre, less than 400m away on foot.
- Ice cream vans: COL currently (2020) licences two ice cream vans, one in the Connaught Water car park and one in the Bury Road car park; both are popular with visitors. From the start of the 2021 season, ice cream vans will be expected to comply with ULEZ (ultra-low emissions zone) standard, to support the City of London Corporation's Air Quality Strategy (COL, 2019a).

### Other community activities

- Fishing: Fishing is allowed in Connaught Water, Warren Pond and Butler's Retreat Pond to those holding an Environment Agency rod licence, but not in any of the other ponds in the Chingford area.
- Public event spaces: The whole of Epping Forest has potential for events; individual locations are judged on their suitability for the nature and size of the event proposed, as per COL's Events Policy (2018b).
- The Orion Harriers: The Orion Harriers are an all-inclusive running and athletics club. Members make use of Epping Forest for training runs and races; club members also train on the athletics track at Waltham Forest Feel Good Centre. There is a membership of over 300 women and men aged from 18–86, plus a vibrant juniors' section aged 8-18 with an additional 300 members.
- Royal Epping Forest Golf Club: Membership of the club is open to both men and ladies and has a youth section. Membership allows access to the clubhouse opposite the 18<sup>th</sup> green of Chingford Golf Course; members have access to preferred tee-times on Chingford Golf Course.
- Chingford Golf Club: A men only club; members play on Chingford Golf Course and the clubhouse is based in Station Road, Chingford. Social membership is open to ladies.
- Chingford Model Flying Club: The club is one of the oldest in England, established around 1936. The club maintains a flying strip on Chingford Plain; in addition to the membership fee, members require a licence from COL to fly, and a CAA Drone Registration Scheme fee may also apply.
- Love North Chingford: A Facebook community organisation with around 3500 members; the Facebook page publicises local events, businesses and charities.
- Our Place – Chingford: Waltham Forest is one of five boroughs, and the only one in London, to be part of a government pilot scheme which aims to better connect communities and improve social integration. There is a dedicated team of Network Managers, one of whom is based in Chingford, to support fellow residents and volunteers in building an integrated, supportive and safe community, where every resident and local organisation is empowered to help make Waltham Forest a better place to live. The Chingford page of the website mentions the wildlife and ancient woodland of Epping Forest and the historic QEHL as positive reasons to live in the Chingford area (<https://ourplacewf.org/chingford>).
- Event location: Chingford Plain hosts travelling circuses/fun fairs several times a year, and has been used for large scale events for many years, including the COL-hosted Forest Festival and LBWF 'Borough of Culture' festivities; the area has the potential to hold future large scale events, subject to the relevant permissions.

## 5.6 Anti-social Behaviour

- The Chingford area is adversely impacted by a large number of relatively low-level (compared to some other parts of Epping Forest) anti-social behaviour problems, all of which add up to a significant level of nuisance for those visitors who comply with the byelaws and for local residents, as well as damaging the natural aspect of the Forest. Of note are littering, unlicensed spontaneous social events, fire-setting, fly-tipping and illegal metal-detecting/digging up potential finds.
- Fire hazard reduction and management measures across Epping Forest, including access and habitat management, are being enhanced as part of a Major Incident and Emergency Response Plan (COL, in prep.)
- Golf course:
  - Disruption of play by walkers crossing the fairways; dog-fouling and digging on the greens and tees.
  - Unauthorized play on the course on mid-summer evenings, once the golf shop has closed at 7pm.
  - In the summer months, informal football is played on the fairways and people picnic on the short turf, disrupting golf play.
  - At night, the golf course is used for illegal motorcycling, drinking, drugs and courting couples wanting a 'private' space. These activities result in large quantities of litter and damage to the fairways, greens and tees. The layout of the golf course, with tree and shrub screens, facilitates this anti-social behaviour, but removing these vegetation screens would fundamentally alter the nature of the golf course and the 'natural aspect' of it as part of Epping Forest.
- Dogs:
  - The vast majority of dog walkers act with consideration of other visitors, keeping their dogs under control. Nonetheless, a small proportion allow their dogs to negatively impact on other visitors (e.g. by not picking up dog faeces), golfing activities, COL cattle grazing and wildlife (e.g. swimming in the ponds, which disturbs wildfowl and causes neonicotinoid pollution).
  - Historically, ground-nesting Skylark bred on Chingford Plain; it is thought that disturbance from dogs contributed to their decline and eventual loss from the Plain.
- Cycling:
  - Most cyclists follow the cyclists' code of conduct. However, a small proportion cause damage to the Forest by cycling off the main paths and in sensitive habitats, creating obstacle courses with fallen timber and/or by digging up the ground, damaging fences and gates that are in place to prevent cattle from straying onto the major road network, and cycling at speeds that do not take other visitors to the Forest into consideration.
  - There is an issue with visitors who cycle down towards Chingford from Fairmead. These cyclists arrive at Connaught Water wanting to go on further but are presented by the 'no cycling' easy access trail, with no obvious way to progress further south. Options to solve the issue could include better signage further north to ensure cyclists bypass Connaught Water and/or a consideration of how paths from further north intersect with the easy access trail at this point in the Forest, to prevent user group conflict, with possible alternative routes explored.
- Motorcyclists: Motorcyclists are not permitted within Epping Forest but access Yates Meadow and the golf course, causing damage to the grassland habitat.
- Fishing: Connaught Water and the other larger ponds suffer from issues such as people fishing without a licence, fish being taken away and non-native species being introduced.



- Drone use: Unofficial drone use on Chingford Plain causes noise pollution and may interfere with the legitimate flying of model aircraft by members of Chingford Model Flying Club.
- Rough sleeping: The Chingford area is not particularly prone to rough sleeping, though it has occurred most recently in the dense scrub and secondary woodland on Pole Hill. Staff work actively with a range of government and local services to help vulnerable people rough sleeping on the Forest to find a better outcome.
- Management to reduce anti-social behaviour: The COL will be working with stakeholders including the Police Services and Epping Forest District Council to develop an Anti-Social Behaviour Management Plan for 2021/2022, which this ISP anticipates and dovetails.

## 5.7 Local Plans

- Local Plans: The Local Plans for both Epping Forest District Council (EDFC) and the London Borough of Waltham Forest (LBWF) are being revised and both are planning a significant increase in housing and employment space (see Appendix 8 for detailed information), as does the London Borough of Redbridge (LBR) Local Plan 2015-2030, which was formally adopted on 15 March 2018. The Chingford area of Epping Forest SAC straddles all three administrative districts/boroughs.
- The northern half of Epping Forest SAC is wholly within Epping Forest District Council; as such, a strategic Habitats Regulations Assessment (HRA) is required for EFDC's new Local Plan. In addition, other Local Plans will also involve review by strategic HRAs, including the forthcoming Local Plan of the London Borough of Waltham Forest (LBWF) that, as drafted, would increase significantly the number of houses within 3km of Epping Forest. The adopted Local Plan for LBR includes a policy requiring any development within a mitigation buffer zone of 6.2km will require a screening assessment and an HRA unless there are no adverse effects on the Epping Forest SAC.
- EFDC Local Plan Submission Version Examination-in-Public: Following the conclusion of the examination-in-public, the Planning Inspector determined that "*I cannot conclude beyond reasonable scientific doubt (as the parties all agree that I must) that the Plan will not adversely affect the integrity of the SAC until steps have been taken towards resolving it*" (Phillips, 2019). Natural England (the statutory advisory body on matters relating to SACs and the Habitats Regulations), the Conservators of Epping Forest and EFDC, along with other relevant London Boroughs, are in the process of formulating and agreeing an SAC Mitigation Plan for the whole of Epping Forest SAC. The SAC Mitigation Plan will aim to either avoid or mitigate adverse impacts on the Forest that would be due to three identified factors: increased recreational pressure, more general urbanisation impacts and air pollution.
- SAC Mitigation Plan: There are three key aspects to the Epping Forest SAC Mitigation Plan that relate to recreational pressure on the Forest:
  - Zone of Influence (ZoL): The recreational Zone of Influence around the SAC is defined as the distance, as determined by standardised visitor survey(s), which encompasses up to  $\frac{3}{4}$  of visitors (not including holiday-makers) that travel to visit Epping Forest SAC. EFDC has recently commissioned a second Visitor Survey (Liley *et al*, Footprint Ecology, 2020) to update its HRA, which has confirmed the accepted Zone of Influence from the 2017 Visitor Survey as 6.2km.
  - Strategic (visitor) Access Management and Monitoring measures (SAMMs): Natural England and The Conservators are working with EFDC, Harlow District Council and the London local authorities to agree the management and monitoring measures necessary to avoid any negative impacts on the SAC arising out of the various Local Plans affecting the ZoL area, in order to safeguard the integrity of the SAC (LUC, 2020). The funding of these measures is also currently under review, although some monies have already been collected from developers.

- Suitable Alternative Natural Green Spaces (SANGS): The provision of SANGS is a key aspect required to avoid negative impacts on the integrity of the Epping Forest SAC from increased recreational pressure resulting from new Local Plan developments (COL, 2020c). SANGS are, or contain significant amounts of, semi-natural habitats of a sufficient size and high quality that local residents, and those from further afield, will choose to visit them as an effective alternative to a visit to Epping Forest SAC. Such alternative provision should have the effect of alleviating the pressure of additional visits to the SAC from the increased residential population and the subsequent impact of these visits. Natural England and The Conservators are currently liaising with EFDC and other local authorities over the provision, location and quality of suitable alternative natural green spaces.
- Honeypot locations with Epping Forest: Connaught Water (within the SAC) is already a very well-known location, with existing negative impacts on the features of conservation interest of the Epping Forest SAC. The developments arising out of the new Local Plans are likely to add further negative impacts to the Chingford area, unless there are robust SAMMs to better manage the visitors who come to the Chingford area and high quality SANGS to provide realistic alternatives to a visit to this part of Epping Forest. Long term monitoring of visitor impact is also crucial to avoid creeping, attritional damage to the integrity of the SAC in the future. The levels at which the SAC Mitigation Plan tariffs, or alternatives, are set are also critical, to ensure adequate funding for the SAMMs and in-perpetuity management of the SANGS.
- The Royal Epping Forest Golf Club, which is directly adjacent to Chingford Golf Course, is marked for development in the draft LBWF Local Plan (see <https://www.walthamforest.gov.uk/content/local-plan> for full list of Local Plan documents). Locating additional dwellings on the doorstep of the Forest will only add further to the visitor pressure under which the area is already placed.

## CHINGFORD AREA MANAGEMENT STRATEGY

'London's Great Forest', a strategy and management plan for Epping Forest 2020-2030 sets out five key strategic priorities for Epping Forest, these being:

- A welcoming destination for all;
- A beautiful Forest, sustaining internationally and nationally important wildlife habitats in an ancient wood-pasture mosaic;
- An inspiring space for people's health, recreation and enjoyment;
- A range of special heritage landscapes which are protected and celebrated; and,
- A resilient environment, where challenges are embraced, and opportunities explored.

Within the context of the overarching strategy and management plan for the whole of Epping Forest (above), this ISP collates current and past management and sets these into an integrated context whilst also identifying a series of local management strategy objectives for the Chingford area, to be implemented over the next 5-10 years (Table 1). Proposals to manage recreational pressure and air pollution impacts on the SAC will form part of these Chingford area objectives within a broader SAC Mitigation Strategy that is being developed in partnership with other competent authorities (e.g. EFDC) and Natural England.

The City of London Corporation will also discharge its obligations with respect to property management issues, as identified in this ISP.

**Table 1: Management Strategy Objectives for the Chingford Area**

<b>Chingford Area Management Strategy Objectives</b>		<b>Epping Forest Management Strategy Objectives</b>
<b>A</b>	To identify a programme of conservation measures that builds on existing management and further contributes towards improving the condition status of the Epping Forest SAC and SSSI in the Chingford area.	2, 5
<b>B</b>	To ensure that COL offers a visitor experience to the Chingford area that meets the needs of the surrounding communities today and into the future, in a sustainable and welcoming way.	1, 3, 4, 5
<b>C</b>	To finance an Infrastructure Improvement Programme for the Chingford area, partly derived from income generated locally.	5
<b>D</b>	To seek to mitigate the impact of additional visits from new developments within Epping Forest SAC's Zone of Influence, through a range of measures including improved landscaping, alternative routes and destinations, alongside more and improved interpretation and orientation.	1, 2, 5

**OUTLINE MANAGEMENT PROGRAMME FOR THE CHINGFORD AREA**

<b>Objective</b>	<b>Action</b>	<b>Timing<sup>2</sup></b> (ongoing / years / subject to funding)
City Corporation obligations, A, B	<p><i>Site safety and statutory work</i></p> <ul style="list-style-type: none"> <li>Continue to undertake COL statutory requirements with respect to site safety and statutory work. This including managing tree safety and Forest furniture according to relevant City Corporation Policies; and,</li> <li>Liaise with COL DBE to agree the funding of a programme of repair work for Connaught Water dam, as detailed in the most recent Reservoir Inspection report (Atkins, 2016). Ensure that the repair works are completed by 2026.</li> <li>Schedule regular inspections of the Warren Pond bund and outflow pipe for wear and tear.</li> <li>Thames Water pipeline: <ul style="list-style-type: none"> <li>Using the aerial photographs in Appendix 4, establish the actual extent to which tree/scrub vegetation has grown over the Thames Water pipeline via survey work;</li> <li>Prepare a works programme to remove vegetation from locations of concern and return it to grassland.</li> <li>Once the vegetation removal is complete, include the new areas of grassland in the annual grassland cutting regime for the Chingford area.</li> </ul> </li> </ul>	Ongoing

<sup>2</sup> Ongoing = task is ongoing on cyclical basis in current management of the site, 2019 = first year of new task, subject to funding = additional funding required for task / project to be progressed

Objective	Action	Timing <sup>2</sup> (ongoing/years/subject to funding)
	<ul style="list-style-type: none"> <li>Following completion of the Access Audit (COL, in prep), complete wayleave agreements with outstanding third parties to safeguard the Forest's boundaries.</li> </ul>	
A, D	<p><i>Habitat Management</i></p> <ul style="list-style-type: none"> <li>A 10-year Countryside Stewardship Scheme programme for most of the Chingford area has recently been agreed and is underway, building on 30 years of agreed and approved management work across the whole area. Key aspects of the current cycle of management include:             <ul style="list-style-type: none"> <li>Protection of ancient trees, including through pollarding, crown reduction, fencing and soil condition amelioration;</li> <li>Extension of the wood-pasture landscape habitat across the Chingford area by:                 <ul style="list-style-type: none"> <li>Undertaking habitat management works to open up former wood-pasture;</li> <li>Expanding cattle grazing using Epping Forest's herd of Longhorn cattle and the new GPS collar technology; and,</li> <li>Providing additional water troughs across the Chingford area to allow the cattle to avoid busy areas and expand their grazing into new areas of the Forest.</li> </ul> </li> <li>Restoration of the calcareous grassland outcrop on Yardley Hill:                 <ul style="list-style-type: none"> <li>Upgrading COL CityMaps to include a data layer on the geology of Britain from British Geological Survey;</li> <li>Using the mapped geological information to target scrub clearance on Yardley Hill to areas of chalky boulder clay, and linking these with existing open areas, to facilitate cattle movement and grazing;</li> <li>Implementing a cyclical cutting regime and/or reinstate grazing (using the new GPS collar technology) in the cleared areas to encourage the return of species rich calcareous grassland.</li> </ul> </li> <li>Preparation of an aquatic habitat management plan for the streams and their sources, ponds and ditches in the area (including the golf course, see below), using the suggested management actions in Appendix 6 of this ISP, with regard to Great Crested Newt populations.</li> </ul> </li> <li>Preparation of a vegetation management plan for the Chingford Golf Course, to include             <ul style="list-style-type: none"> <li>tree management / replacement with more suitable tree species, scrub management and/or removal, pond and ditch management;</li> <li>consideration of safety and hazards particular to the golf course operation, as well as the 'playability' of tees and holes;</li> <li>sympathetic management of the roughs to favour the scarcer plants in these areas; and,</li> <li>realignment of the proposed new footpath across the Golf Course, as detailed in the SAC Mitigation Strategy for Epping Forest, to reduce the hazards associated with walkers crossing the golf course.</li> </ul> </li> </ul>	(dates to be agreed)

Objective	Action	Timing <sup>2</sup> (ongoing/years/subject to funding)
City Corporation obligations, A, D	<ul style="list-style-type: none"> <li>Identification of measures, with partners through the SAC Mitigation Strategy, to reduce air pollution from road traffic impacting the SAC.</li> </ul>	(dates to be agreed)
	<p><i>Invasive species management</i></p> <ul style="list-style-type: none"> <li>Monitor and control invasive species to ensure we meet statutory and COL agreed policies and guidelines, including:               <ul style="list-style-type: none"> <li>Oak Processionary Moth management, nest removal and awareness raising with visitors through signage and other communication methods; and,</li> <li>Control of <i>Crassula helmsii</i> and other INNS, with a risk-based hierarchical approach to control.</li> </ul> </li> </ul>	
B, C, D	<p><i>Heritage</i></p> <ul style="list-style-type: none"> <li>Queen Elizabeth Hunting Lodge:               <ul style="list-style-type: none"> <li>EF staff to support COL City Surveyor's Heritage Estate Team to:                   <ul style="list-style-type: none"> <li>Review both the recommendations in the CS and progress on the planned costed maintenance works for QEHL created in 2016.</li> <li>Determine which works have been completed from the CS and spreadsheet, revise the schedule for outstanding works and identify funding to complete these tasks.</li> <li>Commission a Conservation Management Plan for QEHL.</li> <li>Continue to monitor Deathwatch beetle numbers in QEHL, and act on any reported recommendations.</li> <li>Ensure that the moisture data for QEHL is being monitored and any required actions are undertaken.</li> </ul> </li> </ul> </li> <li>Review the future uses of QEHL, the Epping Forest Visitor Centre and Museum at Chingford within the context of the Archaeological Protection Area (APA) designations for both QEHL and its wider landscape, and consider options for re-providing services as part of a potential new hub at Bury Road car park;</li> <li>Review the feasibility of restoring the historic view from the top of Pole Hill to Greenwich, to help meet aspirations to provide a unique and memorable visitor experience. Implement works as appropriate.</li> </ul>	(dates to be agreed)
B, C, D	<p><i>Visitor Services</i></p> <p>Within the context of the forthcoming Sustainable Visitor Strategy (due 2021), prepare an Access Statement for the Chingford area. Key aspects of this statement to include:</p> <ul style="list-style-type: none"> <li>Protection of the integrity of the landscape, a key feature of the Chingford area and of central importance to ecology/conservation, heritage and visitor enjoyment.</li> <li>Agreeing the approach for the SAC Mitigation Strategy with both LBWF and EFDC to ensure an integration of the priorities and proposals, as there is likely to be a mixture of SAMMS for SAC and infrastructure/SANGS toolbox for the non-SAC land across Compartment 26.</li> <li>Works to improve visitor access:               <ul style="list-style-type: none"> <li>Improving footpath connections between visitor hotspots and the COL car parks;</li> </ul> </li> </ul>	(dates to be agreed)

Objective	Action	Timing <sup>2</sup> (ongoing/years/subject to funding)
	<ul style="list-style-type: none"> <li>Improving and waymarking foot and cycle access options for visitors to get to attractions in the Chingford area without a car, e.g. from Chingford Station/bus stop on Rangers Road to QEHL and Connaught Water;</li> <li>Habitat management works to improve the visibility of the Visitor Centre from Bury Road car park to better connect the two; and,</li> <li>Reducing damage to Forest verges along Rangers Road and Bury Road due to Forest visitor roadside parking.</li> </ul> <ul style="list-style-type: none"> <li>Improving accessibility for visitors around the Chingford area:               <ul style="list-style-type: none"> <li>Providing a path linking Bury Road car park, the Visitor Centre/QEHL and Connaught Water as part of the forthcoming SAC Mitigation Plan (see LUC, 2020); and,</li> <li>Developing a further range of waymarked routes across the Chingford area from Bury Road car park (e.g. around the golf course and beyond to Pole Hill and Yardley Hill/Yates Meadow) to meet the diverse needs of Forest visitors, to link with the wider Forest and to reduce visitor pressure on the relatively small space of Chingford Plain, an important part of protecting the SAC.</li> </ul> </li> <li>Works to enhance the welcoming setting of the Visitor Centre/QEHL/Butler's Retreat café:               <ul style="list-style-type: none"> <li>Upgrading the surfacing around Butler's Retreat café in a sensitive manner, so as to protect the heritage of the building and its Archaeological Priority Area and the natural aspect of the surrounding Forest, and to ensure that any works are SUDS compliant.</li> <li>Review options for enhancing the visibility and welcoming appeal of the Visitor Centre entrance area; e.g. the adjacent car park repurposed as an area for picnic tables, with screening plant tubs.</li> </ul> </li> <li>Reviewing the brown tourist sign provision.</li> </ul>	
City Corporation obligations, B, D	<b>Enforcement</b> <ul style="list-style-type: none"> <li>Ensure the Antisocial Behaviour Management Plan and Enforcement Strategy (COL, in prep) reflects the operational concerns of the Chingford area.</li> <li>Continuing to undertake anti-social behaviour management in conjunction with local stakeholders and partners e.g. Police, NEPP and Local Authorities.</li> </ul>	2021  Ongoing
A, B, C, D	<b>Resourcing</b> <ul style="list-style-type: none"> <li>Develop an Investment Resourcing Plan for the Chingford area in conjunction with the emerging SAC Mitigation Strategy. To achieve the required site investment, key aspects of the Plan will include:               <ul style="list-style-type: none"> <li>Identifying investment needs and potential third-parties;</li> <li>Identifying potential new on-site income generation, particularly within the Bury Road footprint;</li> <li>Reviewing Golf Course maintenance budget to ensure that existing course standard is maintained as player numbers increase over time;</li> <li>Grant-funding opportunities explored; and,</li> </ul> </li> </ul>	(dates to be agreed)

Objective	Action	Timing <sup>2</sup> (ongoing/years/subject to funding)
	<ul style="list-style-type: none"> <li>Identifying income opportunities arising from the Epping Forest SAC Mitigation Strategy, resulting from the emerging Local Authority Local Plans.</li> </ul>	

## POTENTIAL ENHANCEMENT PROJECTS REQUIRING EXTERNAL ADDITIONAL SUPPORT & RESOURCES

Additional support needs to be sought from local businesses and community partners to take forward the following projects:

- Visitor access infrastructure: Unquantified at present is the long-term development of the visitor access infrastructure to meet changing community needs, linked to future substantial development in the area. Works arising from such developments does not form part of the current site expenditure and additional funding will need to be identified to progress any changes and to develop plans and mitigation proposals. This includes new path construction, signage and visitor centre/Caddy house facilities improvements
- Ancient tree management: Survey of ancient / veteran trees could be undertaken by a community partner.
- The large boardwalk and fishing platforms on Connaught Water are halfway through their working lives. Extra funding will be required to replace the boardwalk, at least.

## GLOSSARY OF TERMS AND ACRONYMS

Term / Acronym	Definition
Acid grassland	Nutrient poor acidic soils and grassy-mossy vegetation, including sheep's sorrel, tormentil, heath bedstraw, wavy hair-grass and sheep's-fescue. This type of grassland is on a continuum from heathland habitat and consequently heathers, such as ling, bell heather and cross-leaved heather, may also be present, and the grassland may be a mosaic of herbs and shrubs.
ACPO	Association of Chief Policier Officers (replaced in 2015 by NPCC)
APA	Archaeological Priority Area
BGA	Blue-green algae
BSE	Bovine Spongiform Encephalopathy
Chalybeate spring	Also known as a ferruginous spring, is a mineral spring containing salts of iron
COL	City of London Corporation
EA	Environment Agency
EF	Epping Forest
EFHT	Epping Forest Heritage Trust
Gravel workings	An area using for the extraction of gravel, often in a river valley where the water table is high, so that they may naturally fill with water to form ponds or lakes

Term / Acronym	Definition
High risk	In the context of the Flood and Water Management Act 2010, the Environment Agency classifies water bodies as being 'high risk' if an uncontrolled release of water could result in loss of life.
HLF	Heritage Lottery Fund
ISP	Individual Site Plan
Large raised reservoir	In the context of the Reservoirs Act 1975, a water body is classified as a large raised reservoir if it impounds more than 25,000 cubic metres of water
LBR	London Borough of Redbridge
LBWF	London Borough of Waltham Forest
LGBT	Lesbian, Gay, Bi and Transgender
LoGS	Local Geological Sites, as listed by GeoEssex: <a href="http://www.geoessex.org.uk/introduction_and_best_sites.html">http://www.geoessex.org.uk/introduction_and_best_sites.html</a>
MPS	Metropolitan Police Service
NE	Natural England
NPCC	National Police Chiefs' Council (replaced ACPO in 2015)
NSNO	'No Second Night Out' (Mayor London initiative)
OPM	Oak Processionary Moth
PSE	Public Sex Environment
SAC	Special Area of Conservation (European designation)
SINC	Site of Importance for Nature Conservation (local designation)
SSSI	Site of Special Scientific Interest (UK designation)
TfL	Transport for London
Wood pasture	An area that has been managed by a long-established tradition of grazing, allowing the survival of multiple generations of open-grown and/or pollarded trees, characteristically with some veteran/ancient trees and a mosaic of habitats including scrub.
Official All-weather Path	Paths identified on the Official Epping Forest map as all-weather paths promoted for use by horse riders, cyclists and pedestrians.
Official Natural Path	Paths identified on the Official Epping Forest map as natural paths promoted for use by horse riders, cyclists and pedestrians, usually seasonally closed.
Public Right of Way (PRoW)	Paths identified on the definitive map that the public have a legally protected right to pass and re-pass. Depending on the specific path's status, people will be able to access on foot, cycle or horseback.
Easy Access Trail	Four trails promoted as 'Easy Access' with a level, firm, non-slip surface and regular benches and passing places for wheelchairs. Located at High Beach, Connaught Water, Knighton Wood and Jubilee Pond. Cycling and horse riding are not allowed.
Informal Path	Paths that are highlighted on the Strava App heat map as well used but not already identified as an Official path. Further routes may be added to the Informal Path network if local information suggests there is enough usage to warrant the path's inclusion in this category.



Term / Acronym	Definition
Waymarked Trail	Nine waymarked circular paths established across Epping Forest and the Buffer Lands. Each trail follows official, informal and desire paths as well as Public Rights of Way (PRoW), with some on PRoW on land not managed by the City of London.

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## APPENDICES

1. Detailed Activity Plan
2. Inspecting Engineer's Recommendations for Connaught Water Dam (Atkins, 2016)
3. List of buildings and structures in the Chingford area
4. Thames Water pipeline – locations with potential problem vegetation
5. Yardley Hill and Pole Hill - historical information showing scrub encroachment since 1888-1913, and locations of chalky glacial till outcrops on Yardley Hill
6. Amphibian survey results and management recommendations for ponds in the Chingford area
7. Old photographs
  - Photograph 1: Fairmead Lodge (now demolished) and Fairmead Oak (still in situ and alive)
  - Photograph 2: World War I anti-aircraft gun emplacement on Pole Hill
8. Local Plans – detailed information
9. Figures

**APPENDIX 1: Detailed Activity Plan**

*[Insert spreadsheet]*

## APPENDIX 2: Inspecting Engineer's Recommendations for Connaught Water Dam (Atkins, 2016)

Tables of recommendations are taken from Atkins (2016), an Inspecting Engineer's Report under Section 10 of the Reservoirs Act 1975 as amended 2010. The inspection took place on 24 March 2016.

No 'Recommendations as to Measures to be taken in the Interests of Safety under Section 10(3)(c) of the Act' were made with respect to Connaught Water dam (*these recommendations would be enforceable by the Enforcement Authority*).

Note on abbreviations in tables below:

- OS/EF Operations – Open Spaces / Epping Forest (Operations team)
- DBE – Department of the Built Environment

**Table A2.1:** Recommendations as to Measures to be taken under Section 10(3)(b) of the Act (Maintenance)

*These recommendations are enforceable by the Enforcement Authority but do not require Supervision by a Qualified Civil Engineer within the Meaning of the Act. To be completed within 18 months of the date of report (May 2018).*

	COL division(s) responsible	Current status of works
(i) the approach to the auxiliary weir be kept clear of coarse vegetation and saplings	OS/EF Operations	Ongoing as part of routine maintenance
(ii) repairs to the spillway outlet structure and the associated 'sand' bags be carried out	COL DBE	Completed by contractors (Mitie) in 2017
(iii) the undermined area of the end slab be filled and a new slab be poured with 'downstand' at the end	COL DBE	Completed by contractors (Mitie) in 2017

**Table A2.2:** Other Recommendations, as to Measures to be taken in Respect of Maintenance

*These recommendations are not enforceable by the Enforcement Authority and do not require Supervision by a Qualified Civil Engineer within the Meaning of the Act.*

	COL division(s) responsible	Current status of works
(i) it would be beneficial to repair the whole system in one go and certainly dig out the back of the boarding, making sure there was no exit point and placing geotextile right to the bottom of the trench	COL DBE	Completed by contractors (Mitie) in 2017
(ii) the revetment on the upstream slope be replaced as and when necessary	COL DBE	<b>Outstanding, completion due before next inspection in 2026</b>
(iii) any coarse vegetation/saplings and other woody vegetation on the upstream face be removed and any mature trees be managed so that they do not become too big or out of balance	COL EF Operations	Ongoing as part of routine maintenance <b>One large tree on downstream slope spillway requires removal</b>
(iv) areas of subsidence on the crest be filled	COL EF Operations	Ongoing as part of routine maintenance
(v) existing holes on the crest be filled in and any potholes which form be filled in	COL EF Operations	Ongoing as part of routine maintenance
(vi) the brambles and coarse vegetation to the right of the spillway be cut back	COL EF Operations	Ongoing as part of routine maintenance

	<b>COL division(s) responsible</b>	<b>Current status of works</b>
(vii) any woody vegetation, coarse vegetation and saplings be removed from the downstream face where possible if it re-establishes itself	COL EF Operations	Ongoing as part of routine maintenance
(viii) any mature trees be managed by pollarding etc so that they do not become too big or out of balance – there is one on the crest	COL EF Operations	Ongoing as part of routine maintenance
(ix) a good grass cover be encouraged and the grass cut regularly	COL EF Operations	Ongoing as part of routine maintenance
(x) leakage through the overflow weir be stemmed	COL DBE	<b><i>Outstanding, completion due before next inspection in 2026</i></b>
(xi) any debris in the overflow and overflow pipe be taken out and the pipes kept clear	COL EF Operations	Ongoing as part of routine maintenance
(xii) any scour damage to the path should be repaired and a low bund erected to ensure the flow goes to the forest and not along the toe of the dam	COL DBE	<b><i>Outstanding, completion due before next inspection in 2026</i></b>

**Table A2.3:** Measures Recommended in the Interests of Improving Monitoring and Supervision under Section 11 of the Act

	<b>COL division(s) responsible</b>	<b>Current status of works</b>
(i) the area of ponded water on the toe be watched for further flow or turbid flow	COL EF Operations	Ongoing as part of routine maintenance
(ii) the areas of leakage be watched for signs of increased leakage	COL EF Operations	Ongoing as part of routine maintenance
(iii) water levels are recorded at least monthly	COL EF Operations	Ongoing as part of routine maintenance
(iv) in periods of heavy rain, particularly in the autumn, staff visit the site on a daily basis to ensure the overflow screen is clear	COL EF Operations	Ongoing as part of routine maintenance
(v) the owner considers using the new Prescribed Form of Record	COL EF Operations	New Prescribed Form (Blue Book) now in use

The Supervising Engineer, in accordance with Section 10(4) of the Act, checks the following items twice a year:

- The Prescribed Form of Record is complete;
- The flows at the toe are watched; and,
- The spillway and approach are kept free of debris.



## APPENDIX 3: List of buildings and structures in the Chingford area

Name of building / structure	Notes	Occupancy	Heritage Listing
Queen Elizabeth Hunting Lodge	Queen Elizabeth Hunting Lodge was built for Henry VIII in 1543 and is a unique survivor from the Royal Forest period of Epping Forest. Formerly known as the Great Standing; the two upper floors of the three storey building were open at the sides to provide panoramic views of the hunt across Chingford Plain. A fine example of Tudor timber-framed architecture when English carpentry was at its peak.	COL Museum	Grade II* - Draft Conservation Statement available (Martin Ashley Architects, 2018 <i>in draft</i> ). <b>No Conservation Management Plan available</b>
Butler's Retreat	A mid-19 <sup>th</sup> C timber-framed barn of two storeys, on a brick base, with a lean-to offshoot at the eastern end. Comprises three main bays, the frames of which are expressed externally with weather-boarded infill panels between. The form is consistent with that of other surviving Essex barns, e.g. at Stapleford Tawney. Further garages / outbuildings	Café (third party lease)	Grade II – 2008 Conservation Statement available (Gibberd, 2008)
Royal Forest Coach House	20 <sup>th</sup> C stable buildings converted into the Epping Forest Visitor Centre at Chingford	COL Visitor Centre & Museum	Unlisted - 2008 Conservation Statement available (Gibberd, 2008)
Keeper's Lodge at 10 Rangers Road	Additional garage	COL Staff	Unlisted
Caddie House	Half of downstairs floor space	COL Golf Pro shop	Unlisted
Caddie House	Half of downstairs floor space	Holly Trail café (third party lease)	Unlisted
Caddie House	First floor flat with separate entrance at rear and garden attached	COL staff	Unlisted
Jubilee Retreat	Workshop and yard Base for golf course greenkeepers (maintenance). Includes main shed, water tank for irrigation system and associated control building (a shed), containers and a fuel tank.	COL staff	Unlisted
Jubilee Retreat	Orion Harriers building Includes a space for a COL staff welfare facility.	Orion Harriers running club (third party lease)	Unlisted
Forest Lodge – 1 Jubilee Retreat	First floor flat, plus a garage in a block	Third party lease?	Unlisted
Forest Lodge – 2 Jubilee Retreat	Ground floor flat, plus a garage in a block	Third party lease?	Unlisted
Forest Lodge – 3 Jubilee Retreat	Semi-detached house, plus a garage in a block	COL Staff	Unlisted
Pole Hill Obelisk	Ordnance Survey obelisk with square base of 6 stone slabs joined with cramps. Roughhewn granite plinth positioned centrally on base, surmounted by monolithic granite obelisk with battered sides and flat top. Two inscriptions, one re Greenwich meridian/true north, and other re T E Lawrence.	n/a	Grade II - 2015 Quinquennial Report available (Barker Associates LLP, 2015a)
Pole Hill Trig Point	Concrete pillar in form of square cone with bronze tripod base on top (roundel missing) and benchmark on side. Pillar stands on concrete covered brick base.	n/a	Unlisted - 2015 Quinquennial Report available (Barker Associates LLP, 2015a)

Name of building / structure	Notes	Occupancy	Heritage Listing
Durning-Lawrence Drinking Fountain	Adjacent to Butler's Retreat. Pink polished granite drinking fountain, surmounted by an obelisk, standing on two octagonal grey unpolished granite base steps.	n/a	Unlisted - 2015 Quinquennial Report available (Barker Associates LLP, 2015b)
Horse Trough, Bury Road	Granite horse trough with drinking fountain at one end. Workings of drinking fountain have been removed.	n/a	Unlisted – 2015 Quinquennial Report available (Barker Associates LLP, 2015c)
Remains of WWI anti-airship gun emplacement	Only the concrete base is still in situ. The site was reused during WWII as an anti-aircraft gun emplacement.	n/a	Unlisted

## APPENDIX 4: Thames Water pipeline – locations with potential problem vegetation

**Photo A4.1:** Southern tip of Pole Hill



**Photo A4.2:** South-eastern edge of Pole Hill, south of Chingford Golf Course



**Photo A4.3:** Southwestern corner of Chingford Golf Course



**Photo A4.4:** Northeast of QEHL



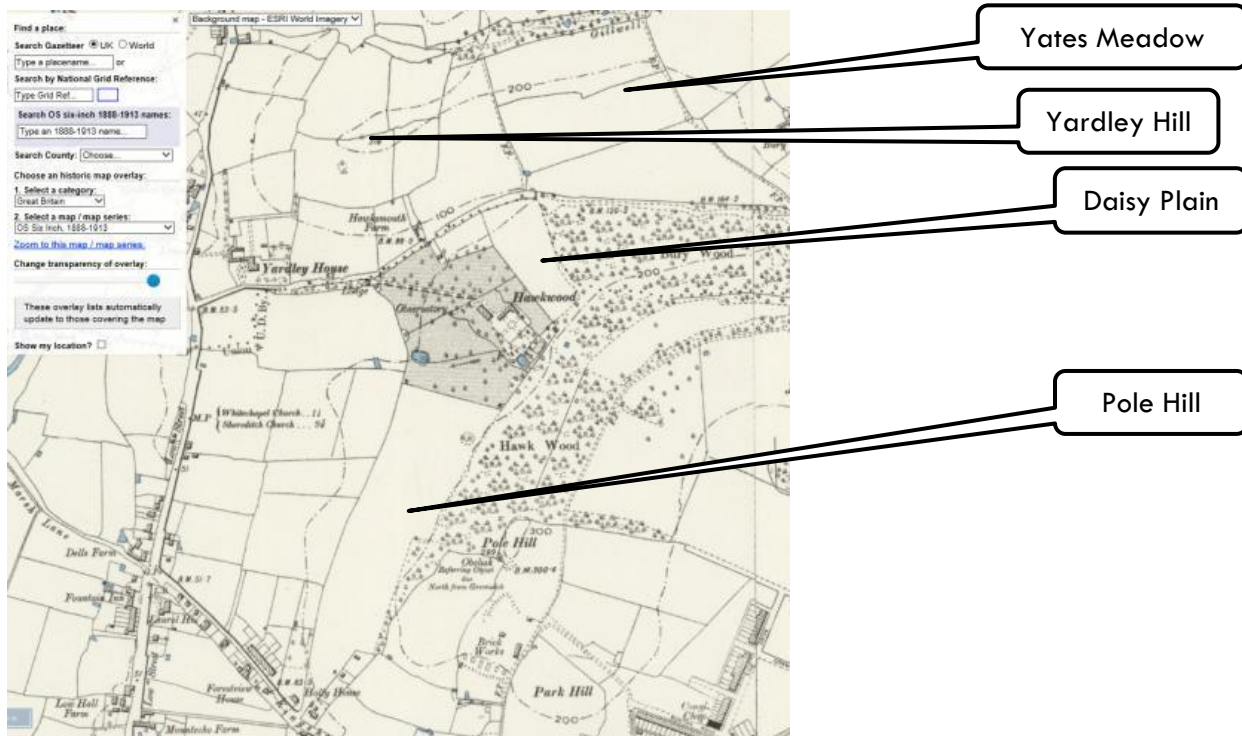
**Photo A4.5:** Either side of where pipeline crosses Rangers Road



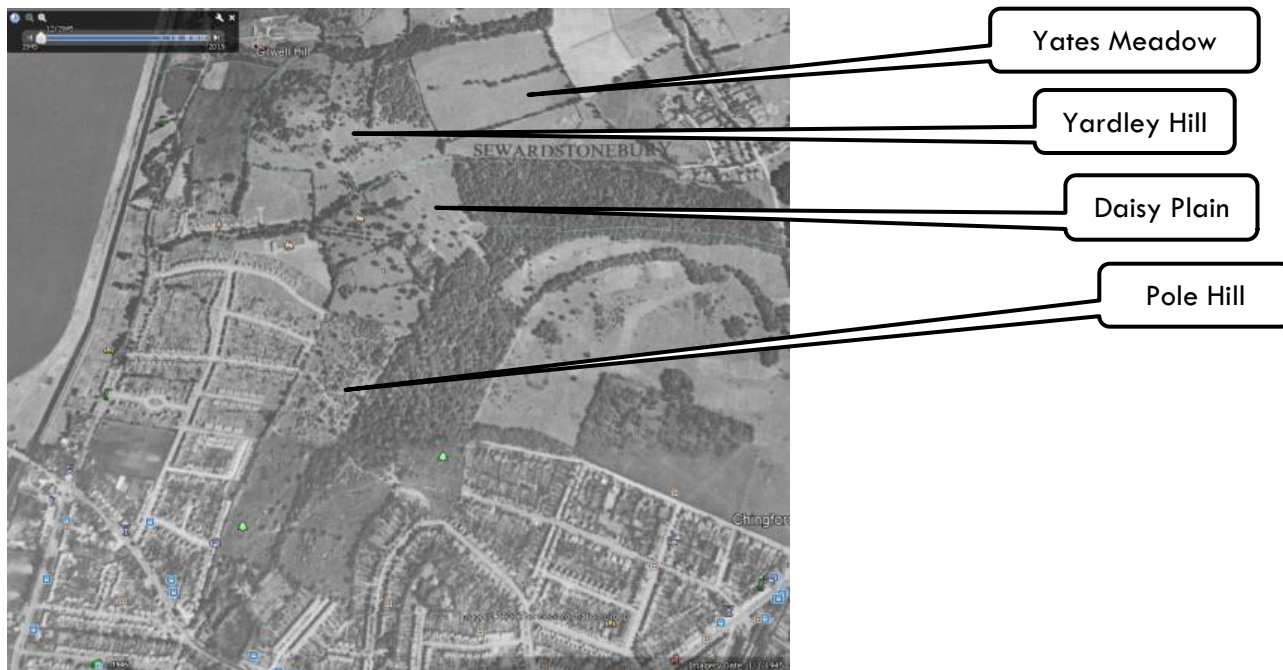


## APPENDIX 5: Yardley Hill and Pole Hill - historical information showing scrub encroachment since 1888-1913, and locations of chalky glacial till outcrops on Yardley Hill

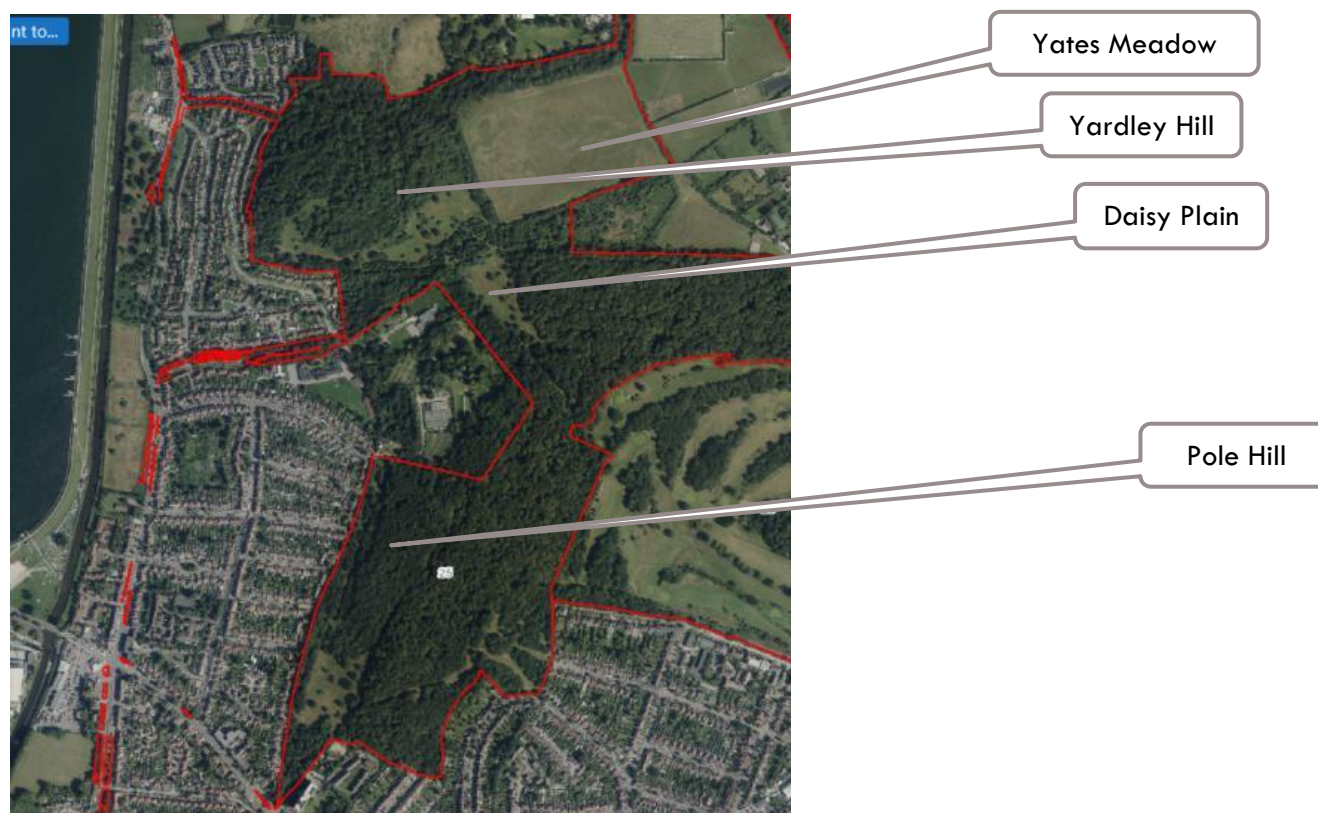
**Image A5.1:** Ordnance Survey mapping of Yardley Hill and Pole Hill, 1888-1913



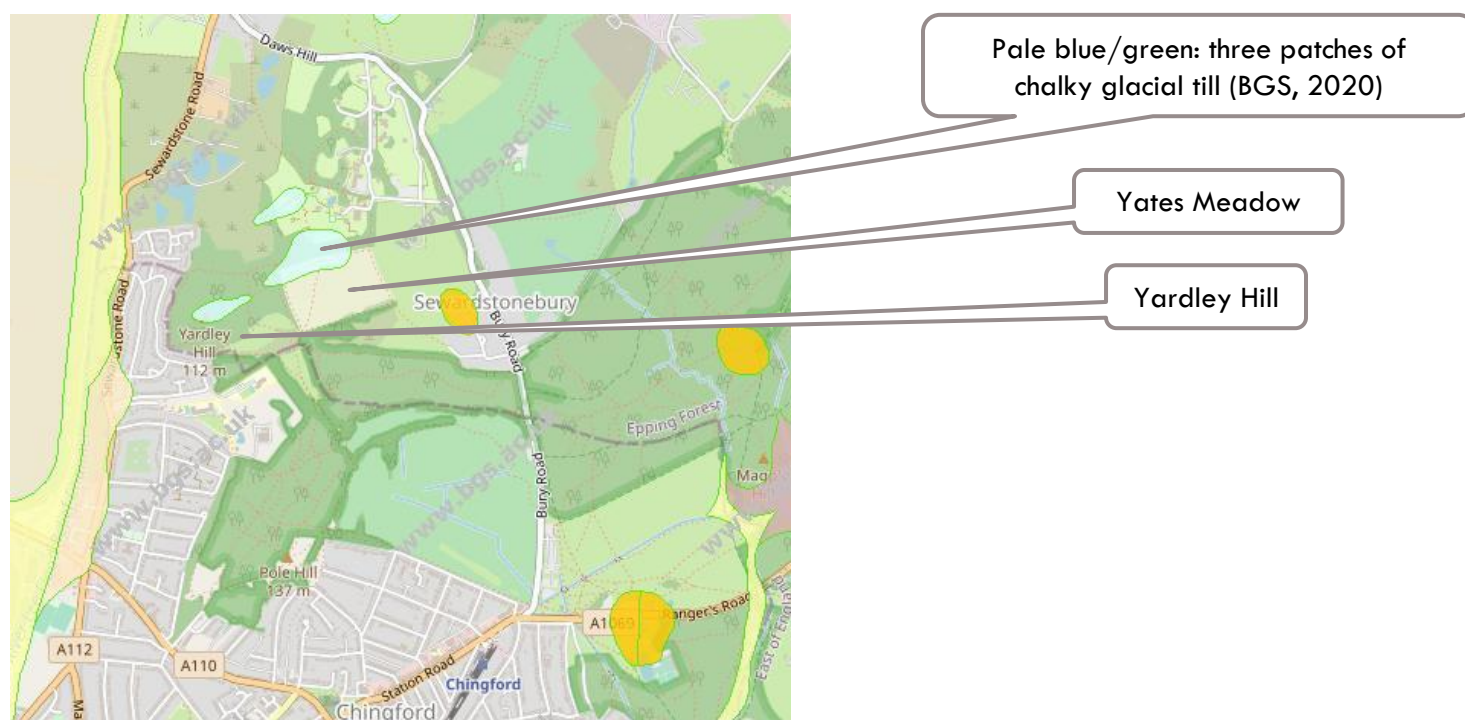
**Image A5.2:** Aerial photograph of Yardley Hill and Pole Hill from 1945



**Image A5.3:** Current (2020) aerial photograph of Yardley Hill and Pole Hill



**Image A5.4:** Extract from Geology of Britain map, showing chalky glacial till patches in pale blue/green



## APPENDIX 6: Amphibian survey results and management recommendations for ponds in the Chingford area

Catherine Bickmore Associates was commissioned on behalf of City Corporation to undertake an amphibian survey of the ponds and lakes of Epping Forest (Catherine Bickmore Associates, 2014). The first objective of the study was to categorise the ponds in terms of importance for amphibians with particular reference to great crested newt. The second was to categorise the ponds according to management priority, with recommendations for management actions for amphibians.

**Table A6.1:** Summary of results of pond survey for amphibians and management recommendations (Catherine Bickmore Associates, 2014)

Waterbody name	HIS (Habitat Suitability Index)	Invasive non-native species	Fish present (in 2013) (Y/N)	Other factors affecting suitability	Designation	Amphibians recorded	Importance for amphibians	Priority for management	Management recommendations (Catherine Bickmore Associates, 2014)
Cuckoo Pits East Pond	0.9	No	N	Lack of open water (Reedmace)	SSSI & SAC	Great Crested Newt, Smooth Newt, Palmate Newt, Common Frog	High	High	Threatened by drying. Deepen, reduce Reedmace, reduce shade, create refugia.
Cuckoo Pits West Pond	0.87	No	N	n/a	SSSI & SAC	Great Crested Newt, Common Toad, Smooth Newt, Palmate Newt	High	High	Threatened by drying. Deepen, reduce Reedmace, reduce shade, create refugia.
Chingford Golf Course middle pond	0.73	No	N	Lack of open water (Common Reed)	None	Great Crested Newt, Common Toad, Smooth Newt, Common Frog	High	High	Lack of open water – threatened by drying/reed growth. Reduce emergent, deepen, establish rough grass and refugia around pond
Chingford Golf Course lower/new pond	0.45	<i>Crassula helmsii</i>	Y	Lack of open water	None	Great Crested Newt, Common Toad, Smooth Newt, Palmate Newt	High	High	Remove fish if possible (or create new pond for GCN), establish rough grass around pond, possibly create connective rough grass terrestrial habitat & refugia to upper pond, reduce invasive aquatic plants.
Warren Pond	0.5	<i>Crassula helmsii</i>	Y	n/a	SSSI & SAC	Common Toad, Common Frog	Medium	Low	Address <i>Crassula helmsii</i> , remove reedmace, reduce shade and enhance terrestrial habitat.
Butler's Retreat Pond	0.49	<i>Crassula helmsii</i>	Y	n/a	SSSI & SAC	Common Toad, Smooth Newt, Common Frog	Medium	Low	Address <i>Crassula helmsii</i> , encourage macrophyte growth.
Connaught Water	0.31	No	Y	Lack of egg laying vegetation	SSSI & SAC	Common Toad, Smooth Newt, Common Frog	Medium	Low	Continue to encourage macrophyte growth.

Additional management suggestions for Connaught Water (COL, 2018a):

- Fencing around Lily beds could be removed;
- Fencing around bank side vegetation to be removed, in place 4+ years;
- Coir rolls along bank to be rolled back into place, placed on top of 'blocks' to allow fish to shelter below them;
- Failed floating island to be re-planted, perhaps with Water Crowfoot *Ranunculus aquatilis*, and protected from wildfowl by 'roofing' wire;
- Failed Lily plantation on the NW corner to be moved along the bank as it is in the way of Anglers. Lilies to be replanted in hessian sacks. Keith happy to advise. Use existing fence material again; and,

- Dead wood to be moved from near the bank along the East side to allow easier and safer survey works, at the same time a sweep to pick up plastic bags would be beneficial.

Additional management suggestions for Warren Pond (COL, 2015a and 2015b):

- Some swims need work to improve for anglers;
- Weed banks reduced in size on the west side;
- There is dead and live wood to be removed from the pond; and,
- Stocking with a few small Tench to ensure succession.

COL (2006) suggested desilting Butler's Retreat pond and restocking it with Tench and Rudd as a children's angling pond.



## APPENDIX 7: Old photographs

Photograph1: Fairmead Lodge (now demolished) and Fairmead Oak (still in situ and alive)



Fairmead Lodge at Fairmead Bottom, High Beech, Epping Forest. This lodge was demolished in 1898. This picture c1890.

Year: 1890

Upload Date: 1st March 2009

Ref No: RSC.1890.360

Location: Epping Forest

Photograph 2: World War I anti-aircraft gun emplacement on Pole Hill



This photograph shows the anti-aircraft gun on Pole Hill, Chingford. The gun was mounted on a timber tower and accommodation for the crew was provided in temporary huts. Shells were brought up to the gun from the end of Mornington Road. (Vestry House Museum, London Borough of Waltham Forest)

## APPENDIX 8: Local Plans – detailed information

- Habitats Regulations 2017 and Epping Forest Special Area of Conservation (SAC): all competent authorities (as defined by Regulation 7 of The Habs Regs) must undertake a formal assessment of the implications of any new plans or projects that are likely to have a significant effect on the designated interest features of protected European Sites (such as Epping Forest SAC) before deciding whether to undertake, permit or authorise such plans or projects (Regulation 63 of The Habs Regs). The first stage of the assessment involves formal *screening* for any Likely Significant Effects (either alone or in combination with other plans or projects). Where these effects cannot be excluded, assessing them in more detail through an *appropriate assessment* (AA) is required to ascertain that an adverse effect on the *integrity* of the site can be ruled out. Where such an adverse effect on the site cannot be ruled out, and no *alternative solutions* can be identified, then the project can only then proceed if there are *imperative reasons of over-riding public interest* and if the necessary *compensatory measures* can be secured.
- Strategic Housing Market Assessment (SHMA): Epping Forest (EFDC), Harlow, Uttlesford and East Hertfordshire District Councils have cooperated in the production of the West Essex and East Hertfordshire SHMA (Opinion Research Services, 2017), to assess the overall housing need for their housing markets. For EFDC these housing needs must be met over the 22-year lifetime of the new EFDC Local Plan (2011 – 2033). The distribution of the housing need, identified by the SHMA, was agreed in a Memorandum of Understanding (March 2017) between the four district councils, Essex and Hertfordshire County Councils and Highways England. For Epping Forest District Council, the housing need was set at 11,400 net additional homes to be provided between 2011-2033 (EFDC Local Plan Report-on-Site-Selection (Local Plan Document EB802B) Dec 2017). This compares to a target of 2,400 dwellings for the previously adopted Local Plan (EDFC, 2008), a greater than four-fold increase in the number of new dwellings.
- Habitats Regulations Assessment: Epping Forest District Council (EFDC) commissioned a strategic Habitats Regulations Assessment of the Local Plan Submission Version (EFDC, 2017), published in January 2019 (the HRA) (AECOM, 2019). This HRA found that the Plan would be likely to have a significant adverse effect, without mitigation, upon the Epping Forest SAC in respect of both atmospheric pollution and disturbance from recreation/urbanisation. An Appropriate Assessment (AA) of its implications for the integrity of the SAC was therefore undertaken. For both pathways of impact, the AA concluded that with mitigation, the Plan would not have an adverse effect on the integrity of the SAC either alone or in combination with other plans or projects (AECOM, 2019). However, this HRA is undergoing significant revisions for reasons set out below.
- EFDC Local Plan Submission Version Examination-in-Public: At the Planning Inspector's hearing to examine the Local Plan Submission Version, both Natural England and the Conservators of Epping Forest (The Conservators) strongly challenged the robustness of the HRA in terms of its methodology and conclusions. Given the uniqueness of the Forest and its high-risk status, the Planning Inspector stated in her closing remarks that '*she could not conclude beyond reasonable scientific doubt that the Local Plan will not adversely affect the integrity of the SAC until steps have been taken towards resolving it*' (Phillips, L, 2019).
- Further work: The Planning Inspector noted at the conclusion of the public hearing that '*achieving sufficient confidence in any necessary mitigation measures is clearly challenging*'. The Inspector stated '*that physical measures (road works) to which specific benefits could be attributed would themselves harm the SAC; and while schemes for road charging and completely car-free development might warrant future consideration, they could not realistically be implemented to support this Plan*'. Therefore, the Inspector stated that '*the Council must either be clearer about the benefits of the mitigation proposed in the HRA; provide robust habitat/location specific evidence to demonstrate that*

*any effects of development would not be adverse; or avoid the effects by altering (or potentially reducing) the pattern of growth proposed in the Plan'* (Phillips, L, 2019).

- Updates to the Local Plan process: EFDC has made public a letter sent to the Planning Inspector on 21 January 2020 (EFDC, 2020a), updating the Inspector regarding progress made on the additional work required to ensure compliance with the Habitats Regulations with respect to the integrity of the SAC. Currently, further research is being undertaken on transport and air quality modelling, as well as consolidating the EFDC Infrastructure Delivery Plan. The updated timetable has been acknowledged by the Planning Inspector (Phillips, L, 2020). EFDC also issued a position statement on Epping Forest SAC on 30 April 2020 (EFDC, 2020b), reiterating the need '*to ensure that mitigation measures are in place which can be relied upon to avoid effects to the SAC*'.
- Recreational Zone of Influence: With respect to disturbance from recreation/urbanisation, Natural England, the statutory body advising competent authorities, like EFDC, on Special Areas of Conservation (SACs), has issued interim advice relating to the emerging strategic approach for the Epping Forest SAC Mitigation Strategy (Natural England, 2019b). This advice defines the recreational Zone of Influence (Zoi) around the boundary of Epping Forest SAC as 6.2km, being the distance up to which more than  $\frac{3}{4}$  of visitors will travel to visit Epping Forest SAC - see also the Epping Forest Visitor Survey 2017 (Liley et al (Footprint Ecology), 2018).
- Open space provision: The northern half of the Epping Forest SAC is wholly within Epping Forest District and therefore will come under pressure to accommodate increased visitor numbers associated with new Local Plan developments within the Zoi. The Planning Inspector requires 'Main Modifications' to the EFDC Local Plan Submission Version, which will need to address the issue of disturbance from recreation/urbanisation (as well as air quality, see above). One option being considered by the key stakeholders is the provision of Suitable Alternative Natural Green Space (SANGS) within Epping Forest District, so that adverse impacts can be avoided. The SANGs proposed will be in addition to any on-site mitigation measures agreed (see SAMMs above), and the extent of the on-site measures may be modified in the light of any effects of any future SANGs.
- Epping Forest SAC Mitigation Strategy: there is an interim Strategy which includes what are termed as Strategic (visitor) Access Management and Monitoring Strategy (SAMMS). This interim Strategy, with input from Epping Forest officers, was prepared by and approved by Epping Forest District Council in consultation with the wider SAC Oversight Group in October 2018. However, a final SAC Mitigation Strategy incorporating other mitigation measures, alternative greenspace and air pollution prevention measures, for the SAC is still required to be completed. The proposed measures and costs for SAMMS have been examined in more detail by the City of London Conservators of Epping Forest with the help of specialist consultants, LUC, and were approved by The Conservators in November 2020 for negotiation with the other competent authorities (including London Boroughs) and Natural England for future agreement (LUC, 2020). The funding for the final SAC Mitigation Strategy will need to take into account these more detailed proposals, a network of suitable alternative natural green spaces (SANGS) and air pollution mitigation measures.

**APPENDIX 9: Figures**

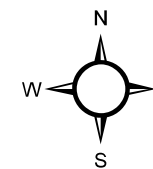
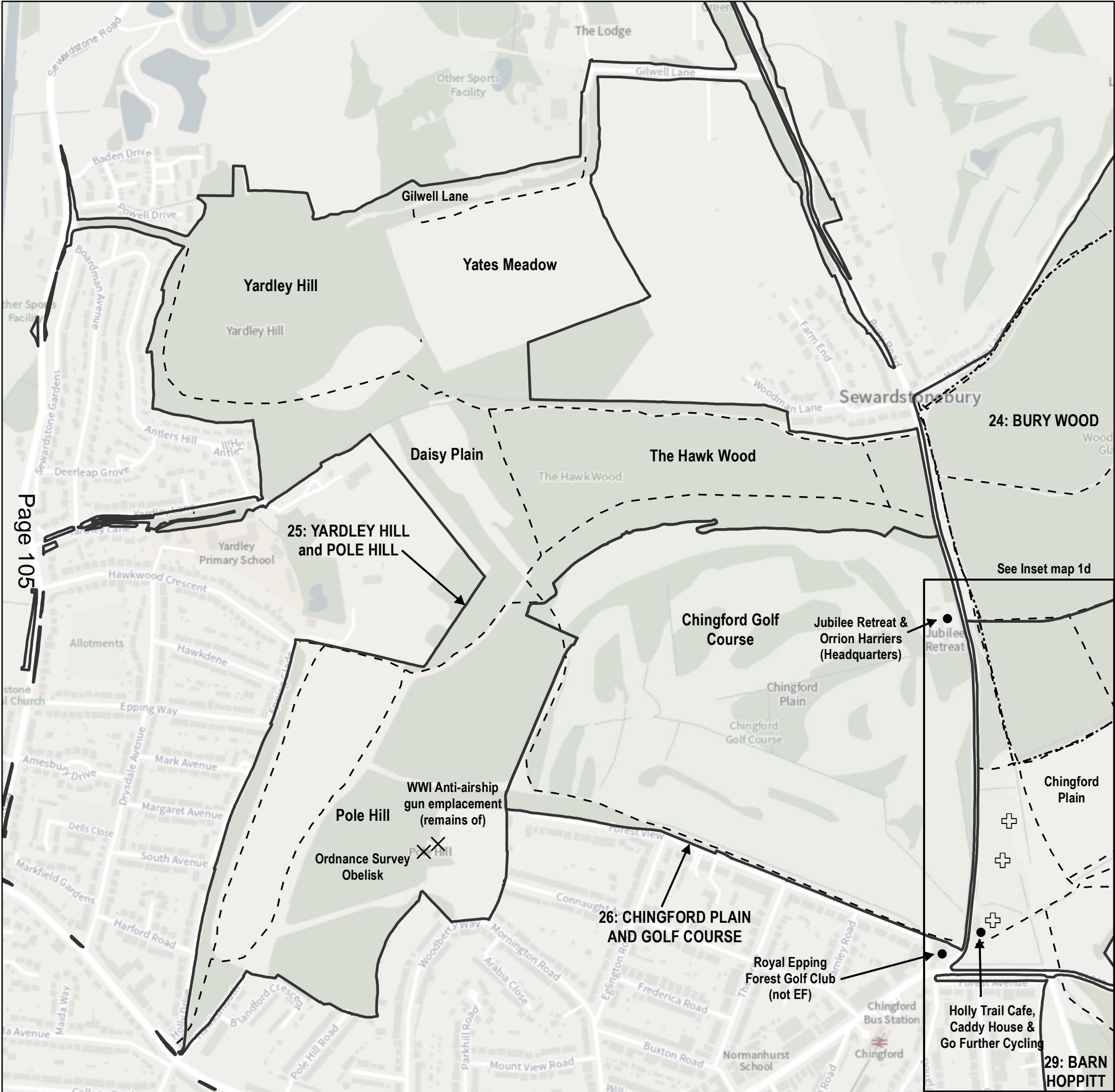
Figure 1 a: Locations of named features in the Chingford area (northwest)

Figure 1 b: Locations of named features in the Chingford area (southeast)

Figure 1 c: Locations of named features in the Chingford area (northeast)

Figure 1 d: Locations of named features in the Chingford area (Inset around QEHL)



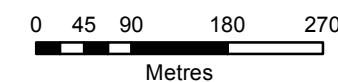


**Figure 1a:**  
**Locations of named features**  
**in the Chingford area**  
**(northwest)**

- Epping Forest compartment boundaries
- 25: YARDLEY HILL & POLE HILL** Epping Forest compartment number & name
- Daisy Plain Location mentioned in Chingford ISP
- Shared Use Trail
- Waymarked Trail
- Heritage Feature
- Building
- Car Park

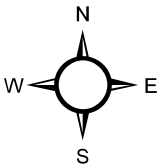
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**Figure 1b:**  
**Locations of named features**  
**in the Chingford area**  
**(southeast)**



Epping Forest compartment boundaries

**29: BARN HOPPITT**

Epping Forest compartment number & name

Warren Pond

Location mentioned in Chingford ISP



Shared Use Trail



Heritage Building or Feature



Building



Car Park

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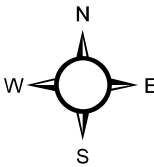
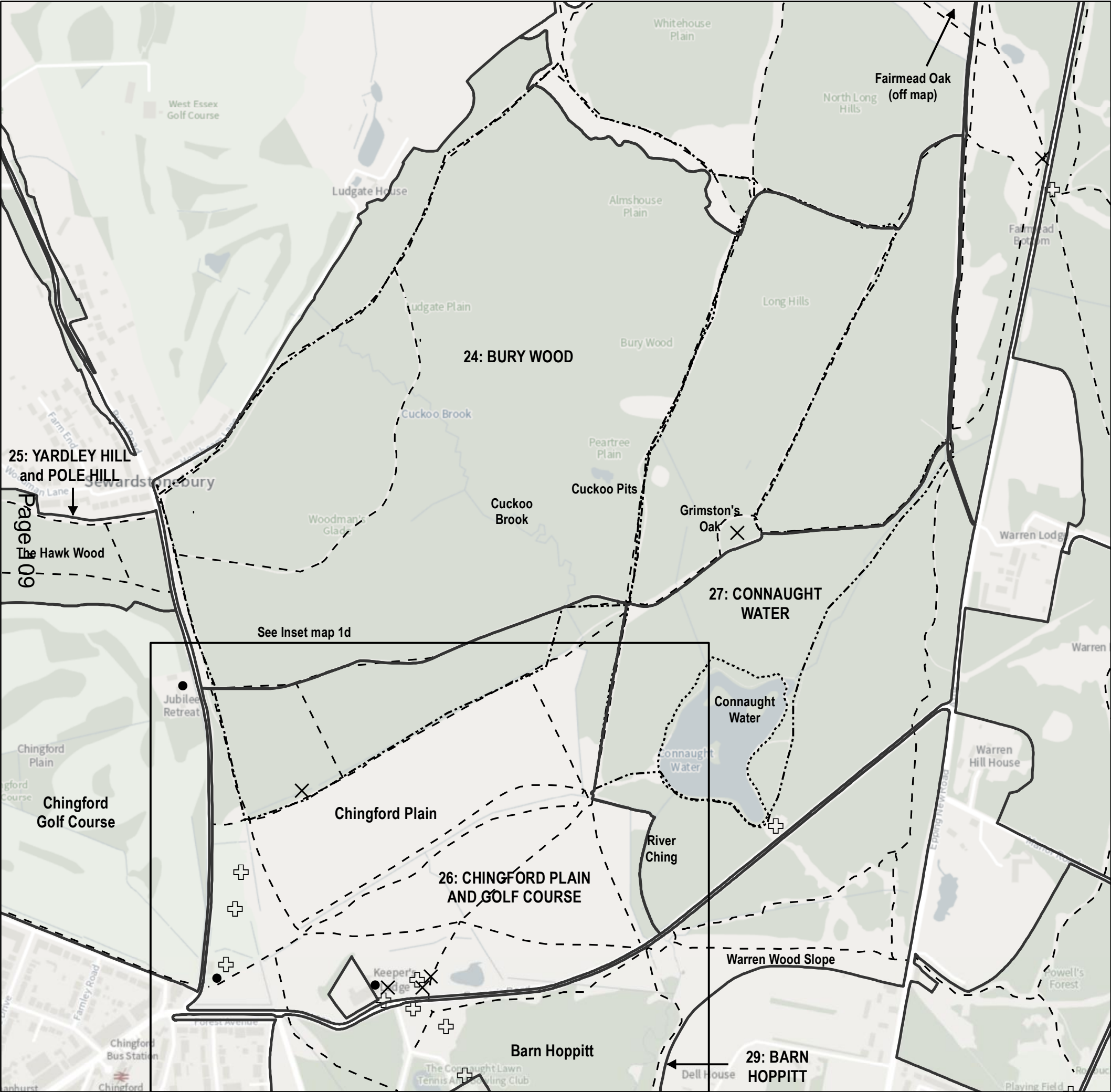
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**Figure 1c:**  
**Locations of named features**  
**in the Chingford area**  
**(northeast)**



Epping Forest compartment boundaries

24: BURY WOOD

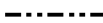
Epping Forest compartment number & name

Chingford Plain

Location mentioned in Chingford ISP



Shared Use Trail



Waymarked Trail



Easy Access Path



Heritage Building or Feature



Building



Car Park

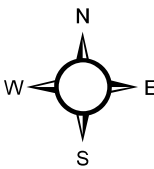
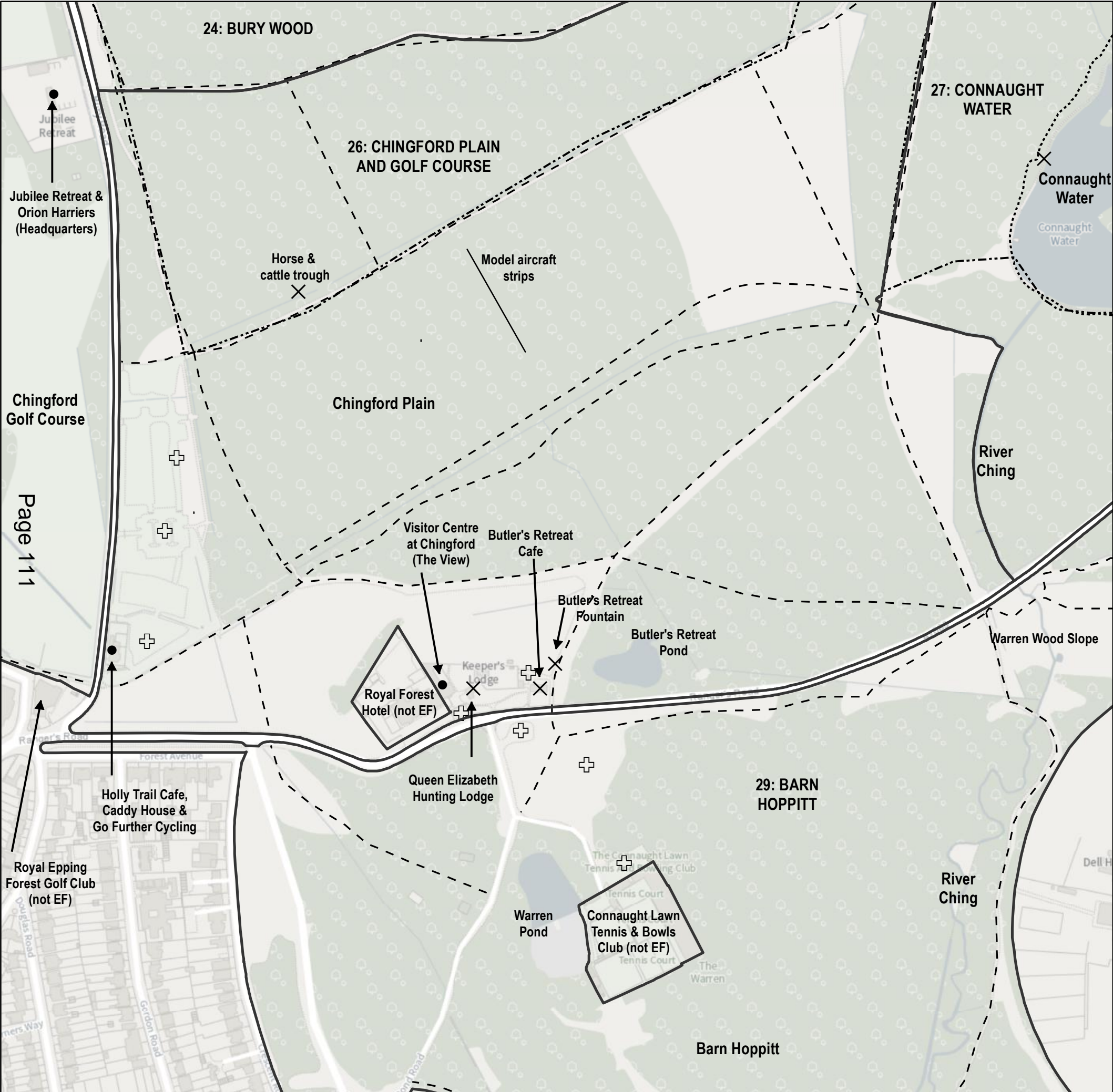
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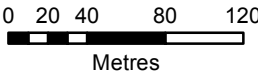


**Figure 1d:**  
**Locations of named features**  
**in the Chingford area**  
**(Inset around QEHL)**

- Epping Forest compartment boundaries
- 24: BURY WOOD** Epping Forest compartment number & name
- Chingford Plain** Location mentioned in Chingford ISP
- Shared Use Trail
- Waymarked Trail
- Easy Access Path
- Heritage Building or Feature
- Building
- Car Park

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Management Planning Assistant

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13 May 2021



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<b>Committee:</b> Epping Forest Consultative - Epping Forest & Commons Committee – For decision	<b>Dated:</b> 16-06-2021 For consultation 12-07-2021 For Decision
<b>Subject:</b> Copped Hall Parkland Management Plan (SEF 27/21)	<b>Public</b>
<b>Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly?</b>	2, 11 and 12
<b>Does this proposal require extra revenue and/or capital spending?</b>	Y
If so, how much?	see Appendix 7
What is the source of Funding?	Climate Action Strategy (CAS) – Strand 9 <i>Carbon Removals</i> and external grant funding
Has this Funding Source been agreed with the Chamberlain's Department?	Yes, CAS funding agreed from FY2021-2022; other funding to be agreed subject to future Gateway reports
<b>Report of:</b> Colin Buttery, Director of Open Spaces	<b>For consultation</b>
<b>Report author:</b> Jeremy Dagley, Head of Conservation - Epping Forest	

## Summary

This report presents proposals for the reversion of arable land at Copped Hall to grassland and the creation of up to 127 hectares of new parkland and wood-pasture habitat, and over 50 hectares of grassland, to sequester carbon and provide for biodiversity net gain. It is proposed that the work, funded by the City Corporation's Climate Action Strategy (CAS) *Carbon Removals* project, would begin from Sept 2022 under CAS. Alongside this, the report proposes that a bid for external grant-aid is made under the Countryside Stewardship Scheme in its last year for applications, 2023 to start in January 2024. The work on the bid would be developed with the assistance of the new *Carbon Removals* Project Manager and Team.

This bid would seek funding for wood-pasture creation under CSS, alongside funding for access enhancement measures, and would aim to integrate the conservation of heritage features through capital grant-aid, should sufficient subsidy be made available for these. The report seeks approval to start the reversion of arable land from September 2022 funded by CAS and approval for these outline habitat creation proposals. The access and heritage proposals would be developed later as part of the CSS application to be put before Committee for approval prior to April 2023.



## Recommendation(s)

At July 2021 Epping Forest and Commons Committee, Members would be asked to:

- approve Option 1 below to allow work to begin at Copped Hall, from September 2022, using the allocated CAS *Carbon Removals* Project funding;
- approve the development of a CSS application based on the wood-pasture and parkland proposals in, and as appended to, this report, plus further development of their detail alongside development of heritage protection proposals and additional visitor access enhancement, including future report on car parking. The details of the application to be presented for approval at future Committee prior to any application in April 2023.

## Main Report

### Background

1. The City Corporation acquired 295 hectares (ha) of the Copped Hall Estate in 1992 in order to protect the boundaries and overall landscape setting of the Forest from development and to provide support for the Forest's wildlife. This purchase, alongside the Copped Hall Trust's acquisition of the Hall and gardens, also prevented inappropriate development of the historic parkland itself.
2. This acquisition was one of a series of Buffer Lands acquisitions during the 1980s and early 1990s made to protect the Forest in a strategy recognised and endorsed in October 1993 by Policy and Resources Committee (P&R). The criteria used to target areas of land for acquisition were set out in the reports to Epping Forest & Open Spaces Committee and P&R as:
  - i) threats of development that might damage the Forest materially or people's enjoyment of it
  - ii) land that would provide a barrier to urban development
  - iii) land that would provide "*valuable wildlife support areas*"
3. Once acquired, the purpose of Buffer Land was set out in policy documents (e.g. Buffer Lands Action Plan 1998) and later in a memorandum to the Parliamentary Select Committee on Environment, Transport and Rural Affairs in 1999 (TCP55 8<sup>th</sup> June 1999, Parliamentary copyright):

*"The purpose of Buffer land is to safeguard the rural environment of the Forest and thereby its natural aspect or feel and to provide to the Forest wildlife support and complementary wildlife habitats, thus facilitating the protection of the Forest's flora and fauna".*
4. Copped Hall Park and gardens are recorded as Grade II\* on the Historic England *Register of Parks and Gardens of Special Historic Interest for England* (RPG). The boundary of the RPG Grade II\* designation straddles the M25 motorway and also covers areas outside the City Corporation's management. South of the Motorway the land is incorporated into the Forest as Compartment 15, The

Warren Plantation. The west side it in Compartment 4 of the Forest. North of the motorway Copped Hall is divided into two Buffer Land compartments Copped Hall North and South (respectively Compartment nos. 54 and 55). Much of Copped Hall South outside the wooded areas and some fields in Copped Hall North have been managed in-house as grassland since acquisition in 1992 (see map at **Appendix 1**).

5. These grassland areas, including the Deer Park, have been managed by grazing with the support of consecutive Countryside Stewardship and Environmental Stewardship grants in 1993, 2003 and 2008. The last of these agreements terminated in 2018. During this time the rest of Copped Hall North has been managed through a series of agricultural tenancies, with the fields used for arable crops.
6. The important heritage of this historic open parkland landscape had been recognised at the time of purchase, but recent research and review, through the Conservation Statement in 2015 and the Parkland Management Plan (PMP) in 2018 has brought this into sharper focus. The PMP has demonstrated the Park's Tudor origins and artefacts of "exceptional significance", overlaid with other important parkland development over several centuries (see **Appendix 2** for Committee report and the appended summary notes for the PMP).
7. The importance of Copped Hall for wildlife was also recognised in 1992 and in the subsequent approved Buffer Land policies. The Parkland contains several ancient, hollow trees and in its woods support Schedule 1 (Wildlife & Countryside Act) breeding bird species, including nesting Red Kites. The parkland and farmland also support red-listed, declining bird species, Cuckoo, Linnet, Skylark and Yellowhammer. In addition there is a population of Barbastelle Bats, an IUCN red-listed species and UK Priority that relies on the parkland. An important local population of Brown Hare is also on site.
8. At the Consultative Committee in March 2021 (see report SEF10/21b – *Background Papers*) there was a consensus opinion that any land management changes should aim to ensure that these species were protected and retained at Copped Hall.
9. Fallow Deer have a very significant impact on the landscape and especially the woodland understoreys. Their browsing has limited the woodland bird community, impacting adversely on Nightingales for example. The approved Deer Strategy will play an important part in the proposed future management of Copped Hall's habitats.

### **Current Position**

10. There is currently a 1-year Farm Business Tenancy (FBT) on the northern fields of Copped Hall (see map at **Appendix 1**), as recently approved at Epping Forest & Commons Committee in March this year (see *Background Papers Non-public* report SEF 17/21). This involves traditional arable field management with ploughing of soils and the use of crop protection chemicals. The southern fields,

including the Deer Park, are grazed by the Epping Forest English Longhorn herd, currently.

11. The PMP is clear that the vision for the Park, and its surrounding landscape, should be to protect the important heritage features, from all centuries of the parkland development, whilst making its biodiversity importance a strong focus and “guiding factor” in the restoration of the Park (see pages 189 and 190 of the PMP). For the main body of the RPG and beyond, to the historic Tudor boundaries of the parkland, the PMP recommends parkland restoration with open-grown oaks and wood-pasture, restoring open-grown trees at varying densities alongside natural regeneration and the development of valuable scrub for breeding birds and insects. These twin approaches would unite landscape heritage conservation with biodiversity enhancement at a critical moment for conservation in the area, as development pressures increase and wildlife continues to decline.
12. In addition to the Registered Park & Garden status, most of the Copped Hall Buffer Land lies within the Copped Hall Conservation Area designated under the Epping Forest District Council (EFDC) Local Plan. A Conservation Area is an “*area of special architectural or historic interest the character or appearance of which it is desirable to preserve or enhance*”. The Character Appraisal for the Conservation Area (Report to Epping Forest District Council, August 2015) emphasises the importance of the Park’s development within the purlieu of Epping Forest and as a key part of the Forest’s ancient surrounding landscape.
13. In addition, the submission version of the EFDC Local Plan affords full protection to the Buffer Lands, including Copped Hall, as if it were part of the Forest. Copped Hall is also mentioned in the Green and Blue Infrastructure Strategy for the Plan.
14. The City Corporation’s new Climate Action Strategy (CAS) was approved in October 2020. This emphasises the importance of the Buffer Lands, especially Copped Hall, in helping the City to meet its net zero emissions target for climate heating gases. Copped Hall, alongside several other sites in the Buffer Lands, through the CAS *Carbon Removals* project (see *Background Papers* Report SEF 10/21), provides one of relatively few places where the City Corporation can increase carbon sequestration to enable it to meet its net zero target.
15. The *Carbon Removals* Project also aims to contribute an improvement in wildlife habitats to support the Forest in recognition of the biodiversity crisis which is entwined with the climate emergency. Biodiversity Net Gain is a core element of the project’s approach to land management for carbon sequestration and storage. To enhance biodiversity, a common element shared by both the PMP’s and the CAS Carbon Removals’ objectives is the restoration and creation of wood-pasture and parkland habitats.
16. There is increasing evidence of the importance of wood-pasture and large-crowned open-grown trees, or what are now often termed silvo-pasture or agroforestry systems, in sequestering carbon alongside providing significant biodiversity benefits. Adjacent to one of the most important wood-pasture sites in



Europe, Epping Forest, this additional extensive wood-pasture habitat should increase the resilience of the Forest to future environmental change by providing a greater variety of refuges for wildlife dependent on open-grown trees and by providing a new generation of such trees as well as increasing the resilience of the Buffer Lands themselves and increasing the capacity of these sites for beneficial natural processes such as air pollution amelioration.

17. There are no car parks serving Copped Hall and most visitors enter by foot from the south over the M25 bridge and from the west from Upshire, along the two respective public rights of way (PRoWs) (see map at **Appendix 3**). In Compartment 55, which is managed as grassland in-house (see paragraph 9 above) there is also permissive public access, approved in 2004 (see *Background Papers*). In Compartment 54, which covers the tenancy as well as some grassland managed in-house, there is no general public right of access.

## Proposals

18. This report focuses on the ecological and landscape restoration required for the main body of the parkland, as well as the opportunities for enhanced sequestration and better, longer-term storage of significant amounts of carbon in the soils. The urgencies of the climate and biodiversity crises, the case made by the PMP for parkland protection and the current availability of funding from CAS and external grants provide a compelling combination for advancing this conservation work now, thirty years on from the purchases that secured the Hall and its parkland (see outline proposals Map at **Appendix 4**).
19. However, in developing these proposals important heritage and access considerations will also need to be addressed. The aim of this report is to set out the work proposed to begin the ecological restoration of Copped Hall, with the support of CAS funding, and to outline the process of seeking external funding to allow the integration of heritage and access enhancements alongside the carbon and biodiversity gains.
20. The statutory bodies protecting heritage and wildlife in England, respectively Historic England and Natural England, have made clear that they regard the PMP as the starting point for negotiations for any future Stewardship or other external grant application. The support of these two statutory bodies is essential for future grant applications under any of the government-backed schemes. The aim would be to explore grant funding for as many important elements for restoration and management at Copped Hall as possible, but the level of grant-aid and feasibility of the delivery of any restoration would be taken into account in recommending which grants are applied for.
21. Carbon targets: Copped Hall is a key part of the CAS Carbon Removals Project. CAS funding is, at the moment, for 6 years until 2027. The CAS funding would be drawn down from 2022 to:

- i. establish a cover flora in 2022, after the termination of the current arable tenancy by reverting all the arable fields by sowing seed and carrying out subsequent hay-mowing and meadow management from 2023

and from 2023 or 2024 to contribute to the costs of:

- ii. planting and care of trees and hedges,
- iii. providing tree guards (possibly both wooden and metal in keeping with the historic park setting),
- iv. erecting deer-proof fencing to protect the natural regeneration areas (see Map at **Appendices 5 and 6**)

22. Biodiversity targets: from 2021 through to 2023 it is proposed to work up external grant applications to provide subsidy support for the management work begun by the CAS *Carbon Removals* project. Countryside Stewardship grant-aid for wood-pasture creation is the current preferred grant because it would last for 10 years. Such an application has been encouraged by Historic England and Natural England to advance the recommendations of the PMP (see *Financial Implications* below for more detail on grant timetables and see **Appendix 7** for likely budget should CSS options be approved as envisaged on current field proposals).
23. The CAS-funded work on habitats, and any subsequent external grant-aid, would be targeted at replacing the arable management with a regenerative approach to soil and sward management to lock up the carbon stores better and begin to sequester carbon through reversion to grassland. The proposals are for over 50 hectares of grassland, including reversion from the current net carbon emitting arable management (see Map at **Appendix 4**).
24. The rationale for the reversion to grassland and scrub in the northern areas of the Copped Hall Buffer Lands is to address the requirements of the wildlife, including Cuckoos, Yellowhammers and Skylarks, severely declining species. The grassland areas would be for these target species but would also provide open vistas across the Cobbin's Brook, maintaining the historic open landscape with wooded areas (see Maps at **Appendices 4 & 6**).
25. The new grassland initially would be mown to establish a basic sward. Should a Stewardship application be successful this would allow the development of wood-pasture species-rich sward for pollinators under an extensive grazing regime.
26. The remainder of the fields would be brought into extensive wood-pasture management. This would see more formal widely spaced oak tree plantings, with protective individual tree shelters closer to the Hall (e.g. at the western end of the Deer Park). At further distances from the Hall, such as the eastern end of the Deer Park, outside of the RPG, natural regeneration would be combined with denser tree planting encouraging areas of scrub to develop to provide habitat for insects and birds and protection for the establishing trees (see indicative Map at **Appendix 6**).
27. Natural regeneration is of key importance to the proposals, where native trees and scrub develop naturally with limited intervention, thus minimising the carbon

footprint in achieving landscape change. Natural regeneration, locally on the Forest at Fernhills and Trueloves and at sites further afield like the much-studied Knepp Estate in Sussex and the Ken Hill project in Norfolk, has been shown to be very important for many threatened bird species, including Nightingale that has previously bred at Copped Hall

28. Also, a key priority is the establishment of oak, of critical importance to the restoration of the landscape and biodiversity and providing a new generation of open-grown trees to replace those ancient oaks that remain as part of the historic parkland landscape (see PMP). But the plantings and natural regeneration will contain and promote a diversity of species to develop.
29. Grazing is also a key component of the landscape and ecological restoration process, but the timing of grazing in the various areas would be dependent on the progress of natural regeneration. Grazing will increase the biodiversity benefits that will result from this project.
30. The current field divisions would be softened to be in keeping with a more extensive and open parkland and lowland wood-pasture landscape, recognising the heritage importance of the original landscape as well as the biodiversity value of this habitat.
31. Heritage considerations: There are three key heritage artefacts that require to be addressed in the management of Copped Hall and in any future external grant applications. In order of priority the heritage features are:
  - i. The Tudor Square Pond and Serpentine
  - ii. The Victorian ha-ha – in two sections east and west
  - iii. The two WW2 pill-boxes
32. The Tudor Square Pond requires further surveys of resident species, the waterbodies and earthworks before any management interventions are considered. It is proposed that grant-aid for such surveys be sought externally ahead of any Countryside Stewardship application. Officers have already approached Historic England for it consider how it could help resource such research work.
33. Depending on whether such surveys could be completed in time, proposals for the Tudor Square Pond and the later Serpentine component would be likely to involve Poplar tree removal. Any proposals for restoration work would be submitted as part of a Stewardship application and the capital works components could attract up to 100% subsidy depending on the work proposed. However, any inclusion in an application in 2023 would be contingent on finding funding for and completing the surveys, this may not be possible in the timeframe. Liaison with Historic England will continue throughout the next two years to establish the best approach.
34. The ha-ha has been inspected by the City Corporation's Department of Built Environment, with a condition survey completed and a full schedule of works which just require costings. The viability of any restoration would depend on the

level of grant support offered for the capital works, which again could attract up to 100% funding. Such funding is determined by advice from Historic England and is at the discretion of Natural England and the Rural Payments Agency in determining any Stewardship application.

35. The management requirements to protect the WW2 Pill-boxes is outlined in the PMP. The costs of works need to be determined but would be explored during the Stewardship application preparation process.
36. Access considerations: One of the key considerations for access, apart from the park and Hall's own inherent attraction for visitors, is the proposed large growth in residential housing at Harlow and elsewhere in the Epping Forest District. The City Corporation, as The Conservators, has continued to make the case for the better protection of Epping Forest Special Area of Conservation (EFSAC) by the provision, through the Local Plans, of suitable alternative natural greenspaces (SANGS) around the Forest or other alternative destinations for the growing residential populations of the District and London Boroughs.
37. It is proposed that Copped Hall has a role to play in receiving these extra visitors thereby protecting the Forest and reducing or preventing an unsustainable growth in visitor numbers there to the detriment of its relative tranquility and its internationally important habitats. However, in playing any such role Copped Hall would need additional resources and would need to be set in a wider context of a robust network of other destination sites, in order for the parkland itself, with its significant biodiversity and heritage, not to be adversely impacted.
38. It is the intention to create a car park in a suitable place (or places) to serve Copped Hall and this would be the subject of a separate report to both Consultative and Epping Forest & Commons Committee as the proposals for the PMP are developed for grant applications over the next 18 months. This will be an item for discussion with stakeholders, such as EFDC and Copped Hall Trust.
39. Currently, any resources for access or for the cohesive network of alternative destinations have yet to be made a reality under the various Local Plans encompassing the Forest, although a Green & Blue Infrastructure Strategy has been approved by Epping Forest District Council recently. Therefore, early engagement with Epping Forest District Council, in particular, in relation to these matters and specifically in relation to the protection of the Copped Hall Conservation Area (see map at **Appendix 1**) will be required.
40. The existing permissive access to the southern half of Copped Hall, including the Deer Park, should be considerably enhanced by the proposed parkland tree planting near the Hall. Subject to resources, including grant-aid, for improved signage, orientation and interpretation, there should be better shielding of the M25 view, noise and pollution by a belt of tree establishment and the greater variety of edge habitats and new vistas to explore and view (see map at **Appendix 5**).
41. For the northern parts of Copped Hall, mostly outside the RPG boundary, as part of the wood-pasture creation there is a proposal for new, additional public access

to be provided in the form of a long loop walk, 3.2 km in length (see Map at **Appendix 4**).

42. This loop walk would start out from the existing public right of way (PRoW) and take a route through the proposed new wood-pasture creation, the ancient semi-natural woodland rides of Spratt's Hedgerow and the Copped Hall hay-meadow alongside the Cobbin's Brook that was created 20 years ago.
43. The loop walk would be routed carefully to ensure minimal disturbance of important breeding areas for Skylarks, Yellowhammers, birds of prey territories and Brown Hare habitat and so ensuring that good views can be obtained across the Cobbin's Brook Valley while limiting disturbance to wildlife which would be an essential consideration in the devising of any new access route. Providing a green lane-like route with hedging would be an option to be considered as details of the habitat works are developed.
44. In developing any enhanced access, attention will need to be paid to the current relative low levels of disturbance in much of the Deer Park, which allows ground-nesting Skylarks to breed successfully. Consideration will need to be given to modifying the extent or timing of access so as to protect the Skylarks and other ground/low-nesting birds, as well as preventing undue disturbance to other wildlife, including Brown Hares and birds of prey.

## Options

45. **Option 1:** To approve the use of CAS funding for the initial sowing of Copped Hall land to begin the process from September 2022 of ecological restoration by reverting 84 hectares of arable land to grassland ensuring more secure carbon storage in the soils and net carbon sequestration to meet the targets of the *Carbon Removals Project*.
46. To approve the development from 2021 onwards of an application seeking external grant aid for wood-pasture creation (at £409 per hectare) to supplement CAS funding with the aim of creating 127 hectares of lowland parkland and wood-pasture habitat and up to 50 hectares of grassland from 2024 onwards.
47. To approve the development of further elements for the preparation of Countryside Stewardship or other grants application involving proposals for enhanced conservation of heritage features, seeking 100% capital grants, and to approve the development of proposals as part of any application for improved access for visitors from 2024 onwards. **This option is recommended.**
48. **Option 2:** To delay the start of any restoration works under CAS until all elements of the heritage conservation are prepared with external grant-aid (and any match-funding) achieved for the heritage elements, along with a full sustainable visitor strategy for the Buffer Lands and provision of car parking facilities to serve Copped Hall. This would delay the achievement of City Corporation's CAS targets. This strategy would also be likely to require a grant application after 2023 to the successor to CSS, such as the Environmental Land

Management scheme (ELM) or some other grant funding. **This option is not recommended.**

## Key Data

49. The City Corporation owns 295ha of Copped Hall as buffer lands acquired in 1992. Of this 130ha is within the 165ha Registered Park and Garden Grade II\* (RPG).
50. The proposals for ecological restoration, biodiversity enhancement and to achieve carbon sequestration involve the reversion of 70 hectares of arable fields to grassland in the first instance.
51. Subsequently, the in-house grasslands of the southern park would be 'restored' to wood-pasture and parkland. Ultimately, the target would be to create 127 hectares of wood-pasture and parkland and up to 50 hectares of grassland for target species like Skylarks.
52. The work above would be funded by the City Corporation's CAS fund initially followed by an external grant to subsidise the work in future years and allow more CAS funding to be directed towards additional projects.

## Corporate & Strategic Implications

### Strategic implications

53. This action plan would contribute significantly to City of London Corporate Plan 2018-2023 Outcome 2 *People enjoy good health and well-being*; Outcome 11: *We have clean air, land and water and a thriving and sustainable natural environment* and Outcome 12: *Our spaces are secure, resilient and well maintained*.
54. The action plan is directly aimed at fulfilling an important element of the City Corporation's Climate Action Strategy by enhancing carbon storage and increasing carbon sequestration, alongside ecological restoration and recovery.
55. The aim of the Copped Hall PMP and its recommendations are to support the Open Spaces Department's Vision of enriching people's lives by enhancing and providing access to ecologically diverse open spaces and outstanding heritage assets across London and beyond.

### Financial implications (see also *Risk Implications* below)

56. Some of the elements of the PMP would be implemented through the *Carbon Removals* Project funding under Strand 9 of the City Corporation's Climate Action Strategy (CAS). In 2022 it is proposed to involve greater than £70,000 of investment from the CAS to start the arable reversion to grassland and begin the process of carbon sequestration.
57. To supplement CAS funding for the project, and to allow CAS funding to be spread across further projects, any CSS grant would need to be applied for by April 2023 with final details agreed with Natural England and Historic England

before August 2023. If successful, any CSS grant would start in January 2024. The current forecasted overall budget is given in **Appendix 7**.

58. Additional income from the Basic Payment Scheme will be available from 2023 until 2027 when the BPS scheme ends.
59. Other grants will also be investigated, including those forthcoming from the Forestry Commission this year. Discussions with the FC have already begun to assess the benefits of the potential grant schemes when compared with the current CSS grant rates and requirements. The publication of details is still awaited and is expected in early summer this year

#### Resource implications

60. The consultation work on the PMP and the proposals contained in this report would require significant Epping Forest officer time, both to consult local stakeholders, including Epping Forest District Council and the Copped Hall Trust, as well as to develop external grant applications (e.g. Stewardship) maintaining close liaison with Historic England, Natural England and the Forestry Commission.
61. The work would also involve further reports to Committee as the proposals and any grant applications are developed. The new *Carbon Removals* Project Manager post and the *Carbon Removals* Team (up to 3 officers) would provide the additional resources in order to achieve this work and to ensure the carbon sequestration and storage plans are expedited.

#### Legal implications

62. Tree planting will require an assessment under the Environmental Impact Assessment as required under Environmental Impact Assessment (Forestry) (England and Wales) Regulations 1999, as amended.

#### Risk implications

63. In terms of the resources required to manage risk, the *Carbon Removals* Team would provide oversight for the carbon sequestration and biodiversity elements of the project. A risk register has already been compiled for the *Carbon Removals* project overall and presented to Epping Forest & Commons Committee and Projects Sub-Committee (see SEF23/21 *non-public* Gateway 2 report in *Background Papers*).
64. Of these risks the most immediate one would be the loss of income from the termination of the tenancy from September 2022 should a Countryside Stewardship application not be accepted in 2023. However, a proportion (75%) of this rental income would be recovered, from 2023 onwards, as the City Corporation would begin to receive the Basic Payment Scheme (BPS) payments.
65. For tree planting and establishment through natural regeneration across grassland and farmland on this scale an Environmental Impact Assessment (EIA) of the project is required to be approved by the Forestry Commission (FC). FC

officers have already been contacted with regard to the aims, objectives and proposed locations for the CAS *Carbon Removals* project and a site visit to Copped Hall with FC officers is proposed for later in 2021. FC Officers are, in principle, supportive of the outline direction of travel for this project. In addition, liaison with other sites, owned by organisations carrying out similar EIA work, is currently being arranged in order to share understanding of the process.

#### Equalities implications

66. There are no immediate equalities implications from the recommendations in this report. Future access and site interpretation arrangements would need to examine equalities issues.

#### Climate implications

67. The proposed land management changes, involving the ecological restoration of Copped Hall, are of fundamental importance to the achievement of the City Corporation Climate Action Strategy 2020-2027. The *Carbon Removals* Project at Copped Hall supports the achievement of Net Zero by: increasing the carbon sequestration capacity of our open spaces, by providing environmental stewardship and advocacy, in the use of resources, emissions, conservation, greening, biodiversity and access to nature. The *Carbon Removals* Project at Copped Hall builds climate resilience by preparing our response to natural and man-made threats, providing thriving and biodiverse green spaces which enhance the capacity of the land to provide ecosystem services.

#### Security implications

68. N/A

### Conclusion

69. The launch of the City Corporation's Climate Action Strategy requires an increase in carbon sequestration to be achieved to reach the aim of net zero of direct emissions by 2027. The Epping Forest Buffer Lands, particularly Copped Hall, provide a major opportunity to achieve increased carbon sequestration relatively early in the Strategy and thereby to increase the likelihood of achieving the net zero target. Therefore, CAS funding would be put towards the reversion of arable land to grassland and the creation of up to 127 hectares of new parkland and wood-pasture across the Copped Hall site, in line with the Parkland Management Plan recommendations.
70. Importantly, the Parkland Management Plan provides the basis for a bid for Countryside Stewardship (CSS) funding in 2023, with the likely full support of Historic England and Natural England. If successful such funding would provide a significant subsidy to the CAS *Carbon Removals* Project and allow its funds to be spread to other projects. In addition, an application to CSS would allow the development of heritage protection proposals which may attract substantial capital grant-aid, up to 100%. The CSS bid would also involve the development of access enhancement proposals, which would be subject of a further report to Committee. Nonetheless, other grant opportunities would also be explored, as



new Forestry Commission-administered grants are soon to be available, and the cost-benefits need to be compared to CSS.

## Appendices

- **Appendix 1:** Map of Copped Hall RPG Grade II\* boundary and land use
- **Appendix 2:** SEF 22/21 *Copped Hall Parkland Management Plan*. Report to Epping Forest & Commons Committee 10<sup>th</sup> May 2021
- **Appendix 3:** Map of current management & heritage boundaries with PRoWs
- **Appendix 4 –** Map of proposed management and additional access route
- **Appendix 5 –** Copped Hall tree establishment proposals I (indicative only)
- **Appendix 6 –** Copped Hall tree establishment proposals II (indicative only)
- **Appendix 7 -** Projected 10-year budget balance with

## Background Papers

- SEF 22/21 *Copped Hall Parkland Management Plan*. Report to Epping Forest & Commons Committee 10<sup>th</sup> May 2021 (appended to this report)
- SEF 23/21 *Climate Action Strategy – Carbon Removals Project*. Non-public Gateway 2 Report to Epping Forest & Commons Committee 10<sup>th</sup> May 2021 and to Projects Sub-Committee 17<sup>th</sup> May 2021
- SEF 17/21 *Farm Tenancy – Copped Hall North – future options*. Non-public Report to Epping Forest & Commons Committee 8<sup>th</sup> March 2021
- SEF 10/21 *Climate Action Strategy – Open Spaces “Carbon Removals”*. Report to the Epping Forest & Commons Committee 8<sup>th</sup> March 2021 and the Epping Forest Consultative Committee 10<sup>th</sup> February 2021.
- SEF 24/04 *Providing additional public access to Epping Forest Buffer Lands*. Report to Epping Forest & Commons Committee May 2004
- SEF 59/98 *Buffer Land Action Plan*. Report to Epping Forest and Open Spaces Committee 13<sup>th</sup> July 1998.

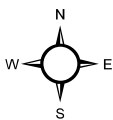
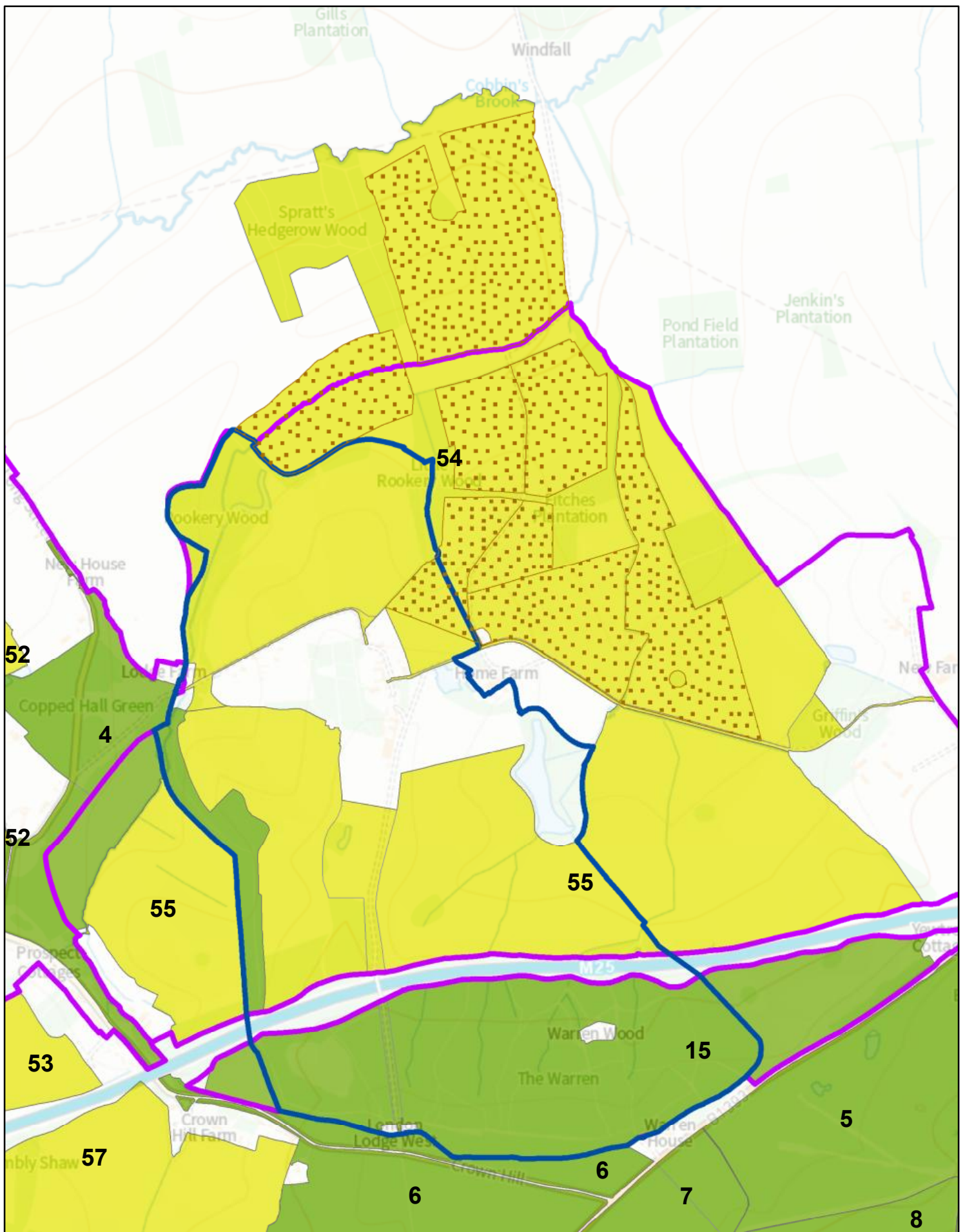
### Dr Jeremy Dagley

Head of Conservation – Epping Forest






Telephone: 020 8532 1010

E-mail: [jeremy.dagley@cityoflondon.gov.uk](mailto:jeremy.dagley@cityoflondon.gov.uk)

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## COPPED HALL DESIGNATIONS & LAND USE

-  Arable Tenancy
-  Registered Park and Garden
-  Conservation Area
-  Arable Land
-  Forest Land

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<b>Committee:</b> Epping Forest & Commons Committee – For decision	<b>Dated:</b> 10-05-2021
<b>Subject:</b> Copped Hall Parkland Management Plan (SEF 22/21)	<b>Public</b>
<b>Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly?</b>	2, 11 and 12
<b>Does this proposal require extra revenue and/or capital spending?</b>	<b>N</b>
If so, how much?	-
What is the source of Funding?	-
Has this Funding Source been agreed with the Chamberlain's Department?	-
<b>Report of: Colin Buttery</b> , Director of Open Spaces	<b>For Decision</b>
<b>Report author:</b> Jeremy Dagley, Head of Conservation - Epping Forest	

### Summary

This report presents a brief summary of the Copped Hall Parkland Management Plan (PMP), prepared for the City of London Corporation by two expert consultants and part-funded by the statutory agencies, Historic England and Natural England. The purpose of the PMP was to provide a complete heritage and ecological assessment of the this Registered Park and Garden (RPG) Grade II\* site and to make recommendations for the protection and long-term management of the exceptional heritage, whilst working in sympathy with the conservation and access management of Epping Forest. This report proposes that the full PMP itself is now more widely shared with key stakeholders.

### Recommendation(s)

Members are asked to:

- approve Option 1 below, to make the PMP publicly available and to allow dialogue with key stakeholders from 11<sup>th</sup> May 2021 onwards.

### Main Report

#### Background

1. The City Corporation acquired 295 hectares (ha) of the Copped Hall Estate in 1992 in order to protect the boundaries of the Forest from development and to provide support for the Forest's wildlife. This acquisition was one of a series of Buffer Lands acquisitions during the 1980s and early 1990s made to

protect the Forest in a strategy recognised and endorsed in October 1993 by Policy and Resources Committee.

2. Of this acquisition, 130ha lies within the 165ha national Registered Park and Garden designation (RPG). The remainder of the RPG area is in other ownership, including the hall and gardens owned by the Copped Hall Trust that also acquired their area in 1992 (see map at **Appendix 2**).
3. Copped Hall park and gardens are recorded as Grade II\* on the Historic England *Register of Parks and Gardens of Special Historic Interest for England*. The national significance is recognised by Historic England's designation as Grade II\* on its Register of Parks and Gardens (one of 38 registered sites in Essex, and 1610 registered sites nationwide –approximately 30% of all sites are Grade II\*). Comparison with other estates regionally and nationally concludes that it was of a high status and contains a relatively rare package of relict features.
4. Within the City Corporation's ownership of Copped Hall, the Registered Park and Garden area, as well as the earlier historic boundaries of the park are divided, at the current time, into different land designations and occupiers (see map at **Appendix 2**). To the south of the M25 the Warren Plantation and Holly Hedge Field have been incorporated as Forest Land under the Epping Forest Act 1878, the latter field only incorporated in the year 2000 to mark the start of the new Millennium.
5. North of the motorway Copped Hall is divided into two Buffer Land compartments Copped Hall North and South (respectively Compartment nos. 54 and 55). The whole of Copped Hall South and some fields in Copped Hall North have been managed in-house since acquisition. The areas, including the Deer Park, were returned to and have been managed as grassland with the support of consecutive Countryside Stewardship and Environmental Stewardship grants in 1993, 2003 and 2008. The last of these agreements terminated in 2018.
6. The rest of Copped Hall North is under an agricultural tenancy. This is currently a 1-year Farm Business Tenancy (FBT), as recently approved by your Committee in March this year.
7. In 2015, a Conservation Statement for Copped Hall and the Buffer Lands was prepared by Historic Environment Associates ('*Copped Hall Conservation Statement*', March 2015). The Conservation Statement provided an outline assessment of the site's landscape and heritage importance and flagged up gaps in knowledge, providing pointers to further archive sources. It also helped to open an early dialogue with both Copped Hall Trust and the officers at Epping Forest District Council responsible for the Local Plan's Conservation Area status of Copped Hall.

## **Current Position**

8. The PMP was commissioned in 2017, with 80% grant support from Historic England and Natural England. Two expert consultants in heritage assets, historic and farmed landscapes were engaged to carry out the detailed assessment of

Copped Hall's heritage and wildlife value with a view to providing advice and recommendations for management planning and external grant applications, particularly Countryside Stewardship.

9. In addition to cataloguing and assessing, in detail, the importance of the site and the key priorities for management, the PMP also sought to provide a framework for integrating the conservation actions across the multiple ownership of the RPG.
10. In addition to document research and extensive fieldwork during 2017 and 2018, the consultants also arranged discussions with Epping Forest management team and other officers and with the Copped Hall Trust. Following feedback and revisions from officers the PMP (in eight parts) was completed in December 2018. After a full review, Historic and Natural England advisors met with officers in summer 2019 to confirm that the PMP met their objectives.
11. Epping Forest officers have since been considering options and developing proposals on changes to the land management, based on the PMP recommendations and also new information in relation to climate action, and these proposals would be the subject of separate reporting.
12. A brief summary of the PMP's findings and recommendations is attached at **Appendix 1**, with the aim of developing this into a more complete PMP summary document to aid future consultations and discussions with stakeholders. The full PMP document is in eight sections, including a gazetteer and maps. Historic and Natural England have indicated that they are in a position to sign-off the PMP and, therefore, that the City Corporation is in a position to publish it.
13. The PMP demonstrated and enhanced the national importance of the heritage landscape at Copped Hall through its research findings. In particular, the earthworks within Rookery Wood were considered of exceptional significance due to their Tudor origins. It also recommended land within the RPG boundary in the City ownership should be reunited as some of this is divided between tenanted and in-house management at present. A series of recommendations were made on the built structures including the eastern and western ha-has and the two WW2 pill-boxes.
14. In addition, the PMP reiterated the importance of the ecological continuity of the landscape with that of the Forest. It recommended tree-planting across the historic park to reinstate the extent of the earlier lowland wood-pasture and parkland landscape, recommending the early 20<sup>th</sup> Century lay-out as a guide to this, but recognising the need for flexibility and the ecological links with the Forest. The PMP also recognised the importance of grazing to the future of the landscape management.
15. The PMP also considered the issues of access, including car parking and the issues this would pose with areas in multiple ownership around the central attraction of the Hall. Low-key interpretation was proposed, including possible grant support through Stewardship. Increasing visitor pressure and its implications were explored in the approaches to future management and the

PMP recommended that a consultancy specialising in access provision to historic environments should be engaged to develop options and proposals

## Proposals

16. This report provides a summary of the PMP to capture the key issues. It further proposes that the PMP, and a summary document based on the attached summary, be made publicly available to local stakeholders immediately after the Committee meeting. Amongst those local stakeholders would be the Epping Forest Consultative Committee at its June meeting, the Copped Hall North FBT tenant, the Copped Hall Trust and officers at Epping Forest District Council responsible for the Local Plan's Conservation Area designation.
17. It is proposed that officers would contact The Copped Hall Trust early in the process of dissemination of the PMP, in consideration of its ownership of the Hall and gardens and its involvement in the provision of information to the consultants for the PMP.
18. A delivery plan, with options for seeking external grant support, based on the PMP recommendations and the proposed role of the Copped Hall land for the City Corporation's *Carbon Removals* project, would be presented as a separate report (or reports) to both this Committee and the Consultative Committee.

## Options

19. Option 1: To "sign off" the Copped Hall PMP and to make it publicly available as soon as practicably possible, along with a summary document, and for officers to begin a dialogue to receive feedback on the PMP with Copped Hall Trust, EFDC officers, the tenant and the Consultative Committee. **This option is recommended.**
20. Option 2: To provide, at this stage, only a summary document to local stakeholders and to seek text modifications with Historic and Natural England to the main document while awaiting further development of external grant applications before consultation on the PMP with other stakeholders. **This option is not recommended.**

## Key Data

21. The City Corporation owns 295ha of Copped Hall as buffer lands acquired in 1992. Of this 130ha is within the 165ha Registered Park and Garden Grade II\* (RPG).
22. The RPG heritage interest dates back to the Tudor period and some of this heritage is of exceptional significance.
23. The RPG is within multiple ownerships and the City Corporation's owned land is divided between Forest Land, in-house and tenanted Buffer Lands. The in-house land has been managed with the support of UK Government Stewardship schemes between 1993 and 2018.



## Corporate & Strategic Implications

### Strategic implications

24. The PMP and its further development would contribute significantly to City of London Corporate Plan 2018-2023 Outcome 2 *People enjoy good health and well-being*; Outcome 11: *We have clean air, land and water and a thriving and sustainable natural environment* and Outcome 12: *Our spaces are secure, resilient and well maintained* .
25. The aim of the PMP and its recommendations are to support the Open Spaces Department's Vision of enriching people's lives by enhancing and providing access to ecologically diverse open spaces and outstanding heritage assets across London and beyond.

### Financial implications

26. None at this stage. A further report is to follow which will set out options for implementing recommendations from the PMP and seeking external grant funding. Some of the elements of the PMP would also be implemented through the *Carbon Removals* Project funding under Strand 9 of the City Corporation's Climate Action Strategy (CAS).

### Resource implications

27. The consultation work on the PMP over the next year would require Epping Forest officer time to discuss the PMP recommendations with local stakeholders, including Copped Hall Trust and Epping Forest District Council. There would also be significant resources required to develop the recommendations into an external grant proposal. Some of this work has already been completed and will be presented as a separate report to Committee in July. In addition, the new Carbon Removals Project posts will provide the required additional resources for the development of the grant proposals and further external consultations.

### Legal implications

28. None at this stage. This report covers only the distribution of and consultation about the PMP document.

### Risk implications

29. None at this stage as no direct works are proposed in this report.

### Equalities implications

30. None.

### Climate implications

31. None as part of this report. The future action plan for implementation of the recommendations of the PMP will be of fundamental importance to the

achievement of the Carbon Removals contribution to the City Corporation's CAS targets.

Security implications

32. None.

## **Conclusion**

33. The PMP has shown that the heritage landscape of Copped Hall landscape, within the ownership of the City of London Corporation, is of national significance with some exceptional features spanning several centuries of parkland development. The PMP recommends heritage and ecological restoration go hand-in-hand, with wood-pasture and parkland a key to the future management of the habitats and landscape. Of the heritage features the Tudor Square Pond is the most significant and requires careful restoration. Dialogue with key neighbours, including the Copped Hall Trust is encouraged and more work to sensitively integrate access and interpretation is required.

## **Appendices**

- **Appendix 1:** Summary of Copped Hall PMP highlights
- **Appendix 2:** Map of Copped Hall heritage boundaries and land use

## **Background Papers**

- *Copped Hall Conservation Statement* (Final Report). Historic Environment Associates March 2015

### **Dr Jeremy Dagley**

Head of Conservation – Epping Forest

Telephone: 020 8532 1010

E-mail: [jeremy.dagley@cityoflondon.gov.uk](mailto:jeremy.dagley@cityoflondon.gov.uk)

## APPENDIX 1 for Copped Hall PMP report SEF 22/21

### An INTRODUCTION & SUMMARY NOTES for COPPED HALL PARKLAND MANAGEMENT PLAN (PMP) (Dec 2018 – 8 sections)

#### Purpose of the PMP

This is summarised on page 10 of the PMP. The report was commissioned by the City of London Corporation and supported by Historic England and Natural England through an 80% PA2 Stewardship grant. The purpose was to evaluate all physical and documentary evidence to set the importance of the site in context and to provide a framework for management recommendations to protect the heritage features and to inform a parkland restoration, with the aim of seeking funding for such a restoration, with Historic England and Natural England support, from Stewardship or successor grants.

#### Ownership and the Registered Park and Garden boundaries

The land owned by the City Corporation covers the majority of the nationally-important Registered Park & Garden Grade II\* (130ha of the 165ha total). Importantly, the City Corporation owns the majority of the original parkland boundaries, as their extent fluctuated over the centuries from Tudor times to the 20<sup>th</sup> Century.

However, it is significant issue that land within the RPG is within multiple ownerships and establishing good working relationships with The Copped Hall Trust, which was consulted during the PMP, and with local residents within Copped Hall is important for the protection of the integrity of the site.

#### Heritage

The PMP itself provides an **Executive Summary** at pages 5 to 7. This includes the following important summary of the heritage significance of the site:

*“Copped Hall park and gardens are recorded as Grade II\* on the Historic England Register of Parks and Gardens of Special Historic Interest for England. The national significance is recognised by Historic England’s designation as Grade II\* on its Register of Parks and Gardens (one of 38 registered sites in Essex, and 1610 registered sites nationwide – approximately 30% of all sites are Grade II\*). Comparison with other estates regionally and nationally concludes that it was of a high status and contains a relatively rare package of relict features.*

*Copped Hall is a multi-period site originating on the medieval and Tudor period, with connections both to Waltham Abbey and to royal and aristocratic owners. Archival material survives for some of the Tudor and Stuart period within the Sackville manuscripts (covering the ownership of both the Earl of Middlesex and Sackvilles) and considerable archaeological evidence for this period remains including the very substantial earthworks relating to the large-scale water features, also an earthwork mound to the south-west, and the park pale. These have been identified by the PMP of being a particular significance and rarity and are highlighted as areas for further research and protection. This period also influenced the subsequent layouts and design. The earliest veteran trees within the study area may date to this period”.*

The heritage interest of the site, however, spans several periods since then before the Hall fell into neglect after 1917. For example, a serpentine canal was built in 1839 through the earlier Tudor Square Pond in Rookery Wood, while the ha-ha is first mentioned in 1895. The importance of the Tudor Square Pond is summarised on page 147 of “exceptional significance”. The pill-boxes from WW2 are also considered significant and details of preserving these are given on page 186.

Reunifying land within the RPG area is given high priority by the PMP – with a plea to at a minimum bring Kennel Field (currently straddling the RPG boundary as arable) out of tenancy and arable land and into the wood-pasture and parkland area.

The PMP considers that the park reached its zenith around the 1890s at the time of the second edition OS map of the area.

### **Significance of the heritage**

**The significance of the site is summarised on pages 146 and 147 of the PMP, with it summarised thus:**

***“12.4 An assessment of the significance of the site in relation to its contribution to landscape history design, both in the UK and, if appropriate, abroad. (Brief B2 iii)***

***Copped Hall Park is Grade II\* on the register of Parks and Gardens of Special Historic Interest it is therefore assessed as of Exceptional Significance”.***

### **Timeline**

A timeline of historic events connected to the Hall and its park, including its changing boundaries, is provided in the PMP between pages 18 – 34. The park is at its greatest extent to the east in Tudor times – at 1590. Much of this land lies outside the RPG but is protected by City Corporation ownership.

There are key phases in the history of the park:

- Phase 1 Pre-Medieval (page 81)
- Phase 2 1100-1500 (pages 82 – 85)
- Phase 3: 1550-1650 (pages 86 - 100)
- Phase 4: 1645-1745 (pages 101 – 108)
- Phase 5: 1745-1869 (pages 108 – 126)
- Phase 6: 1869-1917 (pages 127 – 131)
- Phase 7 1917-1986 (pages 132 – 134)

### **Ecological issues and wood-pasture & parkland restoration**

The Park is of considerable nature conservation and wildlife importance. There are a five ancient Oak boundary trees on the site – which may date back to the earlier park boundaries. Given the closeness to Epping Forest, the presence of ancient and veteran trees and the known importance of nearby Warlies Park for saproxylic (decaying wood) invertebrates, Copped Hall is likely to be important for these species although a survey could not be completed as originally planned in the PMP.

The whole Copped Hall area owned by the City Corporation (compartments 54 and 55) supports red and amber listed bird species like Skylark, Cuckoo, Kestrel and Yellowhammer and also protected species (Schedule 1) like Red Kite -proved breeding on site and Hobby and Goshawk, probable breeding on or adjacent to the site. The area also supports the declining Brown hare and the Cobbins Brook has in the past supported Water Vole. All these species are vulnerable to disturbance. Grazing is of key importance to the landscape conservation as well as the ecological restoration of the wood-pasture and parkland.

The PMP proposes (pages 226 -228) a planting plan, proposing the use of the wood-pasture creation option under the Stewardship grant to help achieve the restoration. The PMP suggest more formality within the bounds of the RPG (see page 199) but a rougher wood-pasture character elsewhere and a high density of trees.

### **Access and interpretation**

The focus and brief for the PMP was to understand its heritage significance and propose recommendations for its conservation. Access was considered in less detail particularly in the light of the multiple ownership of the central area of the site. The issue of car parking and the need to work alongside the Copped Hall Trust was highlighted (page 202). Recommendations were made to explore the Option AC1 Stewardship grant funding for both car parking and interpretation installations. The PMP summarise the need for further access considerations thus:

*“It is suggested that a consultancy specialising in access provision and the historic environment may be able to facilitate discussion both internally for CoLC and with external stakeholders and then advise on suitable options arising from this. Future charging for parking may be an option for funding the associated infra structure required”.*

### **Principles of Restoration**

Principles are outlined for five key areas:

- Broad Spectrum principles (pages 191 - 192)
- Historic Parkland management (p, 192)
- Modern land management/biodiversity focus (p.192 – 193)
- Archaeological Features (page 193)
- Archives (page 193)

### **A Vision for the site**

This is discussed on pages 189 and 190 of the PMP. It emphasises that in the view of the authors it would be inappropriate to try to establish or impose one single period of heritage restoration on the landscape. It also makes clear that the biodiversity importance of Copped Hall should be strong focus and guiding factor in the restoration and development of the Park.

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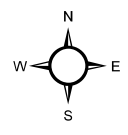
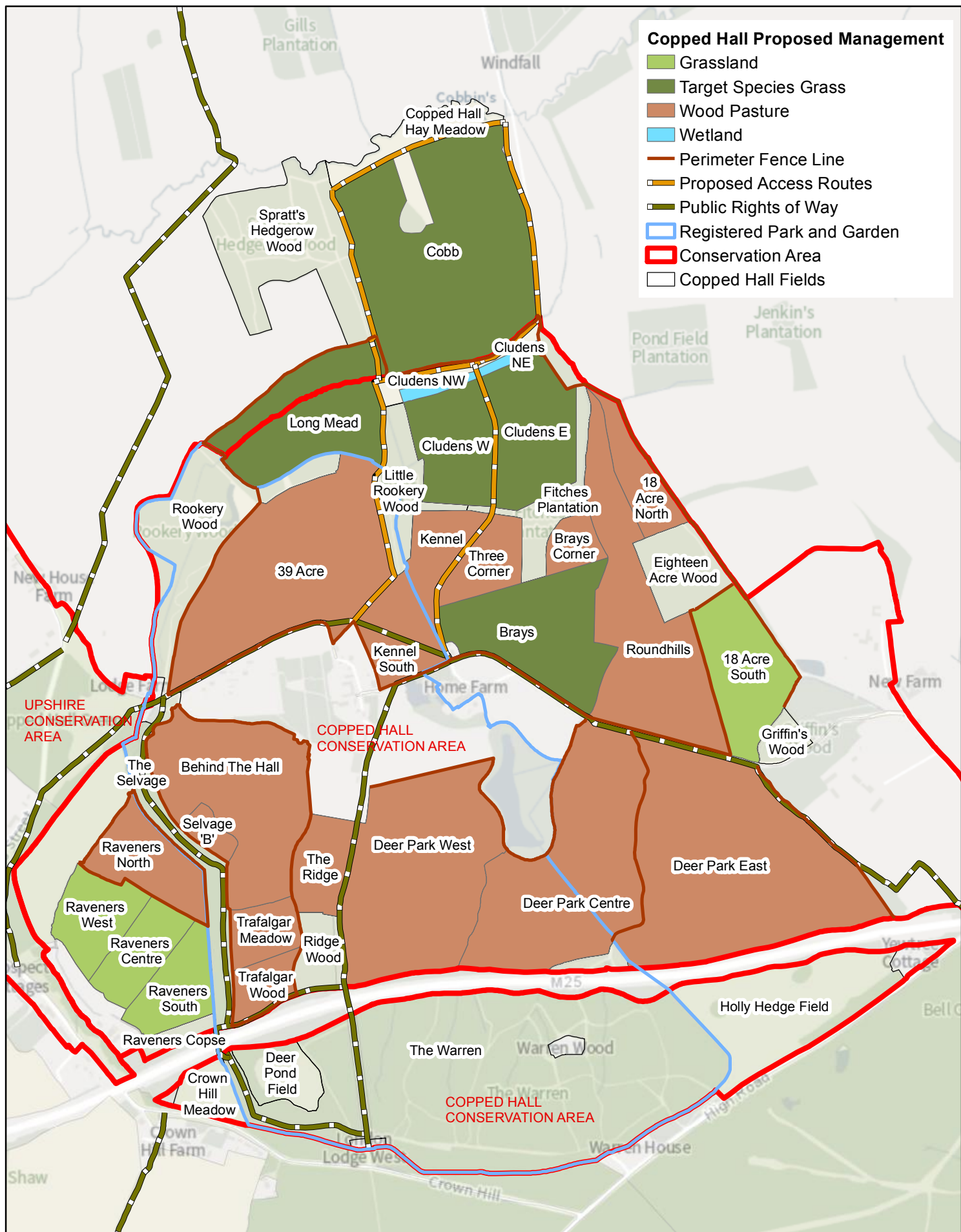
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- Registered Park and Garden
- Conservation Area
- Copped Hall historic boundaries**
- conjectural park boundary 1590
- 1751: Eyre map all boundaries
- 1634 eastern park boundary
- Public Rights of Way
- Copped Hall Fields
- Copped Hall Fields Management**
- Arable
- Grassland
- Conservation Headlands
- Forest Land
- Buffer Land

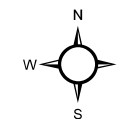
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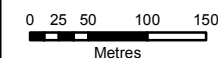


# **Copped Hall Tree Establishment Proposals (Indicative Only)**

- Individual Tree Planting
- Registered Park and Garden boundary
- Open grassland for Skylark
- Nature colonisation and tree planting
- Natural colonisation only
- Buffer Land

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04 May 2021

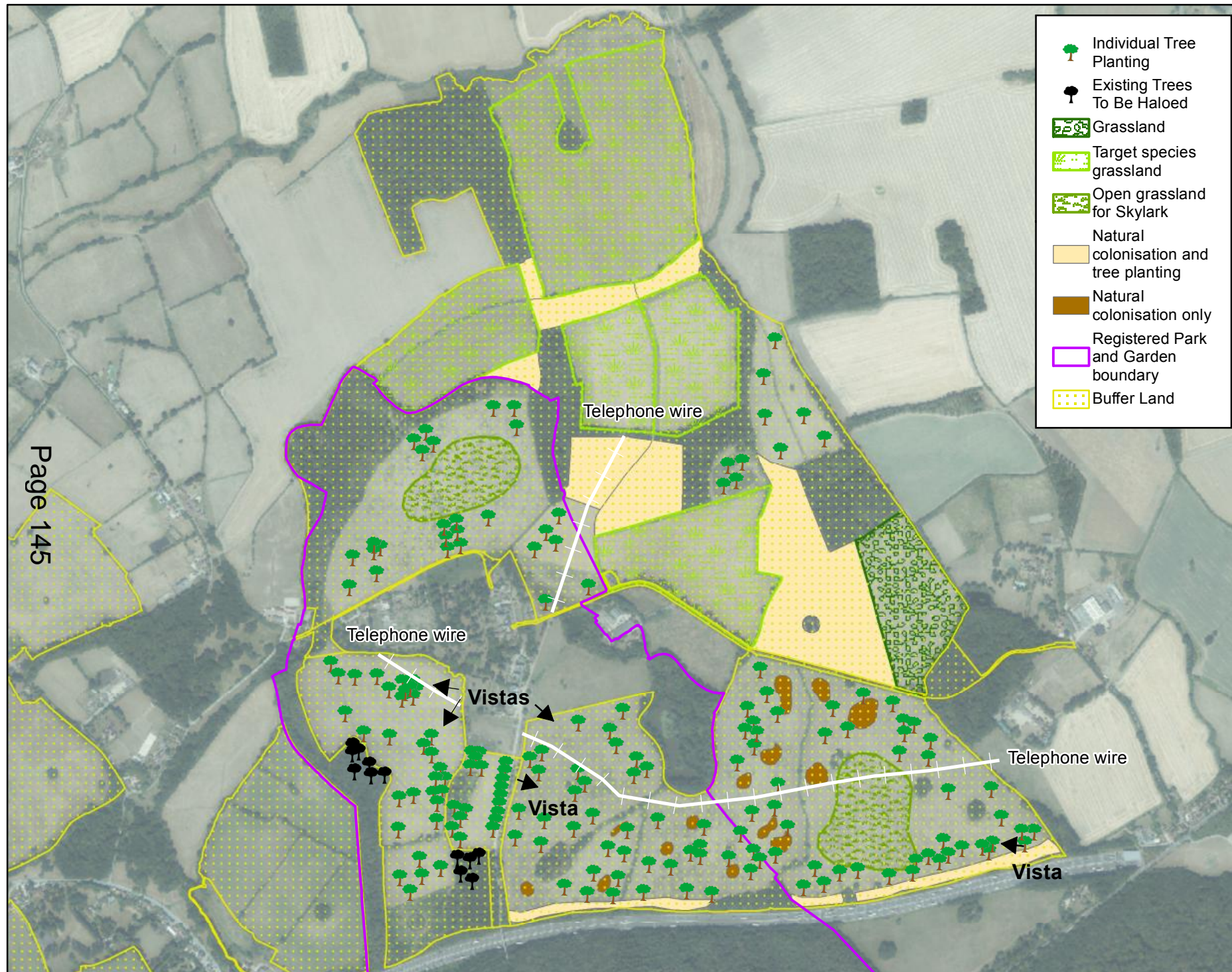











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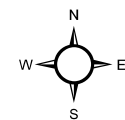




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-  Individual Tree Planting
-  Existing Trees To Be Haloed
-  Grassland
-  Target species grassland
-  Open grassland for Skylark
-  Natural colonisation and tree planting
-  Natural colonisation only
-  Registered Park and Garden boundary
-  Buffer Land

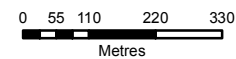


## APPENDIX 6

### Copped Hall Tree Establishment Proposals II (Indicative Only)

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GIS Officer

Date Created:  
27 May 2021



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**APPENDIX 7:**  
**Projected income & expenditure by financial year**

	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34	Total
Potential <b>Income</b> (not incl external grants other than CSS*)	£79,880	£176,659	£195,444	£124,453	£135,946	£83,640	£81,925***	£81,925	£81,925	£81,925	£81,925	£1,196,989
<b>Expenditure</b>	£71,220	£181,582	£208,233	£116,480	£108,236	£51,965	£49,967	£51,041	£52,741	£52,118	£53,213	£996,796
<b>Net</b>	£8,660	-£4,923**	-£12,788	£7,973	£27,710	£31,675	£31,958	£30,884	£29,184	£29,807	£28,712	£200,193

\*CSS – is Countryside Stewardship Scheme. This income row does not include potential income generation from other sources i.e private funding for individual trees, grants for specific works (ponds and wetlands).

\*\*Note: for the 2024-25 net expenditure, this may be able to be made up from the Copped Hall or Buffer Land Local Risk budgets (as they are set at present) or some of the work under CAS may be completed earlier in 2023-24 thus reducing net expenditure..

Does not include heritage or access items in the grant-aided income that may be available under CSS. These may be eligible for up to 100% funding through CSS

The higher income from CSS in 2024-25 and 2025-26 would be from additional income for one off capital works in these two years along side annual revenue income that lasts for some grant options for 5 or 10 years, hence the slight decrease in income at 2029-30\*\*\* at year 6 when the 5-year options finish (these may be replaced by other options).

Does not include existing BPS income and expenditure on the grasslands already under our management (outside the tenanted land) because this feeds into the existing budget for existing Copped Hall management costs

2028 – BPS scheme has terminated; may be replaced by other agri-environemnt income through ELMs (Environmental Land Management Scheme)

Proposed CAS Funded Elements	Proposed CSS Funded Elements
Reversions of arable areas to grass	Fencing and access measures
Baling of hay on converted grass	Water infrastructure for grazing
Trees, tree protection, watering and associated costs	Heritage works
	10-year wood-pasture creation options

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<b>Committee(s):</b>  Epping Forest Consultative Committee – for consultation  Epping Forest Commons Committee – for decision	<b>Dated:</b>  16.06.2021  12.07.2021
<b>Subject:</b> Wanstead Park Permissive Cycling Extension (SEF 28/21)	<b>Public</b>
<b>Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly?</b>	1,2,3,4, 9 and 11.
<b>Does this proposal require extra revenue and/or capital spending?</b>	<b>N</b>
<b>If so, how much?</b>	<b>£</b>
<b>What is the source of Funding?</b>	
<b>Has this Funding Source been agreed with the Chamberlain's Department?</b>	<b>Y/N</b>
<b>Report of:</b> Director of Open Spaces	<b>For Consultation</b>
<b>Report author:</b> Sarah Reid, Community Engagement Officer (Lakes and Ponds), Epping Forest.	

## Summary

This report provides feedback from the public consultation exercise for cycling in Wanstead Park recommended as an action in the Cycling Strategy which was agreed at your committees on 8 March.

The 1,004 responses from public consultation exercise held between 16 April 2021 – 10 May 2021 are presented in this report.

The Committee are asked to agree to permit cycling on all main paths across the whole of Wanstead Park. This is in accordance with and subject to the proposed restrictions and requirements in Option 3.

## Recommendation(s)

Consultative Committee Members are asked to:

- i. Note the consultation exercise results, and
- ii. Offer any comment on the proposal for consideration at the Epping Forest and Commons Committee.

## **Main Report**

### **Background**

1. This report follows up on the approval of the Epping Forest Cycling Strategy at the EF&CC meeting on 8 March 2021. The decision was made to review cycling in Wanstead Park. The specific action was to:
2. Undertake a review of the current restrictions in the Park with an aim to allow permissive cycling throughout Wanstead Park on surfaced paths, particularly the circular route supported by the local stakeholder group. Park users will be consulted as part of the process to ensure local feedback on any proposals.
3. An online public consultation was launched on 16 April 2021 and closed on 10 May 2021. One thousand and four people responded.

### **Current Position**

4. Wanstead Park is covered by two sets of byelaws. The “enclosed”<sup>1</sup> part of Wanstead Park (the eastern side) is covered by Wanstead Park byelaws. The unenclosed part (the western side) is covered by Epping Forest byelaws.
5. In respect of the eastern side of Wanstead Park, Byelaw 4 of the Wanstead Park Additional Byelaws 1950 is applicable. This prohibits cycles and scooters being ridden other than cycle riding on parts of the Park set apart for that purpose and indicated to that effect in the Park.
6. In respect of the western side of Wanstead Park, there is nothing in the Epping Forest Byelaws which prohibits vehicles (although access to specified areas can be prohibited). Bye law 3(10) of the Epping Forest Bye laws prohibits use of a bicycle or other vehicle to the danger, annoyance or inconvenience of the public.
7. A dedicated cycle path was installed in 2010 by London Borough of Redbridge who continue to maintain it. It runs from Warren Road (north) down to the Northumberland Avenue/Park Road junction, passing between Shoulder of Mutton and Heronry Ponds.
8. There is one permissive cycle route, connecting the above path to Wanstead Park Avenue passing between Heronry Pond and Perch Pond. The map in Appendix 1 shows the different byelaw areas and the two cycle routes.
9. The different rules in different parts of the Park have made it confusing for users to know where cycling is permitted and where it’s not. This has also made it difficult to enforce the current rules.

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<sup>1</sup> Formerly enclosed at the time the byelaw was made and described as the “enclosed” part of the Park in the Byelaw, but the enclosure arrangements have since changed. The eastern side as shown on the Map equates to the formerly enclosed area

## Pandemic Visitor Numbers

10. Since the coronavirus pandemic visitor numbers to Epping Forest have increased dramatically. Recent snapshot surveys have put Forest visits increasing by 350%
11. Cycling across the Forest has increased significantly, rising from 10% of visits in 2014 (equating to 400,000 visits per annum) to 12%-18% of visits in 2020.

## Consultation Exercise

### Public Consultation

12. Notices were put up around Wanstead Park publicising the cycling consultation. Local ward councillors (LB Redbridge, LB Waltham Forest and LB Newham) were emailed with details and asked to share with their networks. Local interest cycling groups were contacted. The Epping Forest Consultative and Epping Forest & Commons Committee were notified of the consultation. The Friends of Wanstead Parklands contacted their members and put-up notices.
13. The online public consultation exercise was launched Friday 16 April and closed Monday 10 May.

### Stakeholders

14. Wanstead Park Liaison Group stakeholders were consulted on the proposals prior to launching the public consultation. The Friends of Wanstead Parklands discussed the proposal at their committee meeting.
15. Councillor Paul Donovan (LB Redbridge) responded fully supporting to extend permissive cycling.

## Options

16. We consulted on **three** options for cycling in Wanstead Park:
17. **Option 1: Do nothing:** Leave the situation with cycling as it is, with cycling permitted in the Epping Forest part of Wanstead Park, but not permitted in the eastern area covered by Wanstead Park byelaws. The designated cycle route (marked blue on the Appendix 1 byelaw map) will remain.

The implications for this option will be continued confusion on where you can and can't cycle in the Park which results in user conflict. This option does not address the issue of the continued growth of cycling in Wanstead Park despite the byelaw.

**This option is not recommended.**

18. **Option 2: Stop cycling** – ban it in the park altogether (except for the Warren Road to Northumberland Road permanent route (blue route on Appendix 1). The permissive route would be withdrawn (orange route on Appendix 1).

This option will mean that a certain amount of confusion would continue because there is still a route that you can cycle through the Park on Warren Road to Northumberland Avenue/Park Road junction.

19. There would also be a significant implication for the western part of the Park (blue shaded on the Appendix 1 map) covered by Epping Forest Act 1878 legislation. It would mean preventing cycling in a section of Epping Forest, contrary to most of the rest of the Forest.

**This option is not recommended.**

20. **Option 3: Allow cycling on paths throughout the whole park** (both western Epping Forest land and eastern Wanstead Park bye law area). This will only apply to pedal cycles (including Electrically Assisted Pedal Cycles “EAPC”).<sup>2</sup> It is also proposed that, in respect of the eastern side of Wanstead Park, cycles are only permitted subject also to riders not causing danger, injury, annoyance or inconvenience to the public. This will mean that cycles not conforming to this requirement are not permitted and any offending rider proved to be causing danger, injury, annoyance or inconvenience would be in breach of Bye law 4 of the Wanstead Park Additional Bye Law 1950. It will also make the requirements and restrictions more consistent with those applicable in the western side of Wanstead Park by virtue of Epping Forest Bye law 3(10) (see paragraph 6 above).

21. Confusion will be clarified as there will be one consistent rule covering the whole of Wanstead Park; that permissive cycling is allowed subject further to no danger, injury, annoyance or inconvenience being caused to the public by the rider.

22. Cyclists will be required to adhere to the code of conduct with priority given to pedestrians. Although the code of conduct will be advisory rather than legally enforceable in itself, it will clarify expectations regarding cyclist behaviour and what is regarded as causing annoyance or inconvenience to other Park users. As such it could assist in enforcing non-compliance with the Bye laws. User conflict should be reduced.

**This option is recommended.**

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<sup>2</sup> As defined by the Traffic Signs Regulations and General Directions 2016 as amended AEPC's are limited to 15.5 mph

## Proposals

23. We are seeking approval from the Committee to approve changes to allow permissive cycling on main paths across the whole of Wanstead Park as set out under “Option 3” above. This will bring one consistent rule across the whole Park.

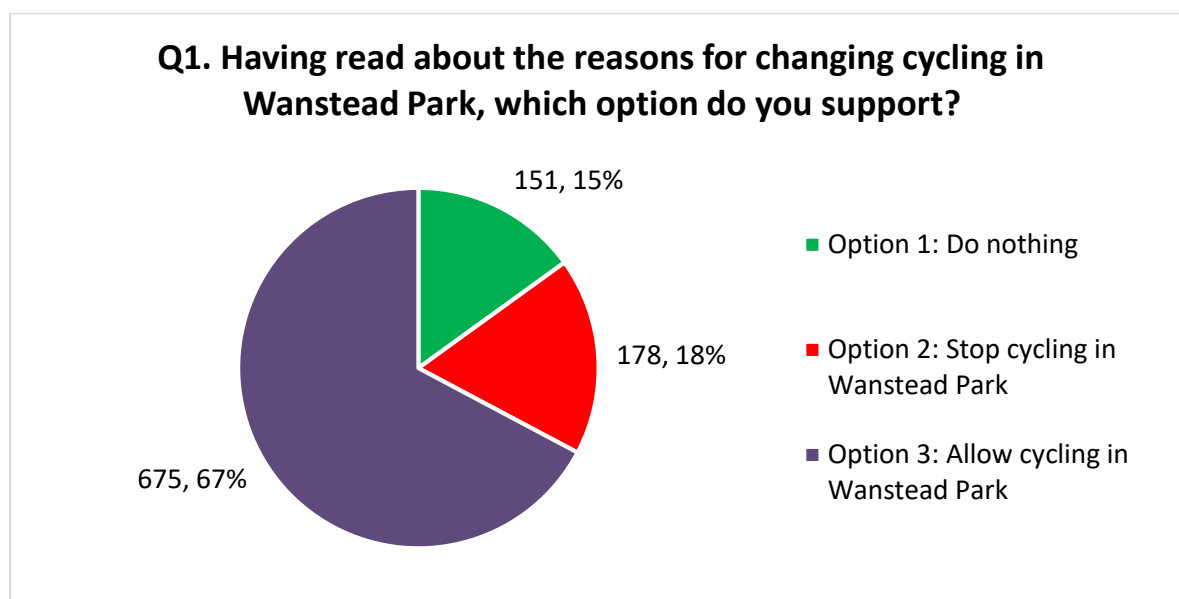
24. Initial results from the public consultation have indicated that the majority at 67% support the option to allow cycling on paths in the whole of Wanstead Park.

## Key Data

25. The survey questionnaire was published with a Frequently Asked Questions document – attached at appendix 2. The survey questionnaire is attached at appendix 3.

26. The Options question results are:

- 15% (151) respondents supported - Do nothing;
- 18% (178) respondents supported - Stop cycling;
- 67% (675) respondents supported – Allow cycling on paths throughout the whole park.



## Additional Feedback

27. An open question was also included in the questionnaire, asking if respondents had any further comments about cycling. From the 1,004 responses, 648 people (64.5%) completed the ‘further comments’ section.

28. Of the 648 comments made, many respondents made several

points in their individual response. The figures which follow are presented as a percentage of the overall number of points made of which there were 1,142. These responses were grouped into themes and are summarised below.

29. Path issues, this category grouped many points regarding paths. Of the 1142 points made, over 10% (121) related to paths which was the highest amount of responses for one category. These ranged from the condition of the paths, from increase in erosion caused during the pandemic, and widening of paths. A lot of comments thought poor path conditions has been caused by, or made worse by cycling.

There was concern that paths are too narrow for shared use to allow cycling and walking to happen safely, with some suggestions to widen paths. Blind spots and lack of sightlines particularly near to the Ornamental Waters was raised as an issue. Paths having an unsuitable surface for cycling and causing punctures. Concern that smaller woodland paths would be used for cycling.

The proposal to extend permissive cycling across the whole Park will be on main paths, which should address some concerns about using narrower paths or smaller woodland paths. The Cycling Code of Conduct will be promoted before the extension is implemented.

30. Ecological damage or disturbance to wildlife - 3% (38) points related to concern about damage to the landscape and disturbance to wildlife, with some citing the listed historic landscape. Several comments related to Chalet Woods and blue bell season.

By allowing cycling on main paths only and restricting access to smaller woodland paths it is hoped that any damage to habitat will be minimised. Under the Epping Forest Cycling Management Strategy, we will have the ability to restrict cycling to specific areas if damage is occurring.

31. Over 7% (89 points) related to concern that extending permissive cycling would be dangerous and lead to an increased risk of collisions or near misses.

32. Just over 75 (80 points) wanted to keep the park as a quiet space for walking or experiencing nature, particularly around ornamental water.

In relation to the two points above, promotion of the Cycling Code will encourage courteous behaviour between different park users and mitigate these possible conflicts. The communications plan will tackle that not all park users are steady on their feet, or can hear well, so cyclists need to be mindful of these less visible impairments.

33. Over 7% (84 points) were made that it is a safe environment for children to cycle in. Several comments welcomed the proposals which allow safe routes for children traveling to and from school by bike, allowing them to avoid busy and polluted roads, or avoiding the use of cars for school journeys.

34. Cyclist poor behaviour was cited as an issue or not considerate enough of other users with over 6% (77 points). To counter this, over 2% (30 points) made that most cyclists behave well.

35. Related to the above is concern about cycling at speed with over 7% (88 points) being made. There were requests to be able to restrict and set a speed limit in the park. Questions regarding if e-bikes and scooters would be allowed.

The recently approved Epping Forest Cycle Management Strategy states that bicycle racing of any kind is not permitted in the Forest as it contravenes the Epping Forest byelaws. De-restricted e-bikes or speed pedalecs are not permitted. The legal limit for e-bikes is 15.5 miles per hour.

36. Over 2% (29 points) requested more bike racks around the park, many saying if there were it would encourage more people to cycle rather than drive to the park. Also, if they could lock up their bikes, they are more likely to walk around the park.

We will look to fund raise with local partners and interest groups to install additional bike storage racks.

37. Over 2% (28 points) made where that the current situation is confusing. Over 1% (14 points) made were that the respondent didn't know cycling was not allowed in parts.

38. Better signage for rule clarity was a common point made, with over 8% comments (95 points), believing this would help resolve the confusion and reduce user conflict.

39. Some comments related to lack of enforcement and the need to better enforce the rules, with over 4% (52 points) made. Mainly having a greater staff presence on site.

40. Over 3% (42 points) made related to providing cycle paths as routes through the park or variations on the three options proposed.

By promoting the Cycling Code of Conduct and extending permissive cycling to main paths in the park it is hoped that this will reduce confusion and user conflict by having one consistent rule across the whole Park.

41. The Friends of Wanstead Parklands committee had some support unconditionally for Option 3 (to allow cycling). Other members had suggested allowing cycling on more paths than currently, but not the whole park, keeping some areas bike free.

42. Specific concerns raised with allowing cycling (option 3) in a listed landscape and the impact on path condition when maintenance budgets are stretched. How sensitive areas would be protected, such as Chalet Woods and the blue bells. And how cyclists would be directed to other paths in the park.



43. Generally, the Friends Group support the option to extend permissive cycling. Raising concerns that if it is reliant on cyclists following the Code of conduct, how will this be communicated through signage, monitored, and enforced. The Group suggest introducing it on a trial basis with a review on the impact.
44. Councillor Paul Donovan – fully supports the proposal to extend permissive cycling, but raised concern about path condition, and the impact with possible increased cycling. He suggests some path areas may need widening, and some works to improve the surface and drainage of paths.

## **Evaluation**

45. The City is required to keep Epping Forest for the recreation and enjoyment of the public and to preserve the natural aspect of the Forest as far as possible (S.7 Epping Forest Act 1878).
46. An initial evaluation has considered that main paths are sufficient to meet the anticipated visitor numbers without any adverse impact on the recreation and enjoyment of the forest. This will be reviewed 18 months after the implementation and re-evaluated with results presented to committee.

## **Corporate & Strategic Implications**

### **Strategic implications**

47. The proposal aligns with the Corporate Plan 2018 – 2023. It contributes to a flourishing society, and outcome number 1 - People are safe and feel safe, and number 2. People enjoy good health and wellbeing.
48. It aligns with Shape outstanding environments, and outcome number 11. We have clean air, land and water and a thriving and sustainable natural environment. Objective 12 – Our spaces are secure, resilient, and well maintained.
49. It aligns with the Open Spaces Business Departmental Business Plan – A. Open spaces and historic sites are thriving and accessible through the outcome, London has clean air and mitigates flood risk and climate change.
50. Top line objective B Spaces enrich people's lives through the outcomes, people enjoying good health and wellbeing; people feel welcome and included and People discover, learn and develop,
51. Epping Forest Strategy (2020 – 2030) – 'London' Greatest Forest' Strategic Objectives 1 and 3; 'A welcoming Destination for All' and 'An inspiring place for people's health, recreation and enjoyment.'
52. The scheme fits with the Wanstead Parklands Plan to improve access to the Park site.

53. Epping Forest Cycling Management Strategy vision, is that Epping Forest is 'A welcoming green space for recreational cyclists of all ages to explore and enjoy responsibly.'

### **Financial and resource implications**

54. The proposals can be met within existing local risk budgets. However, longer-term, the issue of funding provision in the Park, to help alleviate pressure on the parts of Epping Forest lying within the Special Area of Conservation (EFSAC), will be raised with Natural England and the local authority partnership that forms the EFSAC Mitigation Oversight Group.
55. Additional cycle storage facilities may be required. If there is a demand, then we will work with local interest groups to fund raise, as well as bringing this issue of the uplift in recreational facilities at the Park to the attention of the EFSAC Mitigation Oversight Group (as outlined above). The installation can be met from in-house resources.

### **Legal implications**

These are included in the body of the report

### **Risk implications**

56. If permissive cycling is extended across the whole of the Park, there is the possibility of an increased risk in user collisions. This will be mitigated by the prohibition on cyclists causing danger, injury, annoyance or inconvenience and by publicising the Cycling Code of Conduct and that pedestrians have priority on these shared use paths.
57. If cycling is extended, there is a risk that cyclists may go 'off road' and cycle through the Historic Grade II\* listed landscape, causing damage to the heritage assets of Wanstead Park. This will not be permitted, as cycling will only be allowed on main paths, reflecting most of the cycling that currently occurs. Protection of heritage assets is a priority, and we will monitor the impact of changes for any signs of erosion or damage to non-path areas. This is in line with the Cycling Management Strategy. We can restrict access to areas if parts of the Park are suffering damage due to cycling.
58. Historic England and London Borough of Redbridge will be consulted on the plans to extend cycling once committee have agreed plans under their responsibility for the Grade II\* listed Historic Park and Garden and the Wanstead Park Conservation Area respectively.

### **Equalities implications**

59. A Test of Relevance (Appendix 5) screening exercise of the equality

impact of this decision has been undertaken by Epping Forest. Specific comments from respondents have been included in this, showing where people feel they would suffer negative impact from the changes.

60. It is acknowledged that adverse impacts would include greater risk of conflict or collision with inconsiderate, speeding or insufficiently aware cyclists or scooter users, and reduced pedestrian comfort if cycle and scooter users reduce space available for pedestrians below acceptable comfort levels.
61. The impacts are likely to disproportionately affect people with protected characteristics including those with more restricted mobility, those with visual or hearing impairments who may be less aware of cyclists or scooter users, and those using buggies or wheelchairs. It is believed these impacts can be mitigated by promotion of the Cycling Code of Conduct.
62. The majority of comments saw this as positive regarding mobility needs, as bicycles are used as mobility aids. The impact on children having a safe space to cycle was also seen as beneficial. It is considered that the mitigation measure will reduce adverse impacts but not remove them. To the extent that there are remaining adverse impacts, these are considered to be outweighed by the public benefits of allowing cycle use as recommended, including the benefits to people with protected characteristics. This includes increased cycle opportunities within Wanstead Park as a means of enjoying the Park, including for people able to use cycles or scooters but who may have difficulty walking, and for children who may otherwise have limited opportunities to cycle safely under supervision.

### **Climate implications**

63. By extending permissive cycling in Wanstead Park, we are improving links with the surrounding areas. In addition, we are providing a safe space away from traffic for people learning to cycle. This in turn gives users more choice in how to travel to the Park. Changes to more active transport and non-vehicular access to the Park, should have a positive impact on carbon emissions and air quality.

### **Security implications**

64. None.

### **Conclusion**

65. From the results of the public consultation there is a clear majority (67%) in favour of extending permissive cycling across the whole park.
66. There were concerns about cyclists not following the code of conduct, and cycling too fast, or not giving way to pedestrians. This can be addressed through publicising the Code of Conduct.

67. The initial evaluation considers the paths to be sufficient to meet anticipated visitor and cyclist numbers without any adverse impact on the recreation and enjoyment of the Forest. This will be reviewed 18 months after implementation, to analyse any impact and address any issues. The findings of the review will be presented to committee.

## **Appendices**

- Appendix 1 – Map 1 Wanstead Park Byelaw Areas and cycle routes
- Appendix 2 – Frequently Asked Questions document.
- Appendix 3 – Consultation questionnaire Wanstead Park Cycling
- Appendix 4 – Test of relevance
- Appendix 5 – Cycling Code of Conduct

## **Background Papers**

### **Epping Forest and Commons Committee**

68. The Commons Committee considered the Epping Forest Cycling Strategy at their meeting of the 8 March 2021.

### **Sarah Reid**

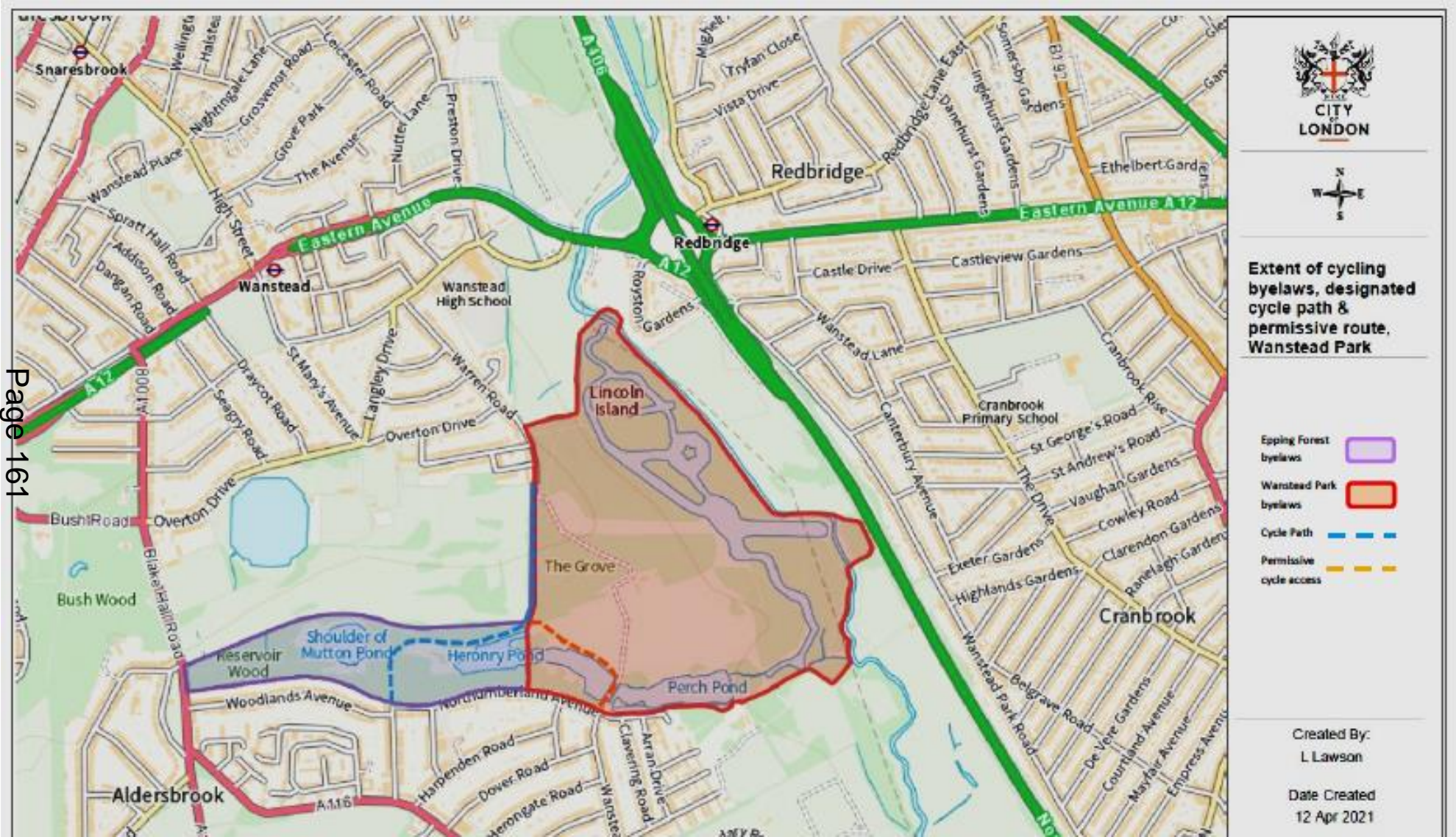
Community Engagement Officer (Lakes and Ponds) / Open Spaces Department

T: 07871 981 568

E: [sarah.reid@cityoflondon.gov.uk](mailto:sarah.reid@cityoflondon.gov.uk)

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Annex 1 – Map of Wanstead Park



Map showing byelaw areas and designated and permissive paths for cycling in Wanstead Park

**Key:**

Western area Epping Forest byelaw area – with purple boundary line shaded blue – Cycling is permitted.

Blue dashed line – designated cycle path running from Warren Road (north) between Shoulder of Mutton Pond and Heronry Pond out to Northumberland Avenue/Park Road junction (south).

Eastern area Wanstead Park byelaw area – with red boundary line, shaded orange – cycling is not permitted in this area except for below.

Orange dashed line – Permissive cycle route linking the above designated cycle path following the desire line to Wanstead Park Avenue.



## **Wanstead Park Online Cycling Consultation**

### **Background**

The Epping Forest and Commons Committee approved the Epping Forest Cycling Management Strategy at its meeting in March 2021. The strategy proposed a review of cycling in Wanstead Park with an aim to increase permissive cycle access.

You can see the cycling management strategy here:

<https://bit.ly/EFCyclingStrategy2021>

Currently there is one designated cycle path through the Park and one permissive route for cyclists. The rest of the Park is subject to a byelaw which prohibits cycling. Feedback from groups has been that this current mix is confusing for Park users.

### **Frequently Asked Questions**

#### **Is cycling allowed in Wanstead Park?**

Cycling became a byelaw offense in Wanstead Park in the 1930's. This was in response to illegal cycle race events which were being organised in the Park and causing upset to other visitors. However, the ban was only applied to the 'enclosed' Park, when daily opening and closing of the Park was the norm. This has resulted in a position where cycling is permitted in the western area of Wanstead Park, but not in the eastern area because different byelaws apply.

There is a designated cycle path running from Warren Road (north) between Shoulder of Mutton Pond and Heronry Pond to Northumberland Avenue / Park Road junction. There is also a permissive cycle route linking the above designated path to Wanstead Park Avenue following an established desire line.

The attached map shows byelaw areas in Wanstead Park and allowed cycle routes **here**. The Park is split in two, with the western area (blue shaded on map) covered by Epping Forest land byelaws. The eastern area (orange shaded on map) is covered by Wanstead Park byelaws. The designated cycle path (blue dashed line) and the permissive cycle path (orange dashed line) are also shown.

#### **Why propose change to cycling in Wanstead Park?**

Over the past year during the pandemic – there has been an increase in the number of people visiting and cycling the Forest. In a survey (2014) it was estimated that as many as 10% of visitors to Epping Forest do so to cycle.

Since the Coronavirus pandemic, the Forest has seen a large increase in visitors. Recent snapshot visitor surveys put the increase of visitors at 350%. These visitors enjoy many different pastimes and cycling, in its various disciplines, is proving increasingly popular, growing from 10% in 2014, it now accounts for 12-18% (2020) of Forest visits.

Local interest groups are keen to see increased cycle access and the Epping Forest Cycling Management Strategy supports a move towards active means of local travel and allowing greater freedom to cycle in the Park would support this.



The current position with the varying different byelaws and cycle routes causes confusion for Park users and can result in user conflict.

### **What are the options?**

These options are:

**Option 1:** Do nothing: Leave the situation with cycling as it is, with cycling permitted in the Epping Forest part of Wanstead Park, but not permitted in the eastern area covered by Wanstead Park byelaws. The designated cycle route will remain.

Implications:

- ✓ Easiest option
- ✓ No byelaw implications
- ✗ Does not provide clarity of use
- ✗ Continued conflict with new visitors, who may then have a poor visitor experience
- ✗ Fails to address existing use, growth of cycling and byelaw violations

**Option 2:** Stop cycling – ban it in the Park altogether (except for the Warren Road to Northumberland Road permanent route. The permissive route would be withdrawn.

Implications:

- ✓ Provides clarity of use, although designated cycle path could still cause confusion for some
- ✓ Removes completely risk of pedestrian/cyclist collisions
- ✗ Restricts some user groups – in particular, family recreational cycling in a safe environment
- ✗ Does not support modal shift towards more sustainable, active travel for local journeys.
- ✗ Legal exclusion of cycling on Forest Land may impact on a wider area

**Option 3:** Allow cycling on paths throughout the whole Park (both western Epping Forest land and eastern Wanstead Park bye law area). This permissive cycling will be on the basis that pedestrians always have priority in Wanstead Park, and cyclist must follow the Epping Forest cycling code of conduct.

Implications:

- ✓ Provides clarity of use
- ✓ Supports modal shift towards more sustainable, active travel for local journeys.
- ✓ Increases access to visit the Park by bicycle
- ✓ Implemented via permission, can easily be revoked
- ✗ May increase user conflict if cycling code of conduct is not observed
- ✗ May impact on ecology or heritage features if permission is abused

### **When might changes be made?**

Subject to the outcome of the public consultation, and Committee approval, we anticipate changes will be implemented by Autumn 2021.

Any changes will be reviewed 18 months after implementation to analyse the impact and any issues.

**Will there be more signage?**

This depends on the outcome of the consultation. If the majority want cycling across all the Park, then this will reduce the need for signage – as there will be one rule for cycling across the whole Park. The cycling code of conduct will also be displayed in the Park.

**Will cycle racks be installed?**

We would like to see more cycle racks installed across the Forest, including Wanstead Park. In the first instance, we will work with local interest groups to raise funding for these but in time revenue from recently approved car Park charges will help to fund this work.

**How will we minimise conflict between cyclists, other Park users and pedestrians?**

We encourage Park and Forest visitors to be courteous and have respect for one another. The Epping Forest Cycling Code of Conduct (view [here](#)) outlines that cyclists must give priority to pedestrians when visiting the Forest.

**How will we ensure that the heritage assets of Wanstead Park are protected?**

Option 3 outlines that permissive cycling in Wanstead Park will be limited to paths only. This reflects most of the cycling which currently occurs. Protection of heritage assets is a priority, and we will monitor the impact of changes for any signs of erosion or damage to non-path areas. In line with the Cycling Management Strategy, we can restrict access to areas in the event that parts of the Park are suffering damage due to cycling.

**What happens when the consultation closes?**

We are running a three-week online consultation exercise with survey questionnaire; this runs from 4.00pm Friday 16 April 2021 – closes at 9.00am Mon 10 May 2021.

The results of the consultation will be presented to the Epping Forest Consultative Committee and following their comments, to Epping Forest and Commons Committee in mid-Summer for a decision.

**Further information**

More information can be found on this page <https://www.cityoflondon.gov.uk/things-to-do/green-spaces/epping-forest/activities-in-epping-forest/cycling-in-epping-forest>

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# Consultation Questionnaire cycling in Wanstead Park

## Background

The Epping Forest and Commons Committee approved the Epping Forest Cycling Management Strategy at its meeting on 8 March 2021. Within the strategy, confusion over cycling restrictions in Wanstead Park was identified as an issue. The strategy proposed a review of the current position with an aim to increase permissive cycle access in the wider Park.

You can see the cycling management strategy here:

[https://democracy.cityoflondon.gov.uk/documents/s141077/SEF%2025-20%20Appendix%20%20-%20Cycling%20Strategy%20Final%20V1%206\\_10\\_2020.pdf](https://democracy.cityoflondon.gov.uk/documents/s141077/SEF%2025-20%20Appendix%20%20-%20Cycling%20Strategy%20Final%20V1%206_10_2020.pdf)

## Park Designations and Byelaws

There are several designations that apply to the Wanstead Park site:

- *Grade II\* on English Heritage's Register of Parks and Gardens of Special Historic Interest in England* - This is a statutory designation of national importance, with Grade II\* being the second highest ranking.
- *Listed Buildings of Special Architectural or Historic Interest* – statutory designations of national importance for The Temple (Grade II) and The Boathouse Grotto (Grade II).
- *Archaeological Priority Zone* designated by London Borough of Redbridge.
- *Wanstead Park Conservation Area* statutory designation by London Borough of Redbridge.

Wanstead Park also has its own byelaws and regulations in addition to the Epping Forest Act. The opening and closing of the park (8am until sunset) is no longer in practice, but as the byelaws were written when this was daily practice, they only pertain to the enclosed area of the park, shown in orange shading on the map.

The western side of Wanstead Park (blue shaded area on map) is covered by Epping Forest land byelaws.

Please see the attached map which outlines the current rules covering Wanstead Park. To view [click here](#).

## History of Cycling in Wanstead Park

Cycling has been prohibited in the enclosed area of Wanstead Park (shown in the red line and orange shaded area on the map) since the mid-20<sup>th</sup> century. At that time, cycle racing within the park presented a management issue with concerns raised for the safety and enjoyment disturbance of other park visitors.

The Wanstead Park Byelaws and Regulations (1903) were amended, with several byelaws added in 1950, including byelaw (4) which outlined that:

*No person shall at any time drive or bring, or cause to be driven or brought, into the Park any vehicle other than an invalid wheeled chair or perambulator. Provided that this byelaw (a) shall not prohibit the wheeling of a bicycle, tricycle or similar machine in any part of the Park not set apart for the purpose of any game and (b) shall not prohibit, subject to the permission of the Superintendent being first obtained, the movement in the Park of any vehicle carrying goods or materials of any kind required in connection with, and for the purposes of, the Park and (c) shall not prohibit the riding of bicycles on those portions of the Park set apart by the Conservators for this purpose and indicated by a notice to that effect exhibited in the Park.*

In 2010, approval was given by Epping Forest and Commons Committee for the London Borough of Redbridge to install a designated cycle path. The path runs from Warren Road (N) to the junction of Northumberland Avenue with Park Avenue (S) and passes between Shoulder of Mutton Pond and Heronry Pond. Although it appears to be 'in the park' it is outside the designated park boundary (running along the

western line) and is thus exempt from the byelaw cycling prohibition. This path provides an active travel route from Aldersbrook to Wanstead, and vice versa. It is maintained by London Borough of Redbridge and will continue to remain.

In 2013, the decision was taken to trial a permissive cycle route (orange dashed line on map) on Park designated land to link the Park entrance opposite Wanstead Park Avenue, nearest the tea hut in the Park, with the cycle path. Signage outlining the 'permissive cycle path, pedestrians have priority' was installed to communicate the route for Park users. The trial period passed without any major issues being raised and use of the route became the norm.

## Cycling Options Consultation

We are consulting on **three** options for cycling in Wanstead Park:

**Option 1:** Do nothing: Leave the situation with cycling as it is, with cycling permitted in the Epping Forest part of Wanstead Park, but not permitted in the eastern area covered by Wanstead Park byelaws. The designated cycle route (marked blue on the map) will remain.

The implications for this option will be continued confusion on where you can and can't cycle in the Park which results in user conflict. This option does not address the issue of the continued growth of cycling in Wanstead Park despite the byelaw.

**Option 2:** Stop cycling – ban it in the park altogether (except for the Warren Road to Northumberland Road permanent route. The permissive route would be withdrawn.

This option will mean that a certain amount confusion would continue because there is still a route that you can cycle through the Park on Warren Road to Northumberland Avenue/Park Road junction.

This option would also have a significant implication for the western part of the Park (blue shaded on the map) covered by Epping Forest Act 1878 legislation. It would mean preventing cycling in a section of Epping Forest, contrary to most of the rest of the Forest.

**Option 3:** Allow cycling on paths throughout the whole park (both western Epping Forest land and eastern Wanstead Park bye law area).

If we proceed with option 3 – the confusion will be clarified as there will be one consistent rule covering the whole of Wanstead Park, that permissive cycling is allowed. Cyclists will be required to adhere to the code of conduct with priority given to pedestrians. User conflict should be reduced.

Option	Implications (positive)	Implications (negative)
Option 1 – do nothing	Easiest to implement - no action required	Does not provide clarity of use
	No byelaw changes required	Continued user conflict with new visitors potentially subject to a poor visitor experience
		Fails to address existing use and byelaw violations
Option 2 – ban cycling	Provides clarity of use	Restricts some user groups - in particular family recreational cycling in a safe environment
	Removes risk of pedestrian/cyclist collisions	Does not support modal shift towards more sustainable, ecologically sound travel for local journeys

		Legal exclusion of cycling on Epping Forest land may impact on wider area
Option 3 – permit cycling	Provides clarity of use	May increase user conflict if cycling code of conduct is not observed.
	Supports modal shift towards more sustainable, ecologically sound travel for local journeys	
	Increases access to visit the park by bicycle	May impact on ecology or heritage features if abused
	Implemented via permission, can easily be revoked at any time	

## Timeline

Three week online public consultation opens 4.00pm Friday 16<sup>th</sup> May 2021

Online consultation closes at 9.00 Mon 10<sup>th</sup> May 2021.

The results will be analysed and taken to the Epping Forest Consultative Committee, and then to the Epping Forest Commons Committee for a decision in mid-Summer. We hope to implement the changes by Autumn 2021.

Any changes will be reviewed 18 months after introduction, to assess how the changes are working.

Please see the frequently asked questions (or FAQs) document for answers to more detailed questions, which you can [view here](#).

## Questionnaire

**Q1. Having read about the reasons for changing cycling in Wanstead Park, which option do you support?**

**Option 1:** Do nothing – keep cycling the same with no changes, keeping cycling in the Epping Forest half of the park, but not allowing it in the Wanstead Park byelaw part. Keeping the Warren Road to Northumberland Avenue/Park Road designated cycle route.

**Option 2:** Stop cycling – ban it in the park except for Warren Road to Northumberland Avenue / Park Road junction route.

**Option 3:** Allow cycling on paths throughout the whole park.

**Q2. Do you have any other comments about cycling in Wanstead Park?**

**Q3. How often do you use Wanstead Park?**

Everyday

2-3 times a week

Monthly

Infrequently

**Q4. How do you get to the park?**

- Walk
- Cycle
- Public Transport
- Private vehicle (including owned vehicle, taxi or private hire vehicle)
- Other

**Q5. What do you do when visiting the park? (please tick all that apply)**

- Walking
- Dog Walking
- Jogging/ Running
- Cycling
- Socialising – meeting friends and family
- Visiting the Tea Hut
- Nature watching/appreciation e.g bluebells
- Visiting heritage areas like the Temple, Grotto or other
- Children's play activities
- Other

**Q6. How long do you spend in the park on an average visit?**

- 0 – 2 hrs
- 2 – 4 hrs
- 4 – 6 hrs
- Over 6 hrs

The next section is about you to help us understand more about the people using or not using Wanstead Park.

We ask these questions because we are keen to see fair representation in the responses to our consultation exercise and to be able to see that our proposals do not adversely impact on any one particular group.

This section is optional, but we would really appreciate it if you have time to fill in the questions, it should only take a minute.

All data stored by us is kept, maintained, and used in compliance with the City of London Data Protect Policy, the General Data Protection Regulation (GDPR) and all other relevant legislation.

**About you**

**Q7. Which age range are you?**

0 -10 years

11 – 20 years

21 – 35 years

36 – 45 years

46 – 55 years

56 – 65 years

66 – 75 years

Over 76 years

**Q8. What is your ethnic group?**

- White
- White – Irish
- White – English, Welsh, Scottish, Northern Irish, British
- White – Scottish
- Irish Traveller
- Roma, Gypsy or Traveller
- Other White background

- Black or Black British – Caribbean
- Black or Black British – African
- Other Black background

- Asian or Asian British – Indian
- Asian or Asian British – Pakistani
- Asian or Asian British – Bangladeshi
- Chinese
- Other Asian background

- Mixed – White and Black Caribbean
- Mixed – White and Black African
- Mixed – White and Asian
- Other mixed background

- Arab
- Other ethnic background (Please state)

- Not known
- Prefer not to say



**Q8. What is your gender?**

- Male
- Female
- Other (Please state)
- Prefer not to say

**Q9. Do you have an impairment, health condition or learning difference that has a substantial or long-term impact on your ability to carry out day to day activities?**

(tick all that apply)

- No known impairment, health condition or learning difference
- A long-standing illness or health condition such as cancer, HIV, diabetes, chronic heart disease, or epilepsy
- A mental health difficulty, such as depression, schizophrenia or anxiety disorder
- A physical impairment or mobility issues, such as difficulty using your arms or using a wheelchair or crutches
- A social/communication impairment such as a speech and language impairment or Asperger's syndrome/other autistic spectrum disorder
- A specific learning difficulty such as dyslexia, dyspraxia or AD(H)D
- Blind or have a visual impairment uncorrected by glasses
- D/deaf or have a hearing impairment
- An impairment, health condition or learning difference that is not listed above (specify if you wish)
- Prefer not to say

**Q10. What are the first three parts of your postcode, for example, E11 1AT, would be E11.**

**Q11. Please enter your email address below if you would like to receive more information from Epping Forest Charity regarding Wanstead Park. Your details will only be used for Wanstead Park communication.**

**Thank you for taking the time to complete this questionnaire.**

# TEST OF RELEVANCE: EQUALITY ANALYSIS (EA)



The screening process of using the Test of Relevance template aims to assist in determining whether a full Equality Analysis (EA) is required. The EA template and guidance plus information on the Equality Act and the Public Sector Equality Duty (PSED) can be found on Colnet at: <http://colnet/Departments/Pages/News/Equality-and-Diversity.aspx>

## Introduction

**The Public Sector Equality Duty (PSED) is set out in the Equality Act 2010 (s.149). This requires public authorities, in the exercise of their functions, to have 'due regard' to the need to:**

- Eliminate discrimination, harassment and victimisation
- Advance equality of opportunity between people who share a protected characteristic and those who do not, and
- Foster good relations between people who share a protected characteristic and those who do not

The characteristics protected by the Equality Act 2010 are:

- Age
- Disability
- Gender reassignment
- Marriage and civil partnership.
- Pregnancy and maternity
- Race
- Religion or belief
- Sex (gender)
- Sexual orientation

What is due regard?	How to demonstrate compliance
<ul style="list-style-type: none"> <li>• It involves considering the aims of the duty in a way that is proportionate to the issue at hand</li> <li>• Ensuring that real consideration is given to the aims and the impact of policies with rigour and with an open mind in such a way that it influences the final decision</li> <li>• Due regard should be given before and during policy formation and when a decision is taken including cross cutting ones as the impact can be cumulative.</li> </ul> <p>The general equality duty does not specify how public authorities should analyse the effect of their business activities on different groups of people. However, case law has established that equality analysis is an important way public authorities can demonstrate that they are meeting the requirements.</p> <p>Even in cases where it is considered that there are no implications of proposed policy and decision making on the PSED it is good practice to record the reasons why and to include these in reports to committees where decisions are being taken.</p> <p>It is also good practice to consider the duty in relation to current policies, services and procedures, even if there is no plan to change them.</p>	<p>Case law has established the following principles apply to the PSED:</p> <ul style="list-style-type: none"> <li>• <b>Knowledge</b> – the need to be aware of the requirements of the Equality Duty with a conscious approach and state of mind.</li> <li>• <b>Sufficient Information</b> – must be made available to the decision maker</li> <li>• <b>Timeliness</b> – the Duty must be complied with before and at the time that a particular policy is under consideration or decision is taken not after it has been taken.</li> <li>• <b>Real consideration</b> – consideration must form an integral part of the decision-making process. It is not a matter of box-ticking; it must be exercised in substance, with rigour and with an open mind in such a way that it influences the final decision.</li> <li>• <b>Sufficient information</b> – the decision maker must consider what information he or she has and what further information may be needed in order to give proper consideration to the Equality Duty</li> <li>• <b>No delegation</b> - public bodies are responsible for ensuring that any third parties which exercise functions on their behalf are capable of complying with the Equality Duty, are required to comply with it, and that they do so in practice. It is a duty that cannot be delegated.</li> </ul>

- **Review** – the duty is continuing applying when a policy is developed and decided upon, but also when it is implemented and reviewed.

**However there is no requirement to:**

- Produce equality analysis or an equality impact assessment
- Indiscriminately collect diversity data where equalities issues are not significant
- Publish lengthy documents to show compliance
- Treat everyone the same. Rather, it requires public bodies to think about people's different needs and how these can be met
- Make services homogeneous or to try to remove or ignore differences between people.

**The key points about demonstrating compliance with the duty are to:**

- Collate sufficient evidence to determine whether changes being considered will have a potential impact on different groups
- Ensure decision makers are aware of the analysis that has been undertaken and what conclusions have been reached on the possible implications
- Keep adequate records of the full decision making process

## Test of Relevance screening

The Test of Relevance screening is a short exercise that involves looking at the overall proposal and deciding if it is relevant to the PSED.

**Note: If the proposal is of a significant nature and it is apparent from the outset that a full equality analysis will be required, then it is not necessary to complete the Test of Relevance screening template and the full equality analysis and be completed.**

The questions in the Test of Relevance Screening Template to help decide if the proposal is equality relevant and whether a detailed equality analysis is required. The key question is whether the proposal is likely to be relevant to any of the protected characteristics.

Quite often, the answer may not be so obvious and service-user or provider information will need to be considered to make a preliminary judgment. For example, in considering licensing arrangements, the location of the premises in question and the demographics of the area could affect whether section 149 considerations come into play.

There is no one size fits all approach but the screening process is designed to help fully consider the circumstances.

## What to do

In general, the following questions all feed into whether an equality analysis is required:

- How many people is the proposal likely to affect?
- How significant is its impact?
- Does it relate to an area where there are known inequalities?

At this initial screening stage, the point is to try to assess obvious negative or positive impact.

On completion of the Test of Relevance screening, officers should:

- Ensure they have fully completed and the Director has signed off the Test of Relevance Screening Template.
- Store the screening template safely so that it can be retrieved if for example, Members request to see it, or there is a freedom of information request or there is a legal challenge.

If a negative/adverse impact has been identified (actual or potential) during completion of the screening tool, a full equality analysis must be undertaken.

If no negative / adverse impacts arising from the proposal it is not necessary to undertake a full equality analysis.

- If the outcome of the Test of Relevance Screening identifies no or minimal impact refer to it in the Implications section of the report and include reference to it in Background Papers when reporting to Committee or other decision making process.

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1. **Proposal / Project Title:** Wanstead Park Extension of Permissive Cycling to the whole site

2. **Brief summary (include main aims, proposed outcomes, recommendations / decisions sought):**

The aim of the project is to address the confusing situation regarding cycling in Wanstead Park. Currently the site is covered by two sets of byelaws – western side permitting cycling (Epping Forest byelaw land), the eastern side not (Wanstead Park byelaw land). There is one designated cycle path and another permissive cycle path.

Due to the range of different rules covering the site, many people visiting are unaware that you can’t cycle in the eastern half of the Park. The current situation causes user conflict, between people that are aware of the rules and those that are not. This situation also makes it difficult for Epping Forest staff to enforce the rules.

The proposal is to extend permissive cycling across the whole site – so there is one consistent rule, that cycling is allowed on paths in Wanstead Park. No new designated cycle paths will be created as part of this proposal. Paths will be ‘shared use’, with no plans to change surface construction of any shared paths. It is hoped that this change will reduce the rare occurrences of user conflict.

Currently in Epping Forest land, cyclists are required to adhere to the Cycling Code of Conduct. This states that pedestrians have priority, use paths considerately and let other users know you are there with a greeting or bell. This will be promoted in Wanstead Park, being displayed prominently if the extension goes ahead.

3. **Considering the equality aims (eliminate unlawful discrimination; advance equality of opportunity; foster good relations), indicate for each protected group whether there may be a positive impact, negative (adverse) impact or no impact arising from the proposal:**

Protected Characteristic (Equality Group) <input type="checkbox"/>	Positive Impact	Negative Impact	No Impact	Briefly explain your answer. Consider evidence, data and any consultation.
Age	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p>There could be a positive impact as more of the Park is able to be used for cycling in a safe environment away from vehicles by younger children, or people just learning to cycle.</p> <p>In total 1,009 people responded to the consultation. Of these, 64.5% (648 people) made further comments. Of the 648 comments, many respondents made several points in their individual response. The figures which follow are presented as a</p>

percentage of the overall number of points made of which there were 1,142. These responses were grouped into themes.

In total over 7% (85 points) made supported the park being a safer place for children to cycle, also saying it would provide a safer route for children traveling to and from school.

It could be viewed that by allowing permissive cycling across the whole park, and ensuring cyclists understand about the cycling code of conduct that there will be clarity on what is acceptable in Wanstead Park – and thereby reducing user conflict, fostering good relations.

Disability	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p>Providing an environment where there are no vehicles – giving greater safety for individuals with a disability. At the end of this document is all comments relating to protected characteristics. The majority of points made – 54% that bicycles are used as a mobility aid and allowing cycling will have a positive impact..</p> <p>There is the opposing view represented with 46% of points made concerned that allowing wider permissive cycling could have a negative effect for people that are less stable on their feet, with poor eyesight or poor hearing that cyclist passing by quickly could impact on these individuals feeling of safety.</p>
Gender Reassignment	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Marriage and Civil Partnership	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Pregnancy and Maternity	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Race	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Religion or Belief	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Sex (i.e gender)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Possible positive impact on women, who may feel safer while cycling rather than walking. This is supported by one comment, where a woman said she feels safer cycling around the park rather than walking.
Sexual Orientation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

<b>4. There are no negative/adverse impact(s)</b> Please briefly explain and provide evidence to support this decision:		There are potentially perceived negative impacts by more elderly park users who feel less safe with cyclist if they are travelling at speed or do not make themselves know to other users. However we have a Cycling Code of Conduct which outlines courteous cycling behaviour and that pedestrians have priority throughout the park. We will implement a communications plan when the change is implemented informing park users and cyclists of the Code of conduct and that Pedestrians have priority.	
<b>5. Are there positive impacts of the proposal on any equality groups?</b> Please briefly explain how these are in line with the equality aims:		From the consultation results it has been shown that should permissive cycling be allowed through Wanstead Park this would open a new route that is suitable for older cyclists, children and people with a disability. Through the consultation it has become apparent that bicycles are used as non standard mobility aids.	
<b>6. As a result of this screening, is a full EA necessary? (Please check appropriate box using <input type="checkbox"/>)</b>	Yes	No	<b>Briefly explain your answer:</b> No, because perceived negative impacts can be mitigated by publicising the code of conduct and pedestrian priority. The ToR has been updated with the consultation results which have been analysed. If extended cycling is implemented – this will be reviewed 18 months after operation with the ToR updated.
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>7. Name of Lead Officer:</b> Sarah Reid		<b>Job title:</b> Community Engagement Officer (Lakes and Ponds)	<b>Date of completion:</b> 14 May 2021

Signed off by Department Director :	Name:	Date:
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Below are all comments made relating to a group with a protected characteristic during the online consultation.

Additional Comments Made During Consultation	Negative issue if allow cycling with individual	Positive impact on individual
Park use has increased massively over the last year to the extent that we unsafe going in the park at the weekend. I often lose my balance when I have to move out the way in a hurry for cyclists and runners who brush past with no warning, who clearly feel they have right of way. Although I am quite young and don't look dodderly I have a degenerative spinal condition and walking is one of the few things I can enjoy. If everyone who used the park cycled there would not be enough room.	1	
I am a wheelchair user and last year I was hit by a cyclist whilst being pushed around the Ornamental Waters by my son. I have also had a number of other near misses As a result I am very wary of going back into the park.	1	

I live opposite the park and use it daily. I have early stage dementia and find it difficult to walk with cyclists constantly riding at me and not allowing me time to move out the way.	1	
<p>This survey is completed as a keen cyclist. Too keen if you ask my wife. If there were no other areas within the local area to cycle I would have voted to allow cycling but Wanstead Flats, Bushwood and Hollow Ponds are all available to cycle off road. As your survey preamble states Wanstead Park is the remains of the formal gardens of the old Wanstead House. The park is on the at risk register and needs attention in a number of areas. The increase in cycle traffic has not helped this and has worsened it in many cases. The path around the Ornamental Waters after rain is almost impassable in areas and cycling has exacerbated this.</p> <p>Throughout the last year cyclists have not stuck to the designated paths but have been cycling through the woodland causing more damage to the woodland. How is allowing cycling fitting in with the introduction of cattle into the park. Last year we had cyclists believing they were John Wayne trying to round up the cattle on the prairie causing distress to the animals, especially when one was pregnant. The standard of cycling has not always been good with inconsiderate cycling on the increase. I have witnessed cyclists going to fast, riding at pedestrians forcing them to get out of the way and a number of near collisions. Also there has been what appears to be cycling clubs using the paths on masse. The park has seen an increase in pedestrian footfall many of these are young families and a more elderly demographic who find it difficult to move out of the way. My wife has early onset dementia and she has been nearly hit a number of times as her reactions are not as fast as the average person. Allowing cycling seems to penalise these diverse communities for the benefit of one. There has already been one cycling fatality in the park in the last 5 years. What does as to the type of bike that will be allowed. Electric bikes, electric scooters and surf boards have all been used in the park. I have access to an e-bike with a top speed of 35mph. If cycling is allowed then will I be able to use this cycle?</p>	1	
Is dangerous. Spoils walks. Difficult enough for people with poor eyesight and hearing.	1	
Disabled visitors should be able to visit without being injured because of cyclists cycling at speed without any consideration for others. There are enough places for cyclists throughout the forest and cycling should be banned completely in Wanstead Park. Cyclists are a big problem at Connaught Water where cycling is prohibited but nothing is done about it. Please ban cyclists in Wanstead Park so that disabled visitors can safely visit without getting injured. Cyclists are a big problem around the ornamental lake where they cycle without any consideration for pedestrians. They should be encouraged to use the thousands of acres of cycle paths in the forest and to keep away from Connaught Water and Wanstead Park which are two of the few places where disabled visitors should be able to visit safely.	1	
Cyclists are a real danger to pedestrians especially disabled ones when they cycle in the park. Many cyclists cycle at speed especially around the Ornamental lake without giving way to pedestrians. There are plenty of other places in Epping Forest for cyclists to use. They are a big danger to disabled visitors in Wanstead Park at Connaught Water where they continue to use the accessible path.	1	

It is dangerous for pedestrians with people cycling in Wanstead Park and at my age I cannot get out of the way quickly. Any ban on cycling should be enforced.	1	
The eastern section of the Park is currently used by cyclists. No one 'polices' the area. I am deaf and have had some very near misses with cyclists who approach from behind and do not use their cycle bells to warn. I do not think the eastern area of WP is suitable for cycling as it is heavily used by pedestrians, joggers, families, dog walking. Accidents waiting to happen I believe. If you choose to extend the ban on cyclists then you need to police this. I am not willing to face the inevitable abuse.	1	
yes. cyclists are using the pedestrian walks around the ornamental ponds. there are no wardens or other methods of controlling the use. we have had a number of 'near misses'. my partner is deaf so cannot hear cyclists behind her. no one uses a bell. i am physically disabled so cannot get out of the way quickly.	1	
I have a longstanding disability leading to poor mobility. It is important for me to feel safe using paths and unfortunately this is not the case with cyclists around. During COVID, having the park nearby had been a real lifeline for me, but I am very worried about extending cycling. I often don't hear cyclists approaching from behind, and the first I know is when a cyclist passes me at speed and often very close (which has been a worry during COVID). I have had to stop using some of the narrower paths near the lake because of this issue. I can't see how this would be improved by asking people to follow a cycling code, as I can already see that plenty of cyclists are not fully aware of the needs of pedestrians. I am really worried that this will limit my access as a pedestrian.	1	
I feel safer cycling around Vs walking alone as a woman.		1
As a cyclist with. Obility problems I struggle to use the part of the designated park to the west in the winter because it gets very slippery. I would love to be able to go straight from Wanstead Park Avenue to Warren .road using the disabled access route and straight across by the tea hut legally.		1
I am a disabled person. My primary mobility aid is an e cargo cycle. I strongly support these changes but formally request that they are seen as a first step towards the writing and implementation of a full inclusive cycling strategy for all open space under the control of the City of London. I recommend the Bridge Trust is directly involved so that this becomes a very long term strategic project. I strongly recommend the principles of CROW LTN120 and Wheels for Wellbeing.		1



I have visited the park nearly every day and see no racing or disruptive cycling behaviour. I just see happy families and individuals cycling responsibly and carefully around pedestrians, who also seem happy to see them there. It is a vital place for children to improve their cycling skills away from busy roads. I am fully in favour of extending cycling to all parts of the park. You really need to improve the texture of the pathways in the park to enable this. It is really difficult for wheelchair users and people pushing buggies to use the pathways as they are so stony. Recent increases in visitors and bad weather have meant the surfaces are terrible. You should consider tarmacing the surfaces with a smooth surface so that people of all abilities can use the park in comfort		
Shared use works really well in similar greenspaces (e.g. Hackney/Walthamstow/Tottenham Marshes, Millfield Park, Lloyd Park etc.) Increased cycling permissions will make the park more accessible to people who rely on cycles for mobility.		1
Yes cycling will increase inclusivity. I struggle to walk but cycle and enjoy the park.		1
It has meant the ability to enjoy nature when walking had been difficult due to health reasons! Thank you		1
The space should be shared and cycling is a good activity to get fit, especially for some people where walking is hard.		1
<p>           Dogs            18/08/20         </p> <p>           Our bylaws are out of date and need to be Brought in line with the Equality Act 2010. To exclude cycling from any park or open space is discriminatory towards disabled people and the older and more frail Among us, who cannot walk and use other types of wheels, such as bicycles or scooters to get around. Not everyone is in a wheelchair!!! All parks should be accessible by all, not the select few. Everyone has a right to enjoy nature. I am disabled and my only option is my electric bike if I want to have a nice stroll in a park with my husband and the dog. I simply cannot go on foot. Everyone should respect each other's life and their requirements to enjoy life. If there is a cycling code of conduct that's great but perhaps have a "keep dogs on a lead" at all times as well, as the sheer volume of Dogs off lead is quite dangerous. I am sick of irresponsible dog owners pets chasing my dog and bounding up to us and jumping up also as they can hurt our little dog and me!!!         </p>		1
Many people, myself included can cycle far further than we can walk, our bikes are a 'rolling walking stick', I currently feel excluded from much of the park.		1
I cannot walk the entire park but I can cycle it so cycling allows me to enjoy the entire park		1
Knowing that I can cycle through the park to Wanstead from my house on Park Rd means it saves me enough time to be able to cycle rather than drive a car on the roads. So it effectively removes cars from the local roads to ease congestion. Secondly, I have a medical condition in which I can't walk on my right foot and being able to cycle means less impact on the joint. It would be a pleasure to be able cycle through the park as a form of enjoyment and relaxation.		1

We live locally. We do not own a car. My son is disabled, but I can carry him on my bike. Permitting cycling throughout the park would open up substantial new opportunities for us to show him more parts of the park.		1
Guidance should recognise the use of standard and non standard cycles as mobility aids.		1
<b>Total numbers</b>	<b>11</b>	<b>13</b>
<b>Percentage</b>	<b>46</b>	<b>54</b>
<b>Overall Total</b>	<b>24</b>	<b>24</b>
<b>1% =</b>	<b>0.24</b>	

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# Epping Forest

Registered Charity

## Cycling Code of Conduct

- Use the shared use trails considerably to ensure the safety of others. Let people know you are there with a greeting or bell. Pedestrians and horse riders have priority.
- Approach corners and descents with caution; dogs, wildlife and cattle may cross your path unexpectedly.
- Racing bicycles (including digital KOM/QOM 'chasing') is prohibited in Epping Forest.
- Building or digging jumps or berms and tree cutting is prohibited.
- Leave no trace. Use the existing routes and avoid skidding to prevent erosion. Take your litter home.
- Leave gates as you find them, to prevent cattle straying.
- Respect 'No cycling' restrictions that exist to protect ancient monuments, easy access paths and delicate habitats.

[www.cityoflondon.gov.uk/eppingforest](http://www.cityoflondon.gov.uk/eppingforest)  
020 8532 1010



@CoLEppingForest



Epping Forest City of London



CoLEppingForest

This is one of  
14 green spaces  
managed by the  
City of London at  
little cost to the  
general public.





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<b>Committee(s)</b>	<b>Dated:</b>
Epping Forest and Commons	8 March 2021
<b>Subject:</b> Epping Forest Trustees Annual Report and Financial Statements for the Year Ended 31 March 2020	<b>Public</b>
<b>Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly?</b>	n/a
<b>Does this proposal require extra revenue and/or capital spending?</b>	N
<b>If so, how much?</b>	n/a
<b>What is the source of Funding?</b>	n/a
<b>Has this Funding Source been agreed with the Chamberlain's Department?</b>	n/a
<b>Report of:</b> The Chamberlain Director of Open Spaces	<b>For Information</b>
<b>Report author:</b> Beatrix Jako - Chamberlains	

## Summary

The Trustee's Annual Report and Financial Statements for the Year ended 31 March 2020 for Epping Forest (charity registration number 232990) are presented for information in the format required by the Charity Commission.

## Recommendation(s)

It is recommended that the Trustee's Annual Report and Financial Statements for the 2019/20 Financial Statements be noted.

## Main Report

1. The Trustee's Annual Report and Financial Statements are presented for information, having been signed on behalf of the Trust by the Chairman and Deputy Chairman of the Finance Committee and the auditors BDO LLP. The information contained within the Annual Report and Financial Statements has already been presented to your Committee via budget and outturn reports.
2. Following on from a previous review of the charities for which the City is responsible, (completed in 2010), which detailed key reports that should be presented to your Committee. The Trustees Annual Report and Financial Statements was one of these reports. Information from these statements will form the Annual Return to the Charity Commission. Since this undertaking the City Corporation has recently approved that a further comprehensive review be

undertaken across all of its charities, the outcome of which will be reported to this committee in due course.

3. The Trustee's Annual Report and Financial Statements were submitted to the Charity Commission within the regulatory deadline of 31 January 2021.

## **Appendices**

- Appendix 1 – Epping Forest Report and Financial Statements for the year ended 31 March 2020

### **Beatrix Jako**

Acting Senior Accountant – Chamberlain's Financial Services Division, Citizen Services

E: [Beatrix.Jako@cityoflondon.gov.uk](mailto:Beatrix.Jako@cityoflondon.gov.uk)

Epping Forest

Annual Report and Financial Statements for the  
year ended 31 March 2020

Charity registration number 232990



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## ORIGINS OF THE CHARITY

As one of the earliest publicly- accessible wild landscapes in England, Epping Forest predates the UK's National Parks by nearly 80 years and shares a common bond in seeking to preserve the wildness of a treasured landscape whilst guaranteeing widespread public access.

Purchased by the City of London Corporation under founding legislation The Epping Forest Act 1878, the Forest was then dedicated by Queen Victoria “for the enjoyment of my people forever”, and as the custodian of the Forest, the City and the Forest's Conservators have continued to conserve it for everyone to enjoy.

Promoting and enabling public access to the Forest remains our guiding principle and we strive to exceed visitors' expectations by providing a safe and welcoming environment, rich in wildlife, which offers activity and excitement, and peace and tranquillity in equal measure. We welcome 4.2 million people to the Forest every year, and we want all Londoners to continue to value their Forest, and for visitors from further afield to benefit from all that the Forest has to offer.

# TRUSTEE'S ANNUAL REPORT

## STRUCTURE AND GOVERNANCE

The governing documents are the Epping Forest Acts 1878 and 1880 as amended. The charity is constituted as a charitable trust.

### GOVERNANCE ARRANGEMENTS

The Mayor and Commonalty and Citizens of the City of London (also referred to as 'the City Corporation' or 'the City of London Corporation'), a body corporate and politic, is the trustee of Epping Forest. The City Corporation is trustee acting by the Court of Common Council of the City of London in its general corporate capacity and that executive body has delegated responsibility in respect of the administration and management of this charity to various committees and sub-committees of the Common Council, membership of which is drawn from 125 elected Members of the Common Council and external appointees to those committees. In making appointments to committees, the Court of Common Council will take into consideration any particular expertise and knowledge of the elected Members, and where relevant, external appointees. External appointments are made after due advertisement and rigorous selection to fill gaps in skills. For Epping Forest, Elected Aldermen and Members of the City of London Corporation are appointed to the Epping Forest and Commons Committee, together with four Verderers - locally elected by Epping Forest Commoners in elections held every seven years - governing Epping Forest for the Court of Common Council of the City of London Corporation.

Members of the Court of Common Council are unpaid and are elected by the electorate of the City of London. The Key Committees which had responsibility for directly managing matters related to the charity during 2019/20 were as follows:

- **Policy and Resources Committee** – responsible for allocating resources and administering the charity.
- **Finance Committee** – responsible for controlling budgets, support costs and other central charges that affect the charity as a whole.
- **Audit and Risk Management Committee** – responsible for overseeing systems of internal control and making recommendations to the Finance Committee relating to the approval of the Annual Report and Financial Statements of the charity.
- **Investment Committee** – responsible for the strategic oversight and monitoring of the performance of the charity's investments which are managed by three separate sub-committees, namely the Financial Investment Board, the Property Investment Board and the Social Investment Board.
- **Epping Forest & Commons Committee** – responsible for the activities undertaken at Epping Forest, approving budget allocations for the forthcoming year and acting as Trustees of the charity.
- **Epping Forest Consultative Committee** – considers and discusses areas of concern or debate at Epping Forest with representative user groups across the Forest– particularly those due to be raised at Epping Forest and Commons Committee.

All of the above committees are ultimately responsible to the Court of Common Council of the City of London. Committee meetings are held in public, enabling the decision-making process to be clear, transparent and publicly accountable. Details of the membership of Committees of the City Corporation are available at [www.cityoflondon.gov.uk](http://www.cityoflondon.gov.uk)

The charity is consolidated within City's Cash as the City of London Corporation exercises operational control over their activities. City's Cash is a fund of the City Corporation that can be traced back to the 15th century and has been built up from a combination of properties, land, bequests and transfers under statute since that time. Investments in properties, stocks and shares are managed to provide a total return that:

- Allows City's Cash to use the income for the provision of services that are of importance nationally and internationally as well as to the City and Greater London;
- Maintains the asset base so that income will be available to fund services for the benefit of future generations.

The trustee believes that good governance is fundamental to the success of the charity. A comprehensive review of governance commenced during the year and is ongoing to ensure that the charity is effective in fulfilling its objectives. Reference is being made to the good practices recommended within the Charity Governance Code throughout this review. Focus is being placed on ensuring regulatory compliance and the ongoing maintenance of an efficient and effective portfolio of charities that maximise impact for beneficiaries.

## **ORGANISATIONAL STRUCTURE AND DECISION-MAKING PROCESS**

The charity is administered in accordance with its governing instruments and the City Corporation's own corporate governance and administration framework, including Committee Terms of Reference, Standing Orders, Financial Regulations and Officer Scheme of Delegations. These governance documents can be obtained via a request to the email address stated on page 36.

Each Member by virtue of their membership of the Court of Common Council, its relevant committees and sub-committees, has a duty to support the City Corporation in the proper exercise of its functions and in meeting its duties as trustee of the charity by faithfully acting in accordance with charity law, the Terms of Reference of the relevant committee or sub-committee, and the City of Corporation's agreed corporate governance framework as noted above, backed up by its standards regime.

## **INDUCTION AND TRAINING OF MEMBERS**

The City Corporation makes available to its Members, seminars and briefings on various aspects of its activities, including those concerning the charity, to enable Members to carry out their duties efficiently and effectively. Induction meetings are provided on specific aspects of the work of Epping Forest. If suitable seminars or other training options are identified that are relevant to the charity, Members are advised of these opportunities.

## OBJECTIVES AND ACTIVITIES

The objective of the charity is the preservation of Epping Forest in perpetuity, as an open space for the recreation and enjoyment of the public. The open space consists of the lands known as Epping Forest including Wanstead Park and Highams Park in Essex. Various buffer lands have been acquired by the City Corporation around the edges of Epping Forest.

### Investment Policy

The charity's investments are held in units of the City of London Charities Pool (registered charity number: 1021138). The investment policy is to provide a real increase in annual income in the long term whilst preserving the value of the capital base. The annual report and financial statements of the Charities Pool (which include an analysis of investment performance against objectives set) are available from the Chamberlain of London, at the email address stated on page 36.

### Remuneration Policy

The charity's senior staff are employees of the City Corporation and, alongside all staff, pay is reviewed annually. The City Corporation is committed to attracting, recruiting and retaining skilled people and rewarding employees fairly for their contribution. As part of this commitment, staff are regularly appraised and, subject to performance, eligible for the payment of bonuses and recognition awards.

The above policy applies to staff within the charity's key management personnel, as defined within note 8 to the financial statements.

The charity is committed to equal opportunities for all employees. An Equality and Inclusion Board has been established to actively promote equality, diversity and inclusion in service delivery and employment practices. The Board is responsible for monitoring the delivery of the Equality and Inclusion Action Plan and progress against the Equality Objectives for 2016-20. This also includes addressing the City Corporation's gender pay gap.

Senior staff posts of the City Corporation are individually evaluated and assessed independently against the external market allowing each post to be allocated an individual salary range within the relevant grade, which incorporates market factors as well as corporate importance.

### Fundraising

Section 162a of the Charities Act 2011 requires charities to make a statement regarding fundraising activities. The legislation defines fundraising as "soliciting or otherwise procuring money or other property for charitable purposes". Although Epping Forest charity does not undertake widespread fundraising from the general public, any such amounts receivable are presented in the financial statements as "voluntary income" including grants.

In relation to the above we confirm that all solicitations are managed internally, without involvement of commercial participators or professional fund-raisers, or third parties.

The day to day management of all income generation is delegated to the executive team, who are accountable to the trustee. The charity is not bound by any regulatory scheme and does not consider it necessary to comply with any voluntary code of practice.

The charity has received no complaints in relation to fundraising activities in the current year (2018/19: nil). Individuals are not approached for funds, hence the charity does not consider it necessary to design specific procedures to monitor such activities.

### **Public benefit statement**

The Trustee confirms that it has referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing Epping Forest's aims and objectives and in planning future activities. The purpose of the charity is the preservation of Epping Forest in perpetuity by the City of London Corporation as the Conservators of Epping Forest, as an Open Space for the recreation and enjoyment of the public.

This charity is operated as part of the City of London Corporation's City's Cash. The City of London Corporation is committed to fund the ongoing net operational costs of the charity in accordance with the purpose which is the preservation of Epping Forest in perpetuity by the City of London Corporation as the Conservators of Epping Forest, as an Open Space for the recreation and enjoyment of the public.

Consequently, the Trustee considers that Epping Forest operates to benefit the general public and satisfies the public benefit test.

### **REFERENCE AND ADMINISTRATIVE DETAILS**

The administrative details of the charity are stated on page 36.

## ACHIEVEMENTS AND PERFORMANCE

### Key Targets for 2019/10 and review of achievement

The key targets and achievements for 2019/20 and beyond were:

**Participate in the City of London Corporation's Fundamental Review of public services and activity areas.** First stage plans to achieve the targets set in the Fundamental review have been submitted and are being considered by appropriate Committees.

**Final version of Epping Forest Strategy & Management Plan to be agreed by Epping Forest & Commons Committee prior to public consultation and publication. This will contain a comprehensive list of strategies and plans to be implemented over the next ten years.** The 2019-2029 Epping Forest Strategy and Management Plan was agreed by the Epping Forest & Commons Committee and is now a public document. It is now being prepared for formal publication.

**Complete an Epping Forest Special Area of Conservation (SAC) Mitigation Strategy to be adopted by key Local Plan Authorities within the SAC Zone of Influence.** By the end of March 2020 the draft Mitigation Strategy had been drafted and reviewed ready for preparation of the final version.

**Conduct a summer Visitor Survey to further review the SAC Zone of Influence.** This is being conducted via partners as part of their Local Plan Development.

**Submit a new 10-year (2020-2029) Countryside Stewardship Scheme application.** This application has been submitted and at the end of March 2020 was awaiting final decision.

**Complete an engineering assessment of newly designated 'high risk' Large Raised Reservoirs in the Wanstead Park lake cascade.** The Flood Report has been completed by engineering consultants and is now awaiting review.

**Continue to represent concerns regarding the conservation of Epping Forest through the Local Planning Process with Local Authorities.** Responses have been made to Local Authorities to their required deadlines and have been supported through a Public Hearing process.

**First Forest lodges will complete renovation works for letting.** Two lodges have now been let as Assured Shorthold Tenancies with several others being renovated in preparation for letting.

**Full audit of domestic and commercial access arrangements across Forest Land due to be completed in 2020.** This audit is underway with a phased approach being taken to highlighted sites.

**Review and publish a new Deer Management Strategy for the Birch Hall Park Deer Sanctuary and the wild deer population ranging across the Forest and the adjoining Buffer Land.** This report has been commissioned and received, now its recommendations need to be worked up into a Strategy ready for consultation.

**Submit a final bid to the Parklife funding stream for improved grassroots football facilities and a reduced sport ‘footprint’ at Wanstead Flats.** The final bid process was delayed by the funding partner. We are now planning to continue this project, but with a reduced scheme.

## PLANS FOR FUTURE PERIODS

Epping Forest charity will continue to participate in the City of London Corporation’s Fundamental Review of public services and activity areas, exploring saving efficiencies and opportunities for additional income complementing the charities aims.

Within the 2020-21 financial year we will complete the publication of the Epping Forest Management Plan and Strategy, and pursue work on plans and strategies outlined within it.

The Charity will continue to represent concerns regarding the conservation of Epping Forest through the Local Planning Process with Local Authorities in order to protect the unique and delicate nature of the Epping Forest habitat.

Work on the Wanstead Parkland Plan will be progressed further in 2020-21 and will address areas such as Reservoir Risk, Heritage at Risk, Water Abstraction and Flood Risk to address statutory obligations in these areas.

The charity will continue to investigate the benefit of working with partner organisations to improve the sporting offer at Epping Forest, particularly in the existing offer of football and golf, but possibly to include other formal sports where possible, or improve opportunities for informal fitness activities for Forest users. This will also address the issues of the costs of providing these facilities and likely income to the charity.

We will continue a programme of refurbishment of lodges at Epping Forest, investing in these assets in order to achieve appropriate rental occupation and income. This includes plans for domestic lets (assured household tenancies) as well as two lodges planned as holiday lets.

Should the Countryside Stewardship Scheme ten-year grant application receive funding approval, this will form a long term schedule of works as outlined within it. Plans are underway to deliver this, both in house and through use of qualified contractors.

Prior to the end of the financial year of the charity, a global pandemic of Coronavirus began which subsequently impacted upon the income streams of the charity, in particular donations, fees and charges from events, licences and rental income . This is expected to impact on the future level of income available to meet the day-to-day running expenses of the charity.

The charity has undertaken a revised forecasting exercise in order to ascertain the likely impact upon finances during the next 12-month period, which enables the Trustee to confirm that the charity remains a going concern. The City of London Corporation’s City’s Cash fund has also undertaken the same revised forecasting exercise, which offers assurances that the charity’s running costs will continue to be funded in this way.



The Trustees do not consider there to be any material uncertainty around going concern and further detail regarding this is set out on page 19.

The Trustee is monitoring the situation and will continue with its purpose to preserve of Epping Forest in perpetuity by the City of London Corporation as the Conservators of Epping Forest, as an Open Space for recreation and enjoyment of the public.

# FINANCIAL REVIEW

## Overview of Financial Performance

### Income

In 2019/20 the charity's total income for the year was £6,584,647, an overall decrease of £201,698 against the previous year (£6,786,345). The principal source of income was from City of London Corporation's City's Cash fund (see below).

Income from Charitable Activities comprised £583,076 from charges for use of facilities and licences (2018/19: £705,612), £496,544 from rents (2018/19: £629,371) and £113,279 from sales of goods, products and materials (2018/19: £105,064). Charges for use of facilities and licences in the previous financial year saw a large scale licenced use of Forest Land by Transport for London for works compound. 2018/19 rental income included large backdated charges in relation to Vodafone agreements.

Grants income of £127,290 was received in the year from the Rural Payment Agency (RPA), which provides funding to farmers and land managers to farm in a way that supports biodiversity, enhances the landscape, and improves the quality of water, air and soil. (2018/19: £334,280 from the Rural Payment Agency, Museum of London Docklands, Plantlife International and Angling Trust). This known and planned decrease in 2019/20 grants was due to a hiatus in the old scheme ending and being replaced with the new Countryside Stewardship Scheme.

There were no contributions received during the year (2018/19: in total £3,800 was received from London Borough of Waltham Forest, £3,000 in respect of reimbursement for Local Plan Survey and £800 towards the installation of new bins).

Donations – being amounts received from the public through donation boxes at the Temple and at the View. In total £3,439 was received during the year (2018/19: £3,810).

Investment income of £3,639 (2018/19: £5,340) received during the year consists of distributions from the Charities Pool and interest receivable on cash balances held on behalf of the Trust.

An amount of £5,257,380 (2018/19: £4,990,068) was received from the City of London Corporation's City's Cash as a contribution towards the running costs of the charity.

### Expenditure

Total expenditure for the year relating to charitable activities expenditure was £7,140,881 (2018/19: £7,138,998).

### Funds held

The charity's total funds held decreased by £556,945 to £6,410,506 as at 31 March 2020 (2018/19: £6,967,451).

The charity's designated funds consist of unrestricted income funds which the Trustee has chosen to set aside for specific purposes. Such designations are not legally binding,

and the Trustee can decide to “undesignate” these funds at any time. Designations as at 31 March 2020 totalled £6,410,506 (2018/19: £6,967,451).

Details of all funds held, including their purposes, is set out within note 16 to the financial statements.

### Investments performance

As at 31 March 2020, the investments held in the Charities Pool achieved a gross return of -14.78% (2018/19: +4.05%) compared to the FTSE All Share Index return of -18.45% (2018/19: +6.36%). Over three years this fund achieved a return of -2.44% (2018/19: +8.31%) compared to the FTSE All Share Index return of -4.24% (2018/19: +9.51%). Over five years, the fund achieved a return of +1.37% (2018/19: +6.77%) compared to the FTSE All Share Index return of +0.57% (2018/19: +6.10%).

Fund	2019/20		2018/19	
	3 year	5 year	3 year	5 year
Fund	-2.44%	+1.37%	+8.31%	+6.77%
FTSE All Share	-4.24%	+0.57%	+9.51%	+6.10%
Fund outperformance	+1.80%	+0.80%	-1.20%	+0.67%

### Reserves

The charity is wholly supported by the City of London Corporation which is committed to maintain and preserve Epping Forest out of its City's Cash Funds. These Funds are used to meet the deficit on running expenses on a year by year basis. Consequently, this charity has no free reserves and a reserves policy is considered by the trustee to be inappropriate.

### Principal Risks and Uncertainties

The charity is committed to a programme of risk management as an element of its strategy to preserve the charity's assets. In order to embed sound practice the senior leadership team ensures that risk management policies are applied, that there is an on-going review of activity and that appropriate advice and support is provided. A key risk register has been prepared for the charity, which has been reviewed by the Trustee. This identifies the potential impact of key risks and the measures which are in place to mitigate such risks.

The principal risks faced by the charity, and actions taken to manage them are as follows:

Risk	Actions to manage risks
<b>Decline in Assets condition</b>	Schedule of statutory checks and visits carried out by City Surveyor or delegated to site. Joint inspection of all buildings including residential by site and City Surveyor to capture maintenance needs. Improvements to Great Gregories.
<b>Wanstead Park Reservoirs</b>	Appointment of all-panels reservoir engineer to undertake a study of the risk of overtopping and identify if any actions are required.

<b>Risk</b>	<b>Actions to manage risks</b>
	Establish Project Board, evaluate and analyse the report from the reservoir engineer and update the Environment Agency (EA).
<b>Raised Reservoirs</b>	Weekly inspection of reservoirs / dams. Statutory inspection visits by engineer. Complete works on the Eagle ponds and scope works on other ponds.
<b>Invasive Non Native Species (INNS)</b>	Develop an INNS policy - particular focus on Oak Processionary Moth, although other pathogens and areas of concern to be tackled. Track works done to mitigate the spread of Oak Processionary Moth in Epping Forest.
<b>Development Consents close to Forest Land</b>	Influence the Epping Forest District Council local plan. Look to embed the Epping Forest Special Area of Conservation (SAC) Mitigation Strategy in Local Plans.
<b>Loss of Forest Land and/or concession of prescriptive rights</b>	Undertake compartment survey, regular audits, appoint land agent to negotiate commercial wayleaves. Take legal action where appropriate.
<b>Financial management and loss of income</b>	Apply for Rural Payments Agency grant. Assess new opportunities for income generation as well as expenditure reduction.
<b>Declining Site of Special Scientific Interest (SSSI)/Special Area of Conservation (SAC) Condition</b>	Apply for Countryside Stewardship grants. Remodel as an inhouse grazing expansion plan.
<b>Pathogens</b>	Implement actions arising from Massaria survey. Yearly inspection of all Rhododendron and Larch. Develop a biosecurity policy.
<b>Increase in Health and Safety incidents/Catastrophic Health &amp; Safety failure</b>	Health & Safety training (operational) system in place. Clear role and responsibilities set out in documentation and reinforced by training. Health & Safety checks on all tenanted buildings. Implementation of the Epping Contractor Protocol and permitting is now Business as Usual (BAU).
<b>Wanstead Park – Heritage at Risk Register</b>	Develop plans for the Park and identify potential funders / partners.
<b>Major Incident resulting in prolonged 'Access Denial'</b>	Review and update emergency plan.
<b>Public behaviour</b>	Additional Borough's introduce Public Spaces Protection Orders (PSPO's). Multi - disciplinary approach with enforcement and outreach team. Develop relationships with local authority neighbours, police services, fire service etc.

<b>Risk</b>	<b>Actions to manage risks</b>
<b>Severe Weather Events</b>	Severe weather protocol reviewed. Training with London Fire Brigade (LFB) relating to emergency response to fires within Epping forest.
<b>Impact of Covid-19 on income generation and financial management</b>	Working closely with Chamberlain to monitor budget lines and keep them informed as financial situation develops. Predictions on loss of income being worked up to aid longer term decision making, including rental, sports provision, catering and retail.
<b>Impact of Covid-19 on health and safety of visitors and staff</b>	Public health and safety works continues. Social distancing measures erected and reviewed/renewed. Car parks closed to reduce risk of incident. Equipment inspections have continued as required. Fleet and equipment checks continue 'in-house'. Risk Assessments and Safe Systems of Work have been revised and circulated due to Covid-19 risks, particularly provision and use of PPE. Procurement of necessary PPE and cleaning material needs identified. Cleaning contract standards and frequency remain a concern and is being monitored
<b>Covid-19 impact on care and husbandry of animals</b>	Livestock work continues. Duty rota continues to ensure 7-day cover remains unchanged. Animal welfare is being maintained daily.

## TRUSTEE RESPONSIBILITIES

The Trustee is responsible for preparing the Annual Report and the financial statements in accordance with applicable law and regulations.

Charity law requires the Trustee to prepare financial statements for each financial year in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under charity law the Trustee must not approve the financial statements unless the Trustee is satisfied that they give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charity for that period. In preparing these financial statements, the Trustee is required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Trustee is responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable the Trustee to ensure that the financial statements comply with the Charities Act 2011. The Trustee is also responsible

for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the Trustee is aware:

- there is no relevant audit information of which the charity's auditors are unaware; and
- the Trustee has taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

Financial statements are published on the Trustee's website in accordance with legislation in the United Kingdom governing the preparation and dissemination of financial statements, which may vary from legislation in other jurisdictions. The maintenance and integrity of the Trustee's website is the responsibility of the Trustee. The Trustee's responsibility also extends to the ongoing integrity of the financial statements contained therein.

Adopted and signed for on behalf of the Trustee.

Jeremy Paul Mayhew MA MBA  
Chairman of Finance Committee of  
The City of London Corporation  
Guildhall, London  
10 November 2020

Jamie Ingham Clark FCA, Deputy  
Chairman of Finance Committee  
of The City of London Corporation



## **INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF EPPING FOREST**

### **Opinion**

We have audited the financial statements of Epping Forest (the charity) for the year ended 31 March 2020 which comprise the statement of financial activities, the balance sheet and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2020 and of its incoming resources and application of resources for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

### **Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the Charity in accordance with the ethical requirements relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### **Conclusions related to going concern**

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the Trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the Charity's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.



## **Other information**

The other information comprises the information included in the Annual Report, other than the financial statements and our auditor's report thereon. The Trustees are responsible for the other information.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

## **Matters on which we are required to report by exception**

We have nothing to report in respect of the following matters in relation to which the Charities Act 2011 requires us to report to you if, in our opinion;

- the information contained in the financial statements is inconsistent in any material respect with the Trustee's Annual Report; or
- adequate accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

## **Responsibilities of Trustees**

As explained more fully in the Trustee's responsibilities statement, the Trustee is responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustee determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Trustee is responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustee either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

## **Auditor's responsibilities for the audit of the financial statements**

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located at the Financial Reporting Council's ("FRC's") website at:

<https://www.frc.org.uk/auditorsresponsibilities>

This description forms part of our auditor's report.

## **Use of our report**

This report is made solely to the charity's Trustee, as a body, in accordance with the Charities Act 2011. Our audit work has been undertaken so that we might state to the charity's Trustee those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's Trustee as a body, for our audit work, for this report, or for the opinions we have formed.

*BDO LLP*

BDO LLP, statutory auditor  
London

28 January 2021

BDO LLP is eligible for appointment as auditor of the charity by virtue of its eligibility for appointment as auditor of a company under section 1212 of the Companies Act 2006.

BDO LLP is a limited liability partnership registered in England and Wales (with registered number OC305127).

# STATEMENT OF FINANCIAL ACTIVITIES

## FOR THE YEAR ENDED 31 MARCH 2020

		Unrestricted Funds	Unrestricted Funds
	Notes	2019/20 £	2018/19 £
<b>Income from:</b>			
Voluntary activities	2	130,729	341,890
Charitable activities	3	1,192,899	1,440,047
Grant from City of London Corporation	4	5,257,380	4,999,068
Investments	5	3,639	5,340
<b>Total income</b>		<b>6,584,647</b>	<b>6,786,345</b>
<b>Expenditure on:</b>			
Charitable activities:			
Preservation of Epping Forest	6	7,140,881	7,138,998
<b>Total expenditure</b>		<b>7,140,881</b>	<b>7,138,998</b>
Net losses on investments	11	(711)	(35)
<b>Net expenditure</b>		<b>(556,945)</b>	<b>(352,688)</b>
<b>Net movement in funds</b>		<b>(556,945)</b>	<b>(352,688)</b>
<b>Reconciliation of funds:</b>			
Total funds brought forward	16	6,967,451	7,320,139
<b>Total funds carried forward</b>	16	<b>6,410,506</b>	<b>6,967,451</b>

All of the above results are derived from continuing activities.

There were no other recognised gains and losses other than those shown above.

The notes on pages 20 to 36 form part of these financial statements.

**BALANCE SHEET****AS AT 31 MARCH 2020**

	Notes	2020 Total £	2019 Total £
<b>Fixed assets:</b>			
Heritage assets	9	380,832	381,793
Tangible assets	10	5,357,428	5,825,261
Investments	11	3,108	3,819
<b>Total fixed assets</b>		<b>5,741,368</b>	<b>6,210,873</b>
<b>Current assets</b>			
Stock		57,392	68,573
Debtors	12	293,148	614,313
Cash at bank and in hand		724,944	929,354
<b>Total current assets</b>		<b>1,075,484</b>	<b>1,612,240</b>
<b>Creditors: Amounts falling due within one year</b>	13	<b>(357,836)</b>	<b>(810,902)</b>
<b>Net current assets/(liabilities)</b>		<b>717,648</b>	<b>801,338</b>
<b>Total assets less current liabilities</b>		<b>6,459,016</b>	<b>7,012,211</b>
<b>Creditors: Amounts falling due after more than one year</b>	14	<b>(48,510)</b>	<b>(44,760)</b>
<b>Total net assets</b>		<b>6,410,506</b>	<b>6,967,451</b>
<b>The funds of the charity:</b>			
Unrestricted income funds	16	6,410,506	6,967,451
<b>Total funds</b>		<b>6,410,506</b>	<b>6,967,451</b>

The notes on pages 20 to 36 form part of these financial statements

Approved and signed on behalf of the Trustee.



Dr Peter Kane

Chamberlain of London

25 January 2021

# NOTES TO THE FINANCIAL STATEMENTS

## 1. ACCOUNTING POLICIES

The following accounting policies have been applied consistently in dealing with items that are considered material in relation to the financial statements of the charity.

### (a) Basis of preparation

The financial statements of the charity, which is a public benefit entity under FRS102, have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice (SORP) Accounting and Reporting by Charities, published in 2015, Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (FRS 102) (2<sup>nd</sup> Edition) and the Charities Act 2011.

### (b) Going concern

The financial statements have been prepared on a going concern basis as the Trustee considers that there are no material uncertainties about the charity's ability to continue as a going concern. The governing documents place an obligation on the City of London Corporation to preserve the open spaces for the benefit of the public. Funding is provided from the City of London Corporation's City's Cash. On an annual basis, a medium-term financial forecast is prepared for City's Cash. The latest forecast anticipates that adequate funds will be available in the next five years to enable the charity to continue to fulfil its obligations.

In making this assessment, the Trustee has considered the potential impact of the Covid-19 pandemic on the future income levels and the liquidity of the charity over the next 12-month period. The charity has undergone a revised forecasting exercise to help provide assurances that it can continue to keep operating over the next 12-month period. For this reason, the Trustee continues to adopt a going concern basis for the preparation of the financial statements.

### (c) Key management judgements and assumptions

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the application of policies and reported amounts of assets and liabilities, income and expenditure. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances, the result of which form the basis of decisions about carrying values of assets and liabilities that are not readily apparent from other sources. The resulting accounting estimates will, by definition, seldom equal the related actual results.

Estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised and in any future periods affected. Management do not consider there to be any material revisions requiring disclosure.

In preparing the financial statements, management has made the following key judgements: useful economic life of fixed assets and the recovery of debts.

**(d) Statement of Cash Flows**

The charity has taken advantage of the exemption in FRS102 (paragraph 1.12b) from the requirement to produce a statement of cash flows on the grounds that it is a qualifying entity.

A Statement of Cash Flows is included within the City's Cash Annual Report and Financial Statements 2020 which is publicly available at [www.cityoflondon.gov.uk](http://www.cityoflondon.gov.uk).

**(e) Income**

All income is included in the Statements of Financial Activities (SOFA) when the charity is legally entitled to the income; it is more likely than not that economic benefit associated with the transaction will come to the charity and the amount can be quantified with reasonable certainty. Income consists of donations, charges for services and use of facilities, contributions, grants, investment income, interest, sales and rental income.

The City of London Corporation's City's Cash meets the deficit on running expenses of the charity and also provides funding for certain capital works. This income is recognised in the SOFA when it is due from City's Cash.

**(f) Expenditure**

Expenditure is accounted for on an accruals basis and has been classified under the principal categories of 'expenditure on raising funds' and 'expenditure on charitable activities'. Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required, and the amount of the obligation can be measured reliably.

Governance costs include the costs of governance arrangements which relate to the general running of the charity as opposed to the direct management of functions inherent in the activities undertaken. These include the costs associated with constitutional and statutory requirements such as the cost of Trustee meetings.

Support costs (including governance costs) include activities undertaken by the City Corporation on behalf of the charity, such as human resources, digital services, legal support, accounting services, committee administration, public relations and premises costs. The basis of the cost allocation is set out in note 7.

The Trustee, the City Corporation, accounts centrally for all payroll related deductions. As a result, the charity accounts for all such sums due as having been paid.

**(g) Foreign currencies**

Transactions in foreign currencies are recorded at the rate of exchange ruling at the date of the transaction. Monetary assets and liabilities denominated in foreign currencies are valued at the year-end rate exchange. All gains or losses on translation are taken to Statement of Financial Activities in the year in which they occur.

**(h) Pension costs**

Staff are employed by the City of London Corporation and are eligible to contribute to the City of London Local Government Pension Fund, which is a funded defined benefit scheme. The estimated net deficit on the Fund is the responsibility of the City of London Corporation as a whole, as one employer, rather than the specific responsibility of any of its three main funds (City Fund, City's Cash and Bridge House Estates) or the trusts it supports.

The Fund's estimated net liability has been determined by independent actuaries in accordance with FRS102 as £630.4m as at 31 March 2020 (£608.6m as at 31 March 2019). Since any net deficit is apportioned between the financial statements of the City of London's three main funds, the charity's Trustee does not anticipate that any of the liability will fall on the charity. The charity is unable to identify its share of the pension scheme assets and liabilities and therefore the Pension Fund is accounted for as a defined contribution scheme in these financial statements.

Barnett Waddingham, an independent actuary, carried out the latest triennial actuarial assessment of the scheme as at 31 March 2019, using the projected unit method. The actuary will carry out the next assessment of the scheme as at 31 March 2022, which will set contributions for the period from 1 April 2022 to 31 March 2024. Contribution rates adopted for the financial years 2017/18, 2018/19 and 2019/20 have been set at 21% (2016/17: 17.5%).

**(i) Taxation**

The charity meets the definition of a charitable trust for UK income tax purposes, as set out in Paragraph 1 Schedule 6 of the Finance Act 2010. Accordingly, the charity is exempt from UK taxation in respect of income or capital gains under part 10 of the Income Tax Act 2007 or section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

**(j) Fixed Assets****Heritage Land and Associated Buildings**

Epping Forest comprises 2,485 hectares (6,142 acres) of land stretching 12 miles from Manor Park in East London to just north of Epping in Essex, together with associated buildings. The object of the charity is the preservation of Epping Forest in perpetuity as an Open Space for the recreation and enjoyment of the public. Epping Forest is considered to be inalienable (i.e. may not be disposed of without specific statutory powers).

Land and the original associated buildings are considered to be heritage assets. In respect of the original land and buildings, cost or valuation amounts are not included in these financial statements as reliable cost information is not available and a significant cost would be involved in the reconstruction of past accounting records, or in the valuation, which would be onerous compared to the benefit to the users of these accounts

Additions to the original land and capital expenditure on buildings and other assets would be included as fixed assets at historic cost, less provision for depreciation and any impairment, where this cost can be reliably measured.

### **Tangible fixed assets**

Assets that are capable of being used for more than one year and have a cost greater than £50,000 are capitalised. Such assets are stated at cost less accumulated depreciation and accumulated impairment losses. Depreciation is charged from the year following that of acquisition, on a straight-line basis, in order to write off each asset over its estimated useful life as follows. Land is not depreciated.

	Years
Operational buildings	30 to 50
Improvements and refurbishments to buildings	up to 30
Equipment	5 to 25
Infrastructure	up to 20
Heavy vehicles and plant	5

### **(k) Investments**

Investments are made in the City of London Charities Pool (charity number 1021138) which is an investment mechanism operating in a similar way to a unit trust. This enables the City of London Corporation to “pool” small charitable investments together and consequently obtain better returns than would be the case if investments were made individually.

Investments were previously valued at mid-price. To ensure compliance with FRS102, bid-price is now used. The difference in valuation as a result in the year is considered immaterial. Gains and losses for the year on investments held as fixed assets are included in the Statement of Financial Activities.

### **(l) Stocks**

Stocks are valued at the lower of cost or net realisable value. All stocks are finished goods and are held for resale as part of the charity operation.

### **(m) Funds structure**

Income, expenditure and gains/losses are allocated to particular funds according to their purpose:

**Restricted funds** – These include income that is subject to specific restrictions imposed by donors, with related expenditure deducted when incurred.

**Unrestricted income funds** – these funds can be used in accordance with the charitable object at the discretion of the Trustee and include both income generated by assets held representing unrestricted funds. Specifically, this represents any surplus of



income over expenditure for the charity which is carried forward to meet the requirements of future years, known as free reserves.

**Designated funds** – these are funds set aside by the Trustee out of unrestricted funds for a specific purpose.

#### (n) Insurance

The charity, elected Members and staff supporting the charity's administration are covered by the City Corporation's insurance liability policies, and otherwise under the indemnity the City Corporation provides to Members and staff, funded from City's Cash.

## 2. INCOME FROM VOLUNTARY ACTIVITIES

	Unrestricted funds	Restricted funds	<b>Total 2019/20</b>	Unrestricted funds	Restricted funds	Total 2018/19
	£	£	£	£	£	£
Grants	127,290	-	<b>127,290</b>	292,934	41,346	334,280
Donations and legacies	3,439	-	<b>3,439</b>	3,810	-	3,810
Contributions	-	-	-	3,800	-	3,800
<b>Total</b>	<b>130,729</b>	<b>-</b>	<b>130,729</b>	<b>300,544</b>	<b>41,346</b>	<b>341,890</b>

## 3. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted funds <b>2019/20</b> £	Unrestricted funds 2018/19 £
Charges for use of facilities	<b>583,076</b>	705,612
Sales	<b>113,279</b>	105,064
Rental income	<b>496,544</b>	629,371
<b>Total</b>	<b>1,192,899</b>	<b>1,440,047</b>

#### 4. INCOME FROM THE CITY OF LONDON CORPORATION

	Unrestricted funds <b>2019/20</b> £	Unrestricted funds 2018/19 £
Revenue and capital grants from City of London Corporation	<b>5,257,380</b>	4,999,068
<b>Total</b>	<b>5,257,380</b>	4,999,068

#### 5. INCOME FROM INVESTMENTS

	Unrestricted funds <b>2019/20</b> £	Unrestricted funds 2018/19 £
Interest	<b>3,639</b>	5,340
<b>Total Investment income</b>	<b>3,639</b>	5,340

##### Income for the year included:

**Grants** – being amounts received from organisations towards specific programmes operated by the charity. Grant income received from the Rural Payment Agency (RPA) which provides funding to farmers and land managers to farm in a way that supports biodiversity, enhances the landscape, and improves the quality of water, air and soil.

**Contributions** – there were no contributions received during the year. In the previous financial year a contribution was received from London Borough of Waltham Forest in respect of reimbursement for Local Plan Survey and towards the installation of new bins.

**Donations** – being amounts received from the public through donation boxes at the Temple and at the View.

**Grants from the City of London Corporation** – being the amount received from the City of London Corporation's City's Cash to meet the deficit on running expenses of the charity, alongside funding for capital purchases.

**Investment income** – being the amount received from the Charities Pool and interest receivable on cash balances held on behalf of the Trust.

**Charitable activities** – being amounts generated from the sales of leaflets, books, maps cards and other publications relating to Epping Forest; charges made to the public for the use of facilities, admissions and services and from rental income.

## 6. EXPENDITURE

### Expenditure on charitable activities

	Direct costs £	Support costs £	<b>Total 2019/20 £</b>	Direct costs £	Support costs £	Total 2018/19 £
Preservation of Epping Forest	6,118,471	1,022,410	<b>7,140,881</b>	6,082,232	1,056,766	7,138,998
<b>Total</b>	6,118,471	1,022,410	<b>7,140,881</b>	6,082,232	1,056,766	7,138,998

### Charitable activity

Expenditure on the charitable activities includes labour, premises costs, equipment, materials and other supplies and services incurred in the running of Epping Forest.

### Auditor's remuneration and fees for other services

BDO are the auditors of the City of London's City's Cash Fund and all of the different charities of which it is Trustee. The City of London Corporation charges the audit fee to its City's Cash Fund and does not attempt to apportion the audit fee between all of the different charities. No other services were provided to the charity by its auditors during the year (2018/19: nil).

## 7. SUPPORT COSTS

Support costs include activities undertaken by the City of London Corporation on behalf of the Charity, such as human resources, digital services, legal support, accounting services, committee administration and premises costs. Such costs are determined on a departmental basis, and are allocated on a cost recovery basis to the charity based on time spent, with associated office accommodation charged proportionately to the space occupied by the respective activities, with the split of costs as follows:

**Support costs**

	Charitable activities £	Governance £	2019/20 £	2018/19 £ Restated
Department:				
Chamberlain	159,653	-	<b>159,653</b>	189,253
Comptroller & City Solicitor	-	-	-	37,669
Town Clerk	-	122,856	<b>122,856</b>	109,731
City Surveyor	362,012	-	<b>362,012</b>	369,292
Open Spaces directorate	125,889	-	<b>125,889</b>	79,673
Other governance & support costs	79,501	-	<b>79,501</b>	76,827
Digital Services	172,499	-	<b>172,499</b>	194,321
Sub-total	899,554	122,856	<b>1,022,410</b>	1,056,766
Reallocation of governance costs	122,856	(122,856)	-	-
Total support costs	1,022,410	-	<b>1,022,410</b>	1,056,766

All support costs are undertaken from unrestricted funds. Governance costs are allocated based on a proportion of officer time spent on the administration of Trustee and Committee related meetings.

During the year a reanalysis of costs was undertaken between Town Clerks, Chamberlains and Governance costs. The reanalysed costs are included in the table above, with a restatement of costs for the previous year in the table below.

**Support costs restated**

	Charitable activities £	Governance £	2018/19 £	2017/18 £
Department:				
Chamberlain	189,253	-	<b>189,253</b>	166,775
Comptroller & City Solicitor	37,669	-	<b>37,669</b>	63,619
Town Clerk	-	109,731	<b>109,731</b>	124,290
City Surveyor	369,292	-	<b>369,292</b>	397,539
Open Spaces directorate	79,673	-	<b>79,673</b>	80,202
Other governance & support costs	76,827	-	<b>76,827</b>	70,485
Digital Services	194,321	-	<b>194,321</b>	186,875
Sub-total	947,035	109,731	<b>1,056,766</b>	1,089,785
Reallocation of governance costs	109,731	(109,731)	-	-
Total support costs	1,056,766	-	<b>1,056,766</b>	1,089,785

## 8. DETAILS OF STAFF COSTS

All staff that work on behalf of the charity are employed by the City Corporation. The average number of people directly undertaking activities on behalf of the charity during the year was 82 (2018/19: 82).

Amounts paid in respect of employees directly undertaking activities on behalf of the charity were as follows:

	2019/20	2018/19
	£	£
Salaries and wages	<b>2,255,604</b>	2,179,625
National Insurance costs	<b>206,146</b>	197,293
Employer's pension contributions	<b>467,732</b>	449,943
<b>Total emoluments of employees</b>	<b>2,929,482</b>	2,826,861

The number of directly charged employees whose emoluments (excluding employer's pension contribution and national insurance contribution) for the year were over £60,000 was 1.0 (2018/19: 1.0).

	2019/20	2018/19
£70,000 - £79,999	<b>1.0</b>	1.0
	<b>1.0</b>	1.0

### Remuneration of Key Management Personnel

The charity considers its key management personnel to comprise the Members of the City of London Corporation, acting collectively for the City Corporation in its capacity as the Trustee, and the Director of Open Spaces who manages the seven open spaces funded by the City of London Corporation. A proportion of the Directors' employment benefits are allocated to this charity.

Support is also provided by other chief officers and their departments from across the City of London Corporation, including the Town Clerk and Chief Executive, Chamberlain, Comptroller and City Solicitor and City Surveyor.

The amount of employee benefits received by key management personnel totalled £23,090 (2018/19: £22,196). No members received any remuneration, with directly incurred expenses reimbursed, if claimed. No expenses were claimed in 2019/20 (2018/19: £nil).

## 9. HERITAGE ASSETS

	2016 £	2017 £	2018 £	2019 £	2020 £
<b>Cost</b>					
At 1 April	388,382	388,382	388,382	388,382	388,382
<b>At 31 March</b>	<b>388,382</b>	<b>388,382</b>	<b>388,382</b>	<b>388,382</b>	<b>388,382</b>
<b>Depreciation</b>					
At 1 April	2,746	3,707	4,667	5,628	6,589
Charge for the year	961	960	961	961	961
<b>At 31 March</b>	<b>3,707</b>	<b>4,667</b>	<b>5,628</b>	<b>6,589</b>	<b>7,550</b>
<b>Net book value</b>					
<b>At 31 March 2020</b>	<b>384,675</b>	<b>383,715</b>	<b>382,754</b>	<b>381,793</b>	<b>380,832</b>
At 31 March 2019	385,636	384,675	383,715	382,754	381,793

Since 1878 the primary purpose of the charity has been the preservation of Epping Forest for the recreation and enjoyment of the public. As set out in Note 1(j), the original heritage land and buildings are not recognised in the Financial Statements. Policies for the preservation and management of Epping Forest are contained in the Epping Forest Conservation Management Plan 2010. Records of heritage assets owned and maintained by Epping Forest can be obtained from the Director of Open Spaces at the principal address as stated on page 36.

## 10. TANGIBLE FIXED ASSETS

	Land and Buildings £	Infrastructure £	Vehicles £	Equipment £	Total £
<b>Cost</b>					
At 1 April 2019	3,661,845	4,316,167	189,736	409,738	8,577,486
<b>At 31 March 2020</b>	<b>3,661,845</b>	<b>4,316,167</b>	<b>189,736</b>	<b>409,738</b>	<b>8,577,486</b>
<b>Depreciation</b>					
At 1 April 2019	1,302,119	1,051,766	64,509	333,831	2,752,225
Charge for the year	197,833	230,953	33,625	5,422	467,833
Disposals	-	-	-	-	-
<b>At 31 March 2020</b>	<b>1,499,952</b>	<b>1,282,719</b>	<b>98,134</b>	<b>339,253</b>	<b>3,220,058</b>
<b>Net book value</b>					
<b>At 31 March 2020</b>	<b>2,161,893</b>	<b>3,033,448</b>	<b>91,602</b>	<b>70,485</b>	<b>5,357,428</b>
At 31 March 2019	2,359,726	3,264,401	125,227	75,907	5,825,261

## 11. FIXED ASSET INVESTMENTS

The investments are held in the City of London Corporation Charities Pool, a charity registered in the UK with the Charity Commission (charity number 1021138). The Charities Pool is a UK registered unit trust.

The value of investments held by the charity are as follows:

	2020 £	2019 £
Market value 1 April	3,819	3,854
(Loss) for the year	(711)	(35)
<b>Market value 31 March</b>	<b>3,108</b>	<b>3,819</b>
<b>Cost 31 March</b>	<b>438</b>	<b>438</b>
Units held in Charities Pool	<b>438</b>	<b>438</b>

The geographical spread of listed investments as at 31 March 2020 was as follows:

	Held in the UK £	Held outside the UK £	Total at 31 March 2020 £	Held in the UK £	Held outside the UK £	Total at 31 March 2019 £
Equities	2,400	360	<b>2,760</b>	2,952	435	3,387
Bonds	-	-	-	-	-	-
Pooled Units	224	-	<b>224</b>	260	-	260
Cash held by Fund Manager	124	-	<b>124</b>	172	-	172
<b>Total</b>	<b>2,748</b>	<b>360</b>	<b>3,108</b>	<b>3,384</b>	<b>435</b>	<b>3,819</b>

## 12. DEBTORS – AMOUNTS DUE WITHIN ONE YEAR

	2020 £	2019 £
Rental debtors	<b>116,974</b>	120,025
Prepayments and accrued income	<b>36,708</b>	36,373
Recoverable VAT	<b>88,606</b>	104,055
Other debtors	<b>50,860</b>	353,860
<b>Total</b>	<b>293,148</b>	<b>614,313</b>

Other debtors consist of sundry debtors of £50,860 (2018/19: £351,749). The reduction in sundry debtors is owing to a known and planned decrease in 2019/20 grants due to a hiatus in the old scheme ending and being replaced with the new Countryside Stewardship Scheme. 2018/19 other debtors included Carbon Reduction Commitment allowance of £2,111.

**13. CREDITORS – AMOUNTS DUE WITHIN ONE YEAR**

	2020	2019
	£	£
Trade creditors	84,818	305,303
Accruals	135,170	385,813
Deferred income	85,802	87,093
Other creditors	52,046	32,693
<b>Total</b>	<b>357,836</b>	<b>810,902</b>

Other creditors consist of sundry creditors.

Deferred income relates to rental income received in advance for periods after the year-end.

	2020	2019
	£	£
<b>Deferred income analysis within creditors:</b>		
Balance at 1 April	87,093	104,125
Amounts released to income	(87,093)	(104,125)
Amounts deferred in the year	85,802	87,093
<b>Balance at 31 March</b>	<b>85,802</b>	<b>87,093</b>

**14. CREDITORS – AMOUNTS DUE AFTER MORE THAN ONE YEAR**

	2020	2019
	£	£
Sundry deposits	48,510	44,760
<b>Total</b>	<b>48,510</b>	<b>44,760</b>

These consist of rent deposits due after more than one year.

**15. ANALYSIS OF NET ASSETS BY FUND**

At 31 March 2020

Unrestricted Income Funds

	General Funds	Designated Funds	Total at 31 March 2020	Total at 31 March 2019
	£	£	£	£
Heritage Assets	-	380,832	380,832	381,793
Tangible Assets	-	5,357,428	5,357,428	5,825,261
Investments	-	3,108	3,108	3,819
Current Assets	406,346	669,138	1,075,484	1,612,240
Current Liabilities	(357,836)	-	(357,836)	(810,902)
Non-Current Liabilities	(48,510)	-	(48,510)	(44,760)
<b>Total</b>	<b>-</b>	<b>6,410,506</b>	<b>6,410,506</b>	<b>6,967,451</b>



At 31 March 2019

## Unrestricted Income Funds

	General Funds £	Designated Funds £	Total at 31 March 2019 £	Total at 31 March 2018 £
Heritage Assets	-	381,793	381,793	382,754
Tangible Assets	-	5,825,261	5,825,261	6,179,142
Investments	-	3,819	3,819	3,854
Current Assets	855,662	756,578	1,612,240	1,377,795
Current Liabilities	(810,902)	-	(810,902)	(578,646)
Non-Current Liabilities	(44,760)	-	(44,760)	(44,760)
<b>Total</b>	<b>-</b>	<b>6,967,451</b>	<b>6,967,451</b>	<b>7,320,139</b>

**16. MOVEMENT IN FUNDS**

At 31 March 2020	Total as at 1 April 2019 £	Income £	Expenditure £	Gains & (losses) £	Transfers £	Total as at 31 March 2020 £
Unrestricted funds:						
General funds	-	6,584,647	(6,566,476)	-	(18,171)	-
Designated funds:						
Tangible fixed assets	5,825,261	-	(467,833)	-	-	<b>5,357,428</b>
Heritage assets	381,793	-	(961)	-	-	<b>380,832</b>
Capital fund	538,804	-	(100,950)	-	-	<b>437,854</b>
Sports ground deposit	3,915	-	-	(711)	-	<b>3,204</b>
Golf course machinery fund	27,716	-	-	-	-	<b>27,716</b>
Knighton Wood maintenance	5,801	-	-	-	-	<b>5,801</b>
Branching Out project	42,423	-	-	-	-	<b>42,423</b>
Future green infrastructure fund	12,269	-	(4,661)	-	-	<b>7,608</b>
Cattle purchase fund	29,469	-	-	-	18,171	<b>47,640</b>
Wanstead Park/Flats future projects fund	100,000	-	-	-	-	<b>100,000</b>
<b>Total designated funds</b>	<b>6,967,451</b>	<b>-</b>	<b>(574,405)</b>	<b>(711)</b>	<b>18,171</b>	<b>6,410,506</b>
<b>Total unrestricted funds</b>	<b>6,967,451</b>	<b>6,584,647</b>	<b>(7,140,881)</b>	<b>(711)</b>	<b>-</b>	<b>6,410,506</b>
<b>Total funds</b>	<b>6,967,451</b>	<b>6,584,647</b>	<b>(7,140,881)</b>	<b>(711)</b>	<b>-</b>	<b>6,410,506</b>

At 31 March 2019	Total as at 1 April 2018 £	Income £	Expenditure £	Gains & (losses) £	Transfers £	Total as at 31 March 2019 £
Restricted funds:						
Environmental Programme	-	10,500	(10,500)	-	-	-
Mathematics Education	-	1,050	(1,050)	-	-	-
Parklife Project	-	29,796	(29,796)	-	-	-
Total restricted funds	-	41,346	(41,346)	-	-	-
Unrestricted funds:						
General funds	-	6,648,372	(6,642,366)	-	(6,006)	-
Designated funds:						
Tangible fixed assets	6,179,142	96,627	(450,508)	-	-	5,825,261
Heritage assets	382,754	-	(961)	-	-	381,793
Capital fund	538,804	-	-	-	-	538,804
Sports ground deposit	3,950	-	-	(35)	-	3,915
Golf course machinery fund	27,716	-	-	-	-	27,716
Knighton Wood maintenance	5,801	-	-	-	-	5,801
Branching Out project	42,423	-	-	-	-	42,423
Future green infrastructure fund	16,086	-	(3,817)	-	-	12,269
Cattle purchase fund	23,463	-	-	-	6,006	29,469
Wanstead Park/Flats future projects fund	100,000	-	-	-	-	100,000
Total designated funds	7,320,139	96,627	(455,286)	(35)	6,006	6,967,451
Total unrestricted funds	7,320,139	6,744,999	(7,097,652)	(35)	-	6,967,451
Total funds	7,320,139	6,786,345	(7,138,998)	(35)	-	6,967,451

## Purposes of designated funds

Designated funds have been set aside by the Trustee for the following purposes:

- i. **Fixed Assets** – these are included at historic cost less depreciation on a straight line basis to write off their costs over their estimated useful lives and less any provision for impairment. At 31 March 2020 the net book value of fixed assets relating to direct charitable purposes amounted to £5,357,428 (2018/19: £5,825,261).
- ii. **Heritage Assets** – additions to land and capital expenditure on buildings and other assets are included as fixed assets at historic cost, less provision for depreciation and any impairment. The net book value of heritage assets to direct charitable purposes at 31 March 2020 was £380,832 (2018/19: £381,793).
- iii. **Capital Fund** - the Epping Forest capital fund was established under the Epping Forest and Open Spaces Act 1878. The fund finances the purchase, construction, or repair of Forest buildings and can also be used to purchase further charitable land. The income of the fund is comprised of income from the sale of buildings and by any contribution the City of London Corporation may wish to make to the fund. Epping Forest and Commons Committee agreed to release £153,000 from the Forest Fund to finance refurbishment under the funds repair power to provide a reliable source of income for Forest Management by bringing Lodges to a rentable standard, while also providing social benefits around the provision of much needed local housing. £100,950 was utilised in 2019/20 (2018/19: £nil).
- iv. **Sports grounds deposit** – sum of money was invested in 1968 relating to the Sports ground.

- v. *Golf course machinery fund* – the purpose of this fund is to provide for the future replacement of plant and equipment at Chingford Golf Course. No purchases were made during 2019/20 (2018/19: £nil).
- vi. *Knighton Wood maintenance* - a gift was made in 1930 to be spent on maintaining the beauty of Knighton Wood. The unused balance of the fund was invested in 1931 for future use. Charity Pool units relating to E.N. Buxton Knighton Wood were sold in 2016/17. It is anticipated this will be spent in 2020/21.
- vii. *Branching Out project* - Epping Forest was awarded a £4.76m Stage 3 grant by Heritage Lottery Fund in March 2009, towards the £6.8m cost of the 'Branching Out' project. The fund is used to finance the costs of the project that are not met by the grant and are to be provided by Epping Forest. The scheme was completed in 2017/18. Verification of final accounts is underway.
- viii. *Future green infrastructure fund* - The Green Arc Partnership takes a strategic view of future 'green' infrastructure, principally the provision of further public open space in London's peri-urban fringe and metropolitan green belt. The City of London as the lead authority holds the funding and meets expenditure when required. Expenditure amounted to £4,661 in 2019/20 (2018/19: £3,817).
- ix. *Cattle purchase fund* - The purpose of this fund is to provide for the future purchase of cattle. £18,171 was transferred into reserve as at 31 March 2020 (2018/19: £6,006).
- x. *Wanstead Park/Flats future projects fund* - the City of London Corporation received a payment of £195,000 as a fee-in-lieu-of-rent in compensation for the temporary use of part of Wanstead Flats for 90 days spanning the 2012 Olympic and Paralympic Games. No expenditure incurred during the accounting period. The balance of £100,000 will be used for future projects at Wanstead Park and Wanstead Flats.

## 17. RELATED PARTY TRANSACTIONS

The City Corporation is the sole Trustee of the charity, as described on page 2. The City Corporation provides various services to the charity, the costs of which are recharged to the charity. This includes the provision of banking services, charging all transactions to the charity at cost and crediting or charging interest at a commercial rate. The cost of these services is included within expenditure, as set out in note 6.

The charity is required to disclose information on related party transactions with bodies or individuals that have the potential to control or influence the charity. Members are required to disclose their interests, and these can be viewed online at [www.cityoflondon.gov.uk](http://www.cityoflondon.gov.uk).

Members and senior staff are requested to disclose all related party transactions, including instances where their close family has made such transactions.

Figures in brackets represent the amounts due at the balance sheet date. Other figures represent the value of the transactions during the year.

<b>Related party</b>	<b>Connected party</b>	<b>2019/20 £</b>	<b>2018/19 £</b>	<b>Detail of transaction</b>
City of London Corporation	The City of London Corporation is the Trustee for the charity	<b>5,257,380</b>	4,999,068	The City of London Corporation's City's Cash meets the deficit on running expenses of the charity
		<b>(nil)</b>	(nil)	
		<b>1,022,410</b>	1,056,766	Administrative services provided for the charity
		<b>(nil)</b>	(nil)	
		<b>3,639</b>	5,340	Distribution from the Charities Pool
		<b>(nil)</b>	(nil)	

## REFERENCE AND ADMINISTRATION DETAILS

**CHARITY NAME:** Epping Forest

Registered charity number: 232990

**PRINCIPAL OFFICE OF THE CHARITY & THE CITY CORPORATION:**

Guildhall, London, EC2P 2EJ

**TRUSTEE:**

The Mayor and Commonalty & Citizens of the City of London

**SENIOR MANAGEMENT:**

**Chief Executive**

John Barradell OBE - The Town Clerk and Chief Executive of the City of London Corporation

**Treasurer**

Dr Peter Kane - The Chamberlain of the City of London Corporation

**Solicitor**

Michael Cogher - The Comptroller and City Solicitor of the City of London Corporation

**Open Spaces**

Colin Buttery – Director of Open Spaces

**AUDITORS:**

BDO LLP, 55 Baker Street, London, W1U 7EU

**BANKERS:**

Lloyds Bank Plc., P.O. Box 72, Bailey Drive, Gillingham Business Park, Kent ME8 0LS

**INVESTMENT ADVISORS:**

Artemis Investment Management Limited, Cassini House, 57 St. James's Street, London, SW1A 1LD

Contact for The Chamberlain, to request copies of governance documents & of the Annual Report of City's Cash:

[PA-DeputyChamberlain@cityoflondon.gov.uk](mailto:PA-DeputyChamberlain@cityoflondon.gov.uk)