



Hampstead Heath Consultative Committee

Date: MONDAY, 22 APRIL 2024
Time: 5.30 pm
Venue: COMMITTEE ROOMS, WEST WING, GUILDHALL.

Members:

William Upton KC (Chairman)	Sharlene McGee, (Leonard Cheshire)
Liz Andrew, London Natural History Society	Helen Payne, (Friends of Kenwood)
Ray Booth, (Barnet Mencap)	Harunur Rashid, (Black and Minority Ethnic Communities representative)
Nick Bradfield, (Dartmouth Park Conservation Area Advisory Committee)	Susan Rose, (Highgate Conservation Area Advisory Committee)
John Foley	Ellin Stein, (Mansfield Conservation Area Advisory Committee & Neighbourhood Association Committee)
Merlin Fox, (Heath Hands)	Richard Sumray, (London Council for Sport and Recreation)
John Etheridge, South End Green Association	Jeff Waage, (Heath & Hampstead Society)
Colin Gregory, (Hampstead Garden Suburb Residents' Association)	Steve Ripley, Ramblers Association
Michael Hammerson, (Highgate Society)	David Walton, (Representative of Clubs using facilities on the Heath)
Dr Gaye Henson, (Marylebone Birdwatching Society)	John Weston, (Hampstead Conservation Area Advisory Committee)
Simon Hunt, (Open Spaces Society)	Simon Williams, (Vale of Health Society)

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Ian Thomas CBE
Town Clerk and Chief Executive

AGENDA

NB: Certain items presented for information have been marked * and will be taken without discussion, unless the Committee Clerk has been informed that a Member has questions or comments prior to the start of the meeting.

Part 1 - Public Agenda

1. **APOLOGIES**

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

3. **MINUTES**
 - a) To agree the draft minutes of Hampstead Heath Consultative Committee held on 15 January 2024 (Pages 7 - 14)
 - b) *To note the draft minutes of Hampstead Heath, Highgate Wood and Queen's Park Committee held 12 February 2024 (Pages 15 - 20)
 - c) *To note the draft minutes of the Sports Advisory Forum Minutes held on 28 February 2024 (Pages 21 - 24)

4. ***HEATH HANDS UPDATE - MARCH 2024**

Report of Heath Hands.

For Information
(Pages 25 - 26)

5. **ASSISTANT DIRECTOR'S REPORT**

Report of the Interim Executive Director, Environment.

For Discussion
(Pages 27 - 36)

6. **MANAGEMENT PRIORITIES FOR FY'2024-25 (BUSINESS PLAN)**

Report of the Interim Executive Director, Environment.

For Discussion
(Pages 37 - 44)

7. **REVIEW OF CURRENT DESIGNATED, UNRESTRICTED, AND RESTRICTED INCOME FUNDS HELD AND PROPOSED CHANGES**

Report of the Interim Executive Director, Environment.

For Discussion
(Pages 45 - 48)

8. ***DECISIONS TAKEN UNDER DELEGATED AUTHORITY OR URGENCY POWERS**

Report of the Town Clerk.

For Information

a) Hampstead Heath Fees and Charges for Financial Year 2024-2025 (Pages 49 - 50)

b) Parliament Hill Athletics Track (Pages 51 - 52)

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

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

Part 2 - Non-Public Agenda

11. **EXCLUSION OF THE PUBLIC**

The following matters relate to business under the remit of the Court of Common Council acting for the City Corporation as charity Trustee, to which Part VA and Schedule 12A of the Local Government Act 1972 public access to meetings provisions do not apply. The following items contain sensitive information which it is not in the best interests of the charity to consider in a public meeting (engaging similar considerations as under paragraphs 3 and 5 of Schedule 12A of the 1972 Act) and will be considered in non-public session.

For Decision

12. ***TO NOTE THE DRAFT NON-PUBLIC MINUTES OF THE HAMPSTEAD HEATH, HIGHGATE WOOD AND QUEEN'S PARK COMMITTEE HELD ON 12 FEBRUARY 2024**

For Information
(Pages 53 - 54)

13. ***DECISIONS TAKEN UNDER DELEGATED AUTHORITY OR URGENCY POWERS**

Report of the Town Clerk.

For Information
(Pages 55 - 56)

14. **CORPORATE CHARITIES REVIEW SCOPING EXERCISE TO SUPPORT THE
NATURAL CHARITIES REVIEW**

Joint Report of the Managing Director, Bridge House Estates and Interim Executive
Director, Environment.

For Discussion
(Pages 57 - 68)

15. **DATE OF NEXT MEETING - 10 JUNE 2024**

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HAMPSTEAD HEATH CONSULTATIVE COMMITTEE Monday, 15 January 2024

Minutes of the meeting of the Hampstead Heath Consultative Committee held at COMMITTEE ROOMS, 2ND FLOOR, WEST WING, GUILDHALL on Monday, 15 January 2024 at 5.30 pm

Present

Members:

William Upton KC (Chairman)
John Arnoldi
John Foley
Colin Gregory
Michael Hammerson
Michelle Martin
Helen Payne
Richard Summary
David Walton
Jeff Waage

Officers:

Emily Brennan	- Natural Environment Director
William LoSasso	- Environment Department
Charlotte Williams	- Environment Department
Paul Maskell	- Environment Department
Jonathan Meares	- Environment Department

1. APOLOGIES

Apologies were received from Ray Booth and Liz Andrew.

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

There were no declarations.

3. MINUTES

The Chairman referred to a request from Rachel Chapman, Chair of the Trustees of Heath Hands, that John Arnoldi act as Heath Hands representative on the Committee moving forward.

John Arnoldi introduced himself, provided information on his background as a volunteer and Trustee at Heath Hands over the last five years confirming that he was very happy to commit to a role working on the Committee, with Members endorsing the appointment. The Chairman welcomed Mr Arnoldi to the Committee adding how his appointment would also need the endorsement of Hampstead Heath, Highgate Wood and Queen's Park Committee

- a) The minutes of Hampstead Heath Consultative Committee held on 30 October 2023

Reference was made to the Assistant Director's update and the World Cross Country Championships. The date of the event should be January 20th, with it being further clarified that it was the 'trials of the International Cross Country Championships' and not the 'World Cross Country Championships' itself.

It was further noted that it should read 'Conker' festival and not 'Conquer' Festival.

A Member referred a point that 'Members expressed interest in understanding the areas of over 'overspending' but suggested this should in fact read 'underspending', with this point relating to money that could not be spent owing to vacancies that were to be filled.

RESOLVED: That the minutes of the Hampstead Heath Consultative Committee meeting on 30 October 2023 be approved, subject to inclusion of the amendments as detailed.

- b) The draft minutes of Hampstead Heath, Highgate Wood and Queen's Park Committee held on 29 November 2023 were noted.

Matters Arising

Operational Finance Progress Report

A Member remarked on the reference to 'an underspend of £468,000' in the current financial year with this appearing a significant sum, and it was questioned whether the Assistant Director could provide an update on how this was going to be responded to. It was agreed that the Assistant Director would respond to this point during his update at item 5.

Natural Environment Board Strategy

A Member commented on the Natural Environment Board Strategy having been referenced in both sets of minutes presented today. The strategy included nature conservation, community engagement, access and recreation, culture heritage and learning which were all issues this committee were involved in. It was further noted that the Strategy appeared to be going forward to Natural Environment Board for approval before its dissemination for engagement and consultation with this committee.

The Director clarified that a high-level vision mission had been developed with four strategies based on four priorities that were already in development and which had gone to Natural Environment Board for approval as the governing body, with a launch due at the end of this month. It was further clarified that the strategies were high-level, with the different strands at an operational level being picked up through Business Plans and each area working with their respective Consultative Committees on how to implement those strategies in each area. This would provide an opportunity to provide input as necessary. It was further clarified that there would be an opportunity to review how the strategies aligned to management in each area and to engage relevant stakeholders at an appropriate point when there would be an opportunity to feed in.

A Member noted that a strategy was being reviewed for the Heath with contributions welcomed, adding how this was done from the bottom up and it was suggested that the Natural Environment Board Strategy would have benefited from following the same approach to allow Consultative and Management Committees to feed into what was being formulated.

There was a brief discussion regarding the number of meetings in a year and sequencing of this during the year, noting that this continued to be reviewed.

4. **HEATH HANDS UPDATE - DECEMBER 2023**

The committee received an update relating to Heath Hands activity programmes and participants involved in these.

The Heath Hands representative highlighted a number of key points, including the number of ongoing successful events, a positive number of responses and feedback received to a survey of the volunteering community on the value of sessions that were being delivered. Corporate volunteering had seen significant development over the past three years in response to companies wanting to get their employees involved in volunteering work. All Members were invited to visit the Dairy Interpretation Centre with there already having been two and half thousand visitors since it opened in May.

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At this point in the meeting, Michelle Martin from Vale of Health Society, joined the meeting confirming that she would be taking over as Health of Vale's representative on the Committee moving forward. The Chairman noted this and reminded the Committee of a need to confirm and seek endorsement of appointments from Hampstead Heath, Highgate Wood and Queen's Park Committee.

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During the discussion a number of points were raised as follows: -

- There was an acknowledgement that Local Authorities were relying increasingly on volunteering to support its park management.
- Heath Hands has a role acting as a key link between the City Corporation and English Heritage.
- More joined up thinking was needed in working together. It was important to be in sync with any agreement; needing to be clear on areas of interaction and overlap.
- Heath Hands was undertaking some very interesting work in terms of increasing diversity of users to the Heath.
- In partnership, it would be good to see more in a land management role and also in an educational role given there were real synergies in these areas; taking the opportunity to think more creatively.
- There was an opportunity to engage with communities that were relatively hard to reach, with a focus on young people and introducing greater diversity.

- Developing links with schools further, particularly at secondary level may be a way in which to engage helpfully with young people.
- It was proposed arranging walks on the Heath for general members of the public to explain how it was managed and allow an understanding of its complexity.

In response, the Heath Hands representative remarked on how he appreciated all the input, noting these were areas that were already being considered or would certainly benefit from further consideration. Engaging with schools around the Heath was already taking place, with a key challenge to widen this engagement and increase diversity.

In conclusion, thanks and congratulations were conveyed to Heath Hands for all their work, engaging with the community to the benefit of both the Heath and to the community. There was agreement on a need to continue working in partnership for the benefit of the Heath.

RESOLVED – That, the update be noted.

5. **ASSISTANT DIRECTORS UPDATE**

The Committee received a report of the Executive Director Environment providing Members with an update on matters relating to Hampstead Heath since the last Hampstead Health Consultative Committee meeting on 30 October 2023.

A Member conveyed their thanks to the City Corporation for what had been achieved with the athletics track refurbishment, the speed with which the whole project had gone through and with the track now being well used by people.

A Member noted a proposal to relocate the cricket nets and questioned the reasons and options, to which the Assistant Director responded confirming that, subject to capacity at an officer level, the intention was to dual track raising the necessary funding for the project with seeking planning permission to compress the project schedule overall. Relocation of nets from one area of the Heath to another, a quote has been provided and with there being a review of funding available and the main reason for its relocation being the current location being close to pathways used by dog walkers and this presenting a safety issue for other users of the site.

The Chairman referred to a soft opening of the athletics track with Highgate Harriers keen to get back on track and start training for the new season. The project was now in the final stages through an administrative process of final sign off and obtaining certificates before the project reaches its conclusion. The intention remains to hold a grand opening of the athletics track at the beginning of the athletics season and allow an opportunity to celebrate it.

Members noted that the Heath Extension Playground project had now been completed and with the playground now ready to be used. The Chairman conveyed his thanks to all involved for their efforts in sprucing everything up and for the donations that had made it all possible.

The Assistant Director took the opportunity to thank Heath Hands, with the new partnership agreement that was continuing to be worked on being a reflection of the evolving and beneficial partnership working with the City Corporation. Reference was made to the funding campaigns to fund particular projects on the Heath and taking the opportunity to rethink, reprioritise and looking at the potential to relaunch these where appropriate.

The value of any campaign to raise money on the Heath was questioned owing to a lack of resonance with the public. As such, any fund raising would need to be specific and focussed on one or two campaigns at any one time. Clear effective communications would be needed around any campaign; clearly setting out the City Corporation's role and why charity and fundraising was required.

In response to a question, Members received an update on tree health following the recent storm and also in dealing with tree diseases. It was further noted that as part of the Climate Action Strategy, work remained ongoing looking at the resilience of the Heath and looking to ensure ongoing tree health.

A Member remarked on the budget underspend previously reported and requested an update, to which the Assistant Director responded confirming the financial position had now changed since the previous period of reporting and with an underspend no longer expected which was a reflection of the ongoing commitment to investing in the Heath.

RESOLVED – That, the report be noted.

6. **HAMPSTEAD HEATH CONSTABULARY UPDATE**

The Committee received a report the Executive Director, Environment providing the Committee with an update on the Hampstead Heath Constabulary ("the Constabulary") operations since the previous report on 30th October 2023.

During discussion that followed reference was made to a need for the Constabulary to operate in a 'visible manner', but with the current size of the Constabulary it was not considered possible to offer an effective visible presence, with the position needing to be reviewed. It was important for people to feel safe on the Heath, with there being a need to provide re-assurance through visibility and with concerns raised that this would not be possible with the numbers as they were. Members referred to the minutes of the previous Management Committee, and did not agree with the observation that there were concerns or confusion regarding the constabulary's uniforms and their role. A member commented that the potential reputational risk for the Corporation was the other way round, with the risk being if it did not do this role.

The importance of tracking and observing trends was highlighted, with further thought needed on how information can be presented to help with Members' consideration of key areas to focus and prioritise moving forward. A Member noted reference to a Sexual Activity Working Group, all the good work it previously did and whether it could be revived. Concern was raised regarding drug use and considering automatically involving the Metropolitan Police in

dealing with drug dealing on the Heath, which it was confirmed happened already. It was suggested that relevant Managers attend committee meetings moving forward.

In response, Members noted that a new digital platform was being explored that could hopefully support trend analysis moving forward, with the Sexual Activity Working Group being actively looked at with the suggestion for its reinstatement having come from other community stakeholders also. There was agreement on sourcing relevant information from Managers and providing this for the Committee's review, either by way of a reporting or in person attendance; this would be taken away to consider further.

RESOLVED – That, the report be noted.

7. **CURRENT STRUCTURE OF NORTH LONDON OPEN SPACES**

The Committee received a report providing Members with an update on the current structure of North London Open Spaces, the sub-division of the City of London Corporation that oversees Hampstead Heath.

The Natural Environment Director provided Members with background to the rationale and vision for the new structure and its current position.

During the discussion that followed the following points were raised.

- It was questioned how much the new Target Operating Model was led by a desire to have a different shape to the department as opposed to budget changes. In response, it was clarified that there were two strands, through aligning to a rebranding as Natural Environment Division and also through looking to addressing budgetary pressures; with a requirement across the City Corporation to focus on achieving efficiencies, savings or income generation. It was further clarified that the focus was very much on working through the structure that was now in place.
- The rationale for changes to the structure had not been explained; it would be helpful to understand why the division had been made and what advantages these changes were bringing. Huge synergies had been created from establishing one division; there was now a need to focus on what was being delivered on the ground focusing on areas of improvement. Focussing on existing operations and ensure these were work effectively with this Committee having an important role in providing feedback.
- Natural Environment vision, mission and strategies were due to be published in advance of Natural Environment Board dinner in January with the next step being to work with various committees to review management and business plans to make sure there was a golden thread running all the way through these and aligning to strategic priorities for the division.
- A Member highlighted a need for the Committee to be involved at a strategic level to ensure the Heath was being factored in when new strategies were being developed where it would have a key role e.g., Sports Strategy.

The Chairman and Members took the opportunity to thank Jonathan Meares for all his work as Acting Superintendent.

8. **REVIEW OF THE 2023 EVENTS PROGRAMME & PROVISIONAL EVENTS PLANNED FOR THE 2024 PROGRAMME**

The Committee considered a report of the Executive Director Environment, detailing the last year's events programme and detailing the provisional 2024 events schedule.

The importance of the Events Policy was stressed, which offered a level of re-assurance that events were not only about monetisation. The King's Coronation Event was highlighted as a key partnership event that allowed for a very special day through the impressive work of staff, users who could enjoy the day and all the work of partners in delivering a great day.

Members noted that the Christmas fayre was not very well attended owing to weather conditions at the time, but that it would be coming back for a third year to complete the contract for the event. International Cross-Country Championships would be a great event with word class athletes for Members to come along and watch.

RESOLVED: That Members: -

- Approved the large and major events proposed as part of the provisional 2024 Events Programme for Hampstead Heath.

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

There were no questions.

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

The Chairman raised the following two items of business:

Martin Russell Deputy Lieutenant London Borough of Barnet – Awarded an MBE in the New Year's Honours List partly in recognition of his work on events such as the Coronation and all his work in London Borough of Barnet. The Chairman extended the Committee's congratulations for what was a very well-deserved honour for Martin Russell does.

Memorial for Declan Gallagher – The Chairman questioned what might be an appropriate memorial and confirmed something would be put in writing and circulated for Members' consideration and feedback. It would be hoped to have something ready by 30th April, which would be an anniversary date, but with it being more important to get it right. Looking at something around the bandstand, something around the wall garden, possibly a bench. These were ideas that have emerged. The Chairman added how he would welcome input from Members of the Committee and for them to feed in their thoughts.

Members raised an item:

Christmas Trees – Members asked why Christmas Trees were not collected this year. Most years in the past, Christmas trees had been collected at particular points on the Heath by the Corporation. It was a service found useful by the community and it was asked that this should be looked at again. A Member referred to a lot of fly tipping of these trees in the area. In response, the Assistant Director confirmed that the Environment Department were in regular communication with colleagues at London Borough of Camden on a range of areas including tree removal through their contractor Veolia. The City Corporation did not provide the service this year as its chipper was down. This was communicated to the London Borough of Camden months in advance, so it would not have been a surprise to them. A communications campaign was also run, which obviously did not reach everyone concerned and so this would be taken as a good learning point.

11. **DATE OF NEXT MEETING - 22 APRIL 2024**

The meeting ended 7.50pm

Chairman

Contact Officer:

Blair.Stringman@cityoflondon.gov.uk

[minutes prepared by **Chris Rumbles, City of London**]

HAMPSTEAD HEATH, HIGHGATE WOOD AND QUEEN'S PARK COMMITTEE **Monday, 12 February 2024**

Minutes of the meeting of the Hampstead Heath, Highgate Wood and Queen's Park Committee held at Committee Room 3 - 2nd Floor West Wing, Guildhall on Monday, 12 February 2024 at 4.00 pm

Present

Members:

William Upton KC (Chair)
Alderman Gregory Jones KC (Deputy Chairman)
Deputy John Absalom
John Beyer
Deputy Timothy Butcher
John Foley
Matthew Frith
Jason Groves
Caroline Haines (Ex-Officio Member)
Emily Hills
Michael Hudson
Pauline Lobo
Deputy Charles Edward Lord
Wendy Mead
Councillor Arjun Mittra
Alethea Silk

Officers:

Jonathan Meares	- Environment Department
Bob Roberts	- Environment Department
Clem Harcourt	- Chamberlain's Department
Simon Owen	- Chamberlain's Department
Emily Brennan	- Environment Department
William LoSasso	- Environment Department
Joanne Hill	- Environment Department
Jayne Moore	- Town Clerk's Department
Charlotte William	- Environment Department
Isobel Tucker	- City Surveyor's
Edward Wood	- Comptroller & City Solicitor's

1. APOLOGIES

Alderman Gregory Jones KC chaired the meeting, with William Upton KC observing the meeting remotely.
Apologies were received from Andrew McMurtie.

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

There were no declarations.

3. **MINUTES:**

4. **TO AGREE THE PUBLIC MINUTES AND SUMMARY OF THE HAMPSTEAD HEATH, HIGHGATE WOOD AND QUEEN'S PARK COMMITTEE MEETING HELD ON 29 NOVEMBER 2023.**

RESOLVED, That the minutes of the meeting of 29 November 2023 be approved as an accurate record of the proceedings.

5. **TO NOTE THE MINUTES OF THE HAMPSTEAD HEATH CONSULTATIVE COMMITTEE MEETING HELD 15 JANUARY 2024**

The Committee noted the draft minutes of the meeting of the Hampstead Heath Consultative Committee of 15 January 2024.

RESOLVED, That the Committee endorse these two appointments (as proposed by William Upton KC, seconded by Alderman Gregory Jones KC):

- John Arnoldi as Heath Hands representative; and
- Michelle Martin as Vale of Health Society representative.

6. **DIRECTOR'S REPORT**

The Committee noted the report of the Executive Director Environment providing Members with an update on matters relating to Hampstead Heath, Highgate Wood, and Queen's Park since the last Committee meeting of 29 November 2023.

7. **ASSISTANT DIRECTOR'S REPORT**

The Committee noted the report of the Executive Director Environment providing Members with an update on matters relating to Hampstead Heath, Highgate Wood, and Queen's Park since the last Committee meeting of 29 November 2023.

On the Ponds access project, the meeting heard that the project is not yet complete - the expected return date of the contractors is in late February 2024 with completion expected in late March 2024.

A Member commented that there was merit in further greening upon completion of the project at the mixed pond. The meeting heard that the option of a natural barrier is being explored.

The meeting heard, in response to a question, that the ponds remain open during the works, with a few short closures for materials deliveries.

On Queen's Park, the meeting heard (in response to a Member question) that the sandpit project is expected to be complete by late March 2024.

On the lower threshold of closing Highgate Wood in high wind, a Member asked whether any feedback had been received on that. The meeting heard that no feedback appeared to have been received on Highgate Wood being closed, and no concerns had been expressed.

On the Woodland Walk extension at Queen's Park, a Member asked for further clarification on its timeline. The meeting heard that staff and financial capacity is currently being examined, and no firm timeline is currently available until other projects are completed. A Member asked whether commercial sponsorship options were being explored. The meeting heard that all funding opportunities are being explored.

On the cricket nets at the Heath extension, a Member asked whether there were planning consent issues. The meeting heard that the proposal is for the crickets nets to be relocated which would require planning permission due (in part) to a proposed change in use of some structures and their degree of permanence, which would in turn involve resources. The meeting heard that a more suitable site has been identified a short distance from the current site that is approximately 400 metres from the current site, noting a recent Members' site visit and noting that cricketers have been consulted and are content with the move.

8. **REVIEW OF THE 2023 EVENTS PROGRAMME & PROVISIONAL EVENTS PLANNED FOR THE 2024 PROGRAMME**

The Committee considered the report of the Executive Director, Environment.

A Member commented that there was merit in focussing on facilitating events to generate income, in particular in respect of the filming industry – noting the importance of securing appropriate contracts and pricing. Members noted that a current review at the CoLC is examining how Open Spaces are monetised and marketed effectively and appropriately via, potentially, an expanded film team and/or expanded fundraising functions.

Members asked whether a report could be provided on the matter on the Charities Review and on the exploitation of the CoLC's Open Spaces assets. The meeting noted that a progress update of the Charities Review was expected to be submitted by December 2024 (with the potential for update reports earlier than that), and that the Committee could expect a draft income strategy by October 2024.

Citing the example of paragraph 10 of the report (Affordable Art Fair), a Member commented on an apparent lack of commercial dynamism around commercial events on the Heath, noting that CoLC executives did not appear to be taking professional advice and that the event (and similar events) had the potential to generate better income. The meeting heard that officers will be initiating a review of events and commercial practices, and there is scope for advice being sought from City Surveyors and that a Head of Development and Partnerships is being recruited imminently, noting that lettings policies were being carefully scrutinised - including for the Affordable Art Fair.

A Member commented on the criticality of ensuring that a commercial fee is negotiated in line with appropriate professional advice, and asked that an outturn report be submitted as a non-Public item showing the figures relating to the Affordable Art Fair.

RESOLVED, That Members approve the large and major events proposed as part of the provisional 2024 Events Programme for Hampstead Heath, Highgate Wood,

and Queen's Park as set out at Appendix 1, noting that an outturn report would be submitted as a non-Public item setting out the revenue generated by commercial events, including the Affordable Art Fair.

9. RISK MANAGEMENT UPDATE REPORT

The Committee considered the report of the Interim Executive Director, Environment setting out the risk management procedures in place within the Environment Department and its Natural Environment Division taking into account the requirements of the Corporate Risk Management Framework and the Charities Act 2011.

On the new risk detailed in Appendix 1a ('014 - Impacts of anti-social behaviour on staff and site'), a Member asked why that risk has been added. The meeting heard that concerns had been expressed about some behaviour directed at CoLC colleagues, and that a new reporting mechanism has been set up to ensure consistency. Members expressed concern around anti-social behaviour and how that impacted Heath colleagues.

On the risk 'Decline in condition of assets', Members noted that there was merit in prioritising asset renewal, noting the apparently poor condition of some assets. A Member asked when the operational property review was expected to be concluded, and the meeting heard that condition surveys were expected to be completed by April 2024, and an audit of all built assets is expected to be largely completed by January 2025.

RESOLVED, That Members confirm, on behalf of the City Corporation as Trustee, that the Summary Risk Registers appended to the report satisfactorily identify the key risks to the charities and that an appropriate risk management process is in place.

10. RENEWAL OF PARTNERSHIP AGREEMENT WITH HEATH HANDS

The Committee noted the report of the Executive Director, Environment providing Members with an update on officers' actions to renew the partnership agreement with Heath Hands.

Referencing paragraph 7 of the report, the meeting noted (in response to a request) that the annual report of Heath Hands would be submitted to the Committee in addition to the Consultative Committee.

The Committee thanked the volunteers at Heath Hands for their contribution.

11. *HAMPSTEAD HEATH CONSTABULARY UPDATE

The Committee noted the report of the Executive Director, Environment providing Members with an update on the Hampstead Heath Constabulary ("the Constabulary") operations since the previous report of 29 November 2023.

The Committee expressed its support for the Constabulary, noting the importance of consulting Police bodies to ensure correct training for existing and new Constabulary officers, noting also the issues raised in the risk register including the added risk, noting also the reputational risk to the CoLC around potential negative incidents.

The meeting noted that Constabulary uniforms would no longer be provided by the City of London Police.

A Member noted that most of the anti-social behaviour took place in the West Heath area, commenting that a new broad-based body could be set up to deal with those issues, and that data on anti-social behaviour in particular should be reported to the Committee.

In response to a question on CCTV coverage on the Heath, the meeting heard that CCTV coverage was limited.

The meeting noted (in response to questions) that the budget to increase the complement of constables from 4 to 6 has been approved, and that costs related to the digital platform (section 16) are currently being explored.

The Committee noted that the meeting dates referenced on pages 1 and 2 of the report should in fact read '29 November 2023'.

The Committee noted that progress would be reported to the next Committee, and that an annual review is to be reinstated (to be revised in the event of a deterioration in anti-social behaviour).

12. * **OPERATIONAL FINANCE PROGRESS REPORT (PERIOD 9 APRIL - DECEMBER) 2023/24 - HAMPSTEAD HEATH, HIGHGATE WOOD AND QUEEN'S PARK**

The Committee noted the report of The Chamberlain providing an update on the operational finance position as at period 9 (April – December) 2023/24 for the Committee's local risk revenue budget to date and projected year-end outturn position, current live capital projects and outstanding debt position together with additional information on the various reserve funds held and other relevant finance information for the divisions of service and Charities which fall within the remit of the Committee. It was noted that the report was inadvertently included in the agenda pack twice.

A Member asked for clarification on any impact of sports charges not being increased. The meeting heard that appendix 1 set out the current income position in relation to Hampstead Heath.

Referencing sections 20 – 23 of the report, a Member commented on outstanding debt arrears and sought clarification on the robustness of the enforcement.

A Member asked why fees were not paid upfront. The meeting heard that the debts were historic and that non-payers are excluded from future use.

The Committee noted the assurances that public and CoLC money and debt is taken seriously.

The Committee noted that emails on the matter of outstanding debts had already been exchanged on the matter providing responses to the queries raised in relation to outstanding debt arrears, that further details of the matter would be dealt with outside the confines of the Committee, and that any further concerns would be raised at a future Committee meeting.

A Member commented (referencing sections 25 and 27) that the CIL money would be expected to have been directed towards a restricted income fund, and that was confirmed.

The Committee agreed to extend the meeting beyond two hours.

13. * **CURRENT STRUCTURE OF NORTH LONDON OPEN SPACES**

The Committee noted the report of the Executive Director, Environment that provided Members with an update on the current structure of North London Open Spaces following the implementation of the Corporation's Target Operating Model.

14. ***DRAFT HIGH-LEVEL BUSINESS PLAN 2024/25 – ENVIRONMENT DEPARTMENT**

The Committee received the report of the Interim Executive Director, Environment presenting the Environment Department’s draft high-level Business Plan 2024/25 for the Natural Environment Division and City Gardens.

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

Members noted the revised meeting dates that had been circulated.

The meeting noted that the late Declan Gallagher, former operations manager at Hampstead Heath, is expected to be commemorated on 30 April 2024. The meeting heard that a plaque and bench are under consideration and that locations are being explored.

The Committee unanimously agreed that the waiting list for benches be bypassed (if necessary) in order for a bench to be dedicated to Declan Gallagher.

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

A Member commented that there appeared to be a tendency for reports to delay progress, and the Committee noted the need for an interim strategy (including on income generation) while finalised strategies were formulated.

18. **EXCLUSION OF THE PUBLIC**

RESOLVED, That under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for subsequent items of business on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph 3 of Part I of Schedule 12A of the Local Government Act.

The meeting ended at 6.30 pm

Chairman

Contact Officer: Blair Stringman
Blair.Stringman@cityoflondon.gov.uk

Attendees

Alderman Gregory Jones KC CC (GJ)	Chair, Hampstead Heath Sports & Wellbeing Forum
William Upton KC CC (WU)	Chair, Hampstead Heath, H. Wood, and Q. Park Committee
Bill LoSasso (BL)	Assistant Director (Superintendent)
Charlotte Williams (CW)	Head of Operations and Parks
Emma Rea (ER)	Parliament Hill Fields Lido
Robert Gibbs (RG)	Angling
David Walton (DW)	Hampstead Heath Consultative Committee
Marc Hutchinson (MH)	Winter Swimming Club
Joseph Lowe (JL)	Highgate Harriers Athletics Club
Ella Mitchell (EM)	Hampstead Rugby Club
Richard O'Mahony (ROM)	Parliament Hill & Operations Manager
Paul Jeal (PJ)	Swimming Facilities Manager
Rudolf Benjamin (RB)	Tennis Coach
Sandy Nairn (SN)	Hampstead Heath Croquet Club
Brian Presley (BP)	Hampstead Heath Bowling Club
Ann Griffin (AG)	Kenwood Ladies' Pond Association
Beth Feresten (BF)	Kenwood Ladies' Pond Association
John Carrier (JC)	Wellbeing representative
Anandi Shah (AS)	Parkrun
Michael Smith (MS)	Highgate Men's Pond Association
Felicity Moir (FM)	Mixed Pond
Karin Oleinikova (KO)	Heath Hands
Deborah Bush (DB)	Pro-Active Camden

1. Apologies

Richard Sumray

2. Review of October 2023 minutes

- a. Corrections were noted to the list of attendees.
- b. The KLPA noted their challenge to the Chair to a break-even policy with regard to fees and charges.

3. Updates from City of London Corporation

a. Parliament Hill Athletics Track:

- i. The refurbishment of the track was completed on 24 November 2023 and the contractors, FM Conway, demobilised on 15 December 2023.
- ii. A soft opening occurred on 12 December 2023 with Highgate Harriers using the track to train for the first time.
- iii. Formal opening of the track will occur on 17 April 2024 with the Lord Mayor in attendance.

- iv. The Athletics Track Forum is being re-established. The first meeting is on 2 April 2024.
- b. **Ponds Access Project:**
 - i. Ladies Pond - completed, including the snagging list.
 - ii. Mixed Pond – will be completed end of March, subject to snagging.
 - iii. Men’s Pond – most works will be completed end of March, including the grating, but still need to install sliding door which is subject to delivery of materials.
 - iv. The works are expected to be completed in mid-late April.
 - v. Funding was gained for a new gate at the Men’s Pond, and a new fence to replace the hedgerow and a 7” x 5” secure shed at the Mixed Pond, to house the new hoist and equipment.
 - vi. Heath Hands is supporting the project with landscaping work and a planting project at the Mixed and Men’s Ponds.
- c. **Parliament Hill Improvement Projects:**
 - i. There is no current funding for the proposed projects, but officers will explore opportunities in FY2024-25.

Repair needs and requests at the Ladies’ Pond were discussed, including:

- Shower in changing room
- Steps into the disabled changing room
- Steps down to the meadow
- Need hooks on the back of the doors
- Officers provided updates and noted additional needs.

ACTION: Order and install hooks on the back of the doors at Ladies Pond (Completed on 09 March 2024)

4. FY 2024-25 fees and charges

- a. WU contextualised the need for and approach to fees and charges, noting persistent needs on the Heath, the charity’s funding deficit funding model with the City Corporation, the City Corporation’s need to over costs, and subsidies needed to cover activities.
- b. BL provided an overview of the proposed fees and charges, noting that the majority of fees were charged in line with inflation (5%), and that while there is a need for Hampstead Heath charity to generate income, we seek to ensure that sports and wellbeing opportunities remain available and accessible for users of Hampstead Heath.
- c. GJ noted that inflation was well under inflation in FY’2023-24.
- d. Three requests were made by the pond representatives:
 - i. Extending the age limit from 16 to 18 for free swim, and extending the morning free swim from its current time of 9.30am.

ACTION: Officers responded during the Forum meeting that they would need to examine this proposal in greater detail before responding substantively.

- e. Increasing the concession rate from 40% to 50%
 - i. Officers responded at the Forum meeting that they did not think this was appropriate, and that the 40% rate was already very competitive relative to other providers.
- f. Allowing for a monthly payment option to pay for the 12-month seasonal swimming pass, payable monthly as one twelfth (1/12th) of the discounted annual seasonal rate, as opposed to the current up-front payment. This payment would be in lieu of the established monthly rate that is already available to swimmers who do not purchase the seasonal pass.

ACTION: Officers responded that they would examine this request in greater detail, as well as the potential capability to implement it in the new swimming leisure management system that is under development

- g. Swimming representatives also sought a presentation on the Corporation's cost of sports provision relative to revenue received on Hampstead Heath.

ACTION: Officers responded that they would explore the request and noted that the analysis is difficult due to historical budget coding, as well as limitations in the current digital booking systems that do not capture important data with the necessary level of specificity, which officers are working to improve in the new leisure management system.

ACTION: KLPA to send information on the hardship fund to the S&WF

EM noted that that rugby club continued to struggle and were seeking cheaper options.

JL noted he believed that believed that 17 and 18 year olds should be charged to swim.

ACTION: Officers also committed to examine the impact of parking charges on users of the Lido who use that facility for periods of time less than the minimum charging timescale during swims.

5. Discussion on Sports & Wellbeing Forum Terms of Reference and future of Forum

- a. A discussion occurred on the future of the Sports & Wellbeing Forum and existing Terms of Reference.
- b. It was generally agreed that the Forum should focus on strategic items, be purpose and goals driven, and that the focus should be on a collaborative approach to developing the offer on the Heath.
- c. The City Corporation's new sports strategy was noted and agreed to be shared to inform future conversations.

- d. CW noted a need to look at agreements and have a consistent approach with regard to sports use across the Heath and all the North London Open Spaces.

ACTION: Circulate the City Corporation's sports strategy with the Forum minutes.
<https://www.cityoflondon.gov.uk/about-us/working-with-community/city-sport#:~:text=A%20New%20Sport%20Strategy%20for%20the%20Square%20Mile&text=The%20vision%20is%20for%20the,events%20and%20promoting%20community%20sport>

ACTION: CW to review existing Terms of Reference and provide notes and a draft TOR to guide discussion of the future of the Forum at the next meeting.

6. AOB

- a. Officers clarified that that fishing events with schools would be treated similarly to the past.



Heath Hands Update – March 2024

Over 8,000 participants across all our **activity programmes**, and:

- More than 4,500 visitors to Dairy and engagements at weekend **nature interpretation** sessions
- Numerous public **events** supported and busy festive programme, and additional family provision during school holidays attracting new audiences.
- More than 1,000 children participated in our **Heath Friendly Schools programme** and weekly provision for two local **SEN schools**
- Busy year for **community engagement** and **wellbeing activities**, with new groups engaged and over 2,500 people participating. New weekly **Health Walk** launched in March, bringing total to three walks a week of varying lengths across the Heath.

More than **500 volunteer sessions** delivered by CoLC and EH teams across the green spaces since April 2023, with over **15,500 hours contributed by volunteers**.

Heath Hands staff delivered 410 activities and volunteer sessions.

Busy **wildlife monitoring** year including the Nature's Calendar phenology project with LNHS expanding to 3 transects in January 2024. **Hedgehog Friendly Heath Project** ongoing with collaborations with groups like Growing Green and practical work with local SINC's.

53 **corporate volunteering** events delivered over last 12 months, with 750 participants.

Guided staff **nature walks** popular this year, especially topics of bats, birds, pollinators, the historic landscape, Kenwood Estate, the River Fleet, trees, spiders and butterflies.

Coming up

Preparations for **25th anniversary celebrations** and annual **Community Fun Day in June**

Seasonal start of annual **Wildlife Monitoring** programmes; hedgehog survey with CoLC and ZSL.

Dairy **Interpretation Centre** will be reopening on weekends in April.

Work experience week for local state schools in July.

Refurbishment of Parliament Hill **tennis booking hut** for interpretation and visitor engagement.

Men's and Mixed Pond landscaping works starting in April.

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Committee(s) Hampstead Heath Consultative Committee	Dated 22 April 2024
Subject: Assistant Director's Report	Public
Which outcomes in the City Corporation's "Corporate Plan (2024-2029)" does this proposal aim to impact directly?	Diverse engage communities Leading sustainable environment Vibrant thriving destination Providing excellent services Flourishing public spaces
Does this proposal require extra revenue and/or capital spending?	N
If so, how much?	N/A
What is the source of Funding?	N/A
Has this Funding Source been agreed with the Chamberlain's Department?	N/A
Report of: Bob Roberts Interim Executive Director, Environment	For Information
Report Author: Bill LoSasso Assistant Director (Superintendent) North London Open Spaces	

Summary

This report provides Members with an update on matters relating to Hampstead Heath since the last Hampstead Heath Consultative Meeting on 30 October 2023.

Recommendation(s)

Members are asked to:

- Note the contents of the report.

Main Report

Parliament Hill, sports, and leisure

1. All the required works have been completed to maintain our TrackMark certification at the athletics track, and many clubs, schools, colleges and universities are now booking its use. An official opening will be held on

Wednesday 17 April 2024 with the Lord Mayor in attendance. Members of this committee, Members of Hampstead Heath Highgate Wood and Queen's Park Management Committee, the project team, project board, and stakeholders involved in the refurbishment of the track, along with relevant partners, will all be invited. Highgate Harriers will host a Quad Kids event, who will run a ceremonial lap of the track. Speeches will occur and a plaque will be unveiled to mark the occasion.

2. Meetings have been held with the Lawn Tennis Association (LTA) and the tennis coaches at Parliament Hill and Golders Hill Park to review licenses to ensure the City Corporation is achieving appropriate income while ensuring that tennis provision remains accessible. Tennis bookings remain with ClubSpark, which are now increasing with better weather and longer days.
3. The cricket square has received its first season cut, and conditioning has started in preparation for the start of the cricket season on 23 April. Bookings are underway, with a number of regular clubs returning at Parliament Hill Fields. The markings on the non-turf cricket pitches at Heath Extension will be carried out in the coming weeks in preparation for the season. There is no update regarding the cricket nets on Heath Extension, but officers have followed up with colleagues at the City Surveyor's Department. A meeting has been requested to determine if planning permission has been sought and what funding is available.
4. The bowling green and croquet lawn received its first conditioning cut. The height is being reduced to a playing height of 5mm for the start of season, which is on the second Saturday in April. The 2024 season runs from 13 April to 29 September 2024. The bowling green was included in the 'New Parks for London Manual' as a good example of quality of management.
5. Football matches are being held and the rugby pitches are back in use with full fixtures with Hampstead Rugby Football Club on Heath Extension. Bookings are also increasing for the football pitches, rounders and grids with schools and the general public.
6. The Lido and ponds continue to be busy with winter swimming becoming more popular, especially with more awareness and publicity being generated about the health benefits, showing a year-on-year rise. Christmas Day celebrations and New Year's Day swimming across the ponds and Lido continued to be popular with swimmers and their families. In January, the Lido hosted the Parliament Hill Ice Swimming Hootenanny (PHISH) with participants travelling from across the country to compete in a number of innovative races. The Lido also hosted Crisis' Annual Ice Breaker Challenge to raise funds to combat

homelessness. Work is underway to complete the Ponds Access Project, and all the works should be completed by the end of April 2024.

7. A Wi-Fi connection is being installed at the Mixed Pond and new cables are being installed at the Men's Pond to strengthen the Wi-Fi connection, which will help with payment made by credit cards.
8. The procurement of a new leisure management system has now been completed and we are finalising the contract with the successful supplier. This exciting development will provide a more user friendly, affordable and flexible ticketing and booking system for our swimmers. The new system also promises improved data collecting and reporting functions, enabling data-driven decision making. We believe the system has great potential for services beyond swimming. We are on schedule to build and test the new system over the next 6-12 months in preparation for full implementation for the 2025 summer season.

Golders Hill Park

9. Late winter maintenance is being carried out in the gardens, with formative rose pruning and the cutting back of herbaceous, perennial spent flower heads. This year has also been a particularly good year for *Anemone nemorosa* (wood anemone) with large swaths flowering throughout the park. Grass-cutting has also started when the weather conditions allow. A *Pinus sylvestris* (Scots pine) grown from seed in 2009 has been planted in the Pinetum to replace a fir tree that failed during a December 2023 storm. Horticultural apprentices and the gardening team provided table decorations for the Natural Environment Board's dinner in January, which was held in the Livery Hall, Guildhall. The team created winter-inspired decorations using Hampstead Heath oak discs as a base and foliage and vegetation from the Gardens.
10. Structural repair work has taken place on the Pergola, and five of the worst columns have been pinned at the base with two 450mm steel pins. The columns do still show significant 'wobble' and are therefore deemed to be 'slightly unstable' or 'unstable'. It has been recommended that the eastern part of the colonnade remains fenced off for safety reasons. Timberwork on top of the columns is being replaced as recommended by the structural engineer in hope that this will stabilise the structure. Senior Building Surveyors are working with specialist contractors on the next phase of works, with the aspiration to stabilise the unsafe columns and enable the pergola to fully reopen to the public. Surveyors will know if the timber installations were successful in achieving stabilisation once the work has been completed. A

significant amount of funding is needed, however, for a complete restoration of the pergola.

11. Heath Hands' volunteer sessions are continuing in both Golders Hill Park and the Hill Garden, with three sessions a week being hosted by the gardening team. This averages an additional 50 hours per week of value-added and much appreciated maintenance work carried out by volunteers.
12. The sandpit area is still closed due to refurbishment works taking place, as the sleepers to retain the sand are being replaced. Progress has been made and the work is going well, but it is not yet known when the sandpit will be reopened.

Golders Hill Park Zoo

13. The vacant Zookeeper position has been filled internally, so recruitment is underway to back-fill the Assistant Zookeeper position. As a result of the staff changes, the launch of the experiences has been put on hold until we have a full complement of staff to be able to deliver them. Trial sessions are still underway to gain valuable feedback before the experiences are available. We hope the experiences will go live and be bookable in the summer. Six new light fallow deer were welcomed from ZSL Whipsnade Zoo on 9 February 2024, to join the existing herd of red and fallow deer.
14. The Zoo's Facebook, Instagram and X accounts are all live, which highlights the animals, staff and work carried out. Social media has been invaluable, not only to increase the number of followers, but also to promote the zoo and the work carried out. The new zoo branding has been a real asset and the redesign of all the interpretation boards for the species held is currently being finalised.

Ponds Access Project

15. All the works at the Ladies, Mixed and Men's Ponds have progressed well and are essentially complete. The hoists are now installed, and the grating has been added. The snagging list is being addressed and the only remaining work is delivery and installation of the sliding doors at the Men's Pond. This work will be carried out after Easter in mid-April. There have been additional maintenance works carried out at Kenwood Ladies' Pond in preparation for the summer season, so the works associated with this Project should be completed by the end of April 2024. Training is being given to the Lifeguards at the end of March on how to use the new hoists. A 'Project on a Page' is

attached as Appendix 1.

16. Additional funding was gained to install a new fence and to purchase a security shed to house the new hoist at the Mixed Pond. A new gate has also been installed at the Men's Pond. It will ensure access is not permitted out of hours, helping to prevent any anti-social behaviour and ensure the ponds are kept safe and secure when there are no lifeguards on site.

Conservation

17. There has been a general focus on works at the ponds since January. The Conservation Team has been carrying out reinstatement work on the Heath Extension following the recent de-silting of Number Seven pond on the Seven's Sisters chain. At the Mixed Pond, the team has been planting wildflowers as part of the ecological improvement work. As part of the regular management of the reservoir-category ponds on both the Highgate and Hampstead chains, the team carried out mowing and scrub management at several sites for cyclical surveying of the dams, and additional vegetation management in preparation for the six-monthly reservoir inspections this month. Pond levels across the Heath are unusually high currently, but this will be advantageous if we have a dry spring and hot weather later this summer.

Ecology

18. Further work has been undertaken by the Ecologist and Head of Conservation to select a contractor to install new aeration equipment at the Ladies' Pond, Men's Pond, and Hampstead Number 2 pond. We are planning to have new diffuser systems installed by June 2024. The Ecologist has been leading on this year's amphibian survey, covering all thirty ponds across the Heath, assisted by the Conservation Team and Heath Hands volunteers. Cameras have been installed in the lead up to another hedgehog survey. A new survey was carried out to identify the larval eggs of the Brown Hairstreak butterfly, which have been found for the first time on the Heath. In addition, the Ecologist has been identifying potential sites for new leaky dams on the Fleet Stream as part of the Climate Action Strategy objectives to improve resilience and reduce flood risk.

Arboriculture

19. The Tree Team visited Burnham Beeches in February 2024, carrying out specialist conservation work on some of the most fragile old beech pollards, which is an excellent opportunity to exchange knowledge and skills with colleagues and provide training for our new apprentice. The team has also been working around the Ladies' Pond enclosure while it is closed for building

repairs. Plans are underway to further develop the nature-based programme of oak processionary moth management for this coming year, working with Forest Research.

Fees and charges (FY'2024-25)

20. Officers shared the proposed fees and charges for financial year 2024-25 (1 April 2024 – 31 March 2025) with the Consultative Committee in mid-March via email, as unfortunately the next planned meeting of the Consultative Committee did not occur until after the new financial year was due to begin. Officers did not receive any comments or questions. As noted in the email consultation, the majority of fees and charges were increased in line with RPI inflation (5%), except for limited exceptions, which were noted.

West Heath

21. There has been a marked increase in sexual activity detritus in West Heath in the past year, increasing more in recent months. This has also been accompanied by an increase in drug paraphernalia being found, specifically hypodermic needles, which staff have been documenting where possible. Officers are developing a plan to appropriately address activity in the area, informed by past approaches that have been successful.

Events

22. The Affordable Art Fair will proceed in May 2024, with the build beginning on 23 April.

23. The Showmen's Guild of Great Britain fairs arrived on 26 March for the traditional Easter Holidays, finishing on Sunday 7 April.

24. The 'Night of the 10K Personal Bests' will be held on Saturday 18 May 2024, which is a qualifying event for athletes ahead of the Olympics held in Paris this summer. With up to 28 nations being represented, it's a very important part of the 2024 athletics season, with national and international stars competing. We are delighted the track has been fully refurbished and we're able to host this important and free event. We encourage Members of this committee to attend. The races begin in the early afternoon, building towards the grand finale of the women's and men's elite races, planned for 8.45pm and 9.30pm, respectively.

25. Hampstead Heath hosted the London International Cross Country on 20 January 2024, with top UK athletes in the field. It was the first large event of the 2024 athletics calendar and was a qualifying event for the World Cross

Country Championships on 30 March in Belgrade. It was live streamed on the internet and the event was well attended despite the poor weather.

Constabulary

26. Research and preparation continue on creating a new induction and training programme for the Constabulary. The Superintendent and Acting Sergeant are consulting with colleagues on content and curricula, and are researching potential training providers. A training and induction handbook will also be created as an output of this process that will be used as an induction tool and continuous training resource.
27. As the Constabulary is still understaffed, Parkguard will continue to provide additional support until the unit is back to full staffing, at which time we will consider engaging with Parkguard in times of heavy use on an as-needed basis.

Heath Hands agreement

28. Significant progress has been made on the updated agreement with Heath Hands, and an updated completion target of 30 April 2024 has been set. The Superintendent and a working group of Heath Hands trustees continue to meet to finalise the necessary documents. Once completed, the agreement will last for five years and build upon the existing strong relationship between the City Corporation and Heath Hands and facilitate continued participation of thousands of community members in caring for Hampstead Heath.

Hampstead Heath Management Strategy

29. As previously reported to this committee, a small working group will be formed to participate in the planned 5-year review of the Hampstead Heath Management Strategy. Members of the Hampstead Heath Consultative Committee that have expressed interest and will participate are John Arnoldi, Colin Gregory, Helen Payne, and Jeff Waage. Once participation from the Hampstead Heath, Highgate Wood, and Queen's Park Committee is confirmed, an initial meeting will be scheduled.

FY2024-25 Management activities

30. A separate report entitled "Management Priorities for FY'2024-25 (Business Plan)" has been submitted with the papers for this Committee.

Financial implications

31. No implications.

Resource implications

32. No implications.

Climate implications

33. Included within the annual plan for 2024-35 are a series of projects which contribute towards achieving the City of London's Climate Action Strategy, which was launched in October 2020. A key part of the strategy is conserving and enhancing biodiversity alongside reducing carbon emissions.

Legal implications

34. No implications.

Risk implications

35. Risks are monitored and recorded through the Departmental Risk Register

Equality implications

36. No impact.

Security implications


37. Security implications are monitored and recorded through the Departmental Risk register

Appendices




Appendix 1: Ponds Access Project 'Project on a Page'

Report author

Bill LoSasso, Assistant Director (Superintendent)
North London Open Spaces
bill.losasso@cityoflondon.gov.uk

SWIMMING - Access, Safety & Security	Outcome	Lead	Overall status
	Improved safety, access and security across the three Bathing Ponds.	Richard Chamberlain (C. Surveyors)	

Date of Report: 26 March 2024	Phase: Construction
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Highlights	Next Steps	Metrics	Status
Page 35 <ul style="list-style-type: none"> Works started on site on 11th April, with a Practical Completion (PC) date of 21st August. Due to additional drainage works, structural design issues and fabrication issues relating to the jetty structure and mesh platform. Progress to date: <ul style="list-style-type: none"> Ladies Pond – Completed including snagging Mixed – Completed at 28th March subject to snagging Men’s – Most works completed at 28th March apart from sliding door installation The Contractor left site on the 20 December and returned on 19 February to complete most works at 28th March. They intend to complete the installation sliding to achieve PC at late April 2024 (subject to delivery of materials) 	Project Completion – April 2024 Gateway 6 – August 2024	Budget	
	Schedule		
	Risk		

Risks and Issues	Reasons for RAG Status
Key Risks and issues <ol style="list-style-type: none"> Work sequence & access restrictions Challenges with design, structural requirements and additional drainage works Project Programme overruns 	<ol style="list-style-type: none"> RAG status has been re-baselined following delays to programme and potential additional prelim costs Schedule is Red due to the overrun.

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Agenda Item 6

Committee(s) Hampstead Heath Consultative Committee	Dated 22 April 2024
Subject: Management Priorities for FY'2024-25 (Business Plan)	Public
Which outcomes in the City Corporation's "Corporate Plan (2024-2029)" does this proposal aim to impact directly?	Engage diverse communities Dynamic economic growth Leading sustainable environment Vibrant thriving destination Providing excellent services Flourishing public spaces
Does this proposal require extra revenue and/or capital spending?	N
If so, how much?	N/A
What is the source of Funding?	N/A
Has this Funding Source been agreed with the Chamberlain's Department?	N/A
Report of: Bob Roberts Interim Executive Director, Environment	For Information
Report Author: Bill LoSasso Assistant Director (Superintendent) North London Open Spaces	

Summary

This report presents an overview of the planned key management activities and initiatives at Hampstead Heath for financial year 2024-25 (1 April 2024 – 31 March 2025).

These proposals draw upon previously agreed strategies and guiding documents of the City Corporation, such as the Corporate Plan, Natural Environment Division strategies, and Hampstead Heath Management Strategy, as well as wider projects such as the Carbon Removals Project. This is an interim measure pending the preparation of a multi-year Business Plan that will be developed this year for North London Open Spaces.

Recommendation(s)

Members are asked to:

- Note the contents of the report.

Main Report

Background

1. North London Open Spaces is the sub-division of the City of London Corporation that is responsible for the day-to-day management of four public open spaces: 1) Hampstead Heath, 2) Highgate Wood, 3) Queen's Park, and 4) West Ham Park.
2. The City Corporation has numerous strategies, plans, programmes, projects, and initiatives that guide North London Open Spaces' management of its portfolio of open spaces, inclusive of Hampstead Heath.
3. These guiding documents and initiatives include the following, in order of hierarchy:
 - a. The City of London Corporation Corporate Plan (2024-2029), which was released on 25 March 2024.
 - b. The Environment Department's High-Level Business Plan (FY'2024-25).
 - c. The Natural Environment Division Strategies (2024-2029), which were launched on 4 December 2023, consisting of:
 - i. Vision: "Open Spaces that are rich in diversity, conserve nature, create memories, and enhance lives".
 - ii. Mission: "To protect and enhance our open spaces across London and the Home Counties, working in partnership to ensure they remain accessible, sustainable and preserved for the benefit of the public."
 - iii. Four key strategies to deliver the vision:
 1. Nature Conservation and Resilience: Conserve the special biodiversity and habitats or open spaces and manage them to secure their future.
 2. Access and Recreation: Conserve, enhance and sustainably manage our open spaces' special natural environments and their heritage; and we will welcome, encourage and inspire our visitors to enjoy and protect these spaces for future generations.
 3. Community Engagement: Act as stewards of our public open spaces in partnership with communities to ensure their responsible use and conservation in perpetuity.
 4. Culture, Heritage and Learning: Take care of our cultural assets and our culture, heritage and learning offer will develop participation, confidence, connection, opportunity and well-being of, and support from, our priority audience.

- d. Hampstead Heath Management Strategy (2018 – 2028), which is undergoing a planned midpoint review during FY'2024-25.

Other supportive and guiding documents and initiatives

4. Other extant corporate strategies, plans and projects that guide the Natural Environment Division and North London Open Spaces, and thus help guide our activities on Hampstead Heath, include:
 - a. Climate Action Strategy
 - b. Carbon Removals Project
 - c. Cultural Strategy
 - d. Destination City
 - e. Education Strategy
 - f. Sport & Physical Activity Strategy

5. Other initiatives that are still underway and will inform our management of open spaces, inclusive of Hampstead Heath, include:
 - a. Natural Environment Division 'Income Generation Strategy'
 - b. Operational Property Review
 - c. Natural Environment Division 'Charity Review'

6. Additional documents and initiatives that guide and inform the management of Hampstead Heath and its work programme, include:
 - a. North London Open Space business plan
 - b. Individual site management plans
 - c. Events policies for each of the open spaces
 - d. Annual work plans
 - e. Cyclical Work Programme (led by City Surveyor's Department)

Current Position and planned work for FY'2024-25

7. Given the recent completion of the Corporate Plan and Natural Environment Division Strategies, and the important work that is still underway and nearing completion that will guide activities across NLOS's four spaces, a detailed business plan does not currently exist for NLOS or the other sub-divisions of the Natural Environment Division.

8. A multi-year business plan for North London Open Spaces is being developed during FY'2024-25 however, and will be in place by 1 April 2025. The business plan will align with the relevant strategies and guiding documents, draw together the operational priorities across the Environment Department High-Level Business Plan, and will further plan and guide delivery of the soon-to-be-reviewed Hampstead Heath Management Strategy.
9. As an interim measure, this report outlines key management activities at Hampstead Heath for financial year 2024-25 that will guide our activities as a multi-year business plan is developed.
10. North London Open Spaces will also be updating all site management strategies/plans in FY'2024-25. This includes the planned midpoint review of the Hampstead Heath Management Strategy, for which a working group is being formed, inclusive of Members of this committee.

Proposals and Actions

11. Appendix 1 provides key outputs for North London Open Spaces for FY'2024-25. These also identify the team at (or partner of) North London Open Spaces that is the primary lead, as well as applicability to other documents mentioned herein.

Financial Implications

12. Actions will have either been met through the local risk budget or from external grants and income generation.

Resource Implications

13. Actions will be implemented using existing staffing resources, supplemented by contractors where required.

Legal Implications

14. The City Corporation as trustee of the charities, Hampstead Heath (803392) and Highgate Wood and Queens Park Kilburn (232986) must act in the best interests of these charities, and ensure that all management activities and initiatives align with the charities' objects (as set out in their respective governing documents), the Charities Act 2011 (as amended) and the requirements under the Equality Act 2010 (to not discriminate against people with protected characteristics).

Equalities Implications

15. A number of access improvements are proposed in the report along with accessibility audit across Hampstead Heath.

Climate Implications

16. Actions in the report form part of the City's Carbon Removals Project which is seeking to address climate change issues. Other actions are

also seeking to improve the resilience of species and habitats across Hampstead Heath.

Conclusion

17. This report has provided an outline of the planned key management activities at Hampstead Heath for FY'2024-25.

Appendices

Appendix 1: Hampstead Heath Business Plan (FY'2024-25)

Appendix 2 (via hyperlink): City of London Corporate Plan (2024-2029):

- [Our Corporate Plan 2024-29 - City of London](#)

Appendix 3 (via hyperlink): Natural Environment Division key strategies (2024 – 2029)

- [Natural Environment - City of London](#)

Appendix 4 (via hyperlink): Environment Department FY'2024-25 High-Level Business Plan (p. 143-157)

- [\(Public Pack\) Agenda Document for Hampstead Heath, Highgate Wood and Queen's Park Committee, 12/02/2024 16:00 \(cityoflondon.gov.uk\)](#)

Appendix 5 (via hyperlink): Hampstead Heath Management Strategy

- [Hampstead Heath Management Strategy \(cityoflondon.gov.uk\)](#)

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Committee(s): Hampstead Heath Consultative Committee Hampstead Heath, Highgate Wood and Queen’s Park Committee	Dated: 22 April 2024 21 May 2024
Subject: Review of current designated, unrestricted, and restricted income funds held and proposed changes	Public
Which outcomes in the City Corporation’s Corporate Plan does this proposal aim to impact directly?	1,2,3
Report of: Bob Roberts, Interim Executive Director, Environment.	For Information
Report author: Pauline Mouskis, Interim Head of Finance, Chamberlains	

Summary

This report provides the complete list of the current designated, unrestricted, and restricted income funds held for Hampstead Heath with the recommended future usage and changes required for these funds, in order to meet charity accounting SORP rules.

Appendix 1 details a full list of current individual income funds held by Hampstead Heath and movement in the current financial year balance and recommended usage for each reserve. The report covers:

- A summary of the movement in funds in 2023-24 and the anticipated final balance at 31st March 2024
- Details and proposed uses of the restricted and designated income funds.
- Fuller notes where needed for specific funds held.

Recommendation(s)

Members are asked to:

- Note the contents of the report as they relate to the funds of Hampstead Heath.

Main Report

Background

1. As part of the Natural Environment Charities Review scoping exercise a complete review of the charities’ restricted and designated income funds has been progressed.
2. Under the Charity Statement of Recommended Practice for accounting and reporting (“SORP”) rules, designated income funds remain unrestricted

income funds that should be applied within a reasonable time, say 1-2 years for the purposes set aside by the Trustee. This paper identifies where the funds were required to be spent over a longer period, then a clear plan and timeline would need to be in place as to when the funds will be spent. This will need to be a disclosure in the annual accounts per SORP 7.46, which requires disclosure of the likely timing of expenditure of designated income funds in the annual accounts. When designated income funds are no longer needed, they should be released back to the general unrestricted income fund.

3. All charities have designated income funds equivalent to the fixed and heritage asset values held in the balance sheet. This includes land and buildings, vehicles & plant and equipment and heritage assets. The designated fund balances are adjusted each year end to the holding book value of the assets on the balance sheet. These are not reviewed in this report.

Current Position – Hampstead Heath

4. A detailed review of all funds held by Hampstead Heath and Hampstead Trust Fund has been carried out on the balances held as at 31st December 2023 and is shown in appendix 1.

Restricted income funds

- a. Campaign Donations are for work on Donations Bird and Mammal Shelters and Wildlife Sanctuary campaign.
- b. Parliament Hill Outdoor Gym balance to make any final works.

Designated income funds

The Capital Fund - as part of an Open Spaces wide Fleet Management project a disposal exercise of redundant fleet and equipment was undertaken. It was agreed to use the income raised to fund energy efficiency improvement works. The installation of photovoltaic energy panels at the Lido, Hampstead Heath was completed.

Permanent Endowment - Hampstead Heath Trust Fund

The permanent endowment fund is held in perpetuity as a capital fund to generate income for the activities of the charity. Before any potential gains on investments are considered, should net income be more than any year's contribution to the running costs of the Heath, then the surplus funds are retained as unrestricted funds to be used in future years. During 2022/23 the surplus was £168,358 (2021/22: £350,011). Should the actual income earned in any specific year, added to the surpluses from previous years, be less than the contribution based on the funds from the original endowment, then the lower sum is attributed. The Finance Committee may decide that an allocation is to be made from the permanent endowment reserves of the Trust Fund. This is within the terms of the Transfer Order for the original endowment.

Expendable Endowment - Hampstead Heath Trust Fund

The expendable endowment fund is invested as a capital fund to generate income for the activities of the charity. Any income generated is used in accordance with the objectives of the trust. The purpose of this fund is to provide net income to be used to contribute towards the running costs of the Heath, transferred from the former T J Barratt bequest in December 2011.

Proposals

Members are asked to note the contents of the report.

Legal implications

Under Charity SORP rules designated income funds remain unrestricted income funds that should be applied within a reasonable time, say 1-2 years for the purposes set aside by the Trustee. If the funds were required to be spent over a longer period, then a clear plan and timeline would need to be in place as to when the funds will be spent, and this will need to be a disclosure in the annual accounts per SORP 7.46, which requires disclosure of the likely timing of expenditure of designated income funds in the annual accounts. When funds are not needed, they should be released back to the general fund as free reserves.

Conclusion

This report shows the outcome of the details of the designated and restricted income funds of the Hampstead Heath and Hampstead Heath Trust fund charity. This review has looked at future use and operational staff will review the designated income funds to conduct relevant expenditure in line with the specified purposes over the next two years.

Appendix

Appendix 1 Review of designated, unrestricted, and restricted reserve funds and proposed changes for Hampstead Heath

Pauline Mouskis

Interim Head of Finance

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Appendix 1						
Hampstead Heath		Opening Balance 2023/24	2023/24 Q1-Q3		Transfers 2023/24	Anticipated Balance 31/03/2024
			Income	Expenditure		
Restricted Income Funds:						
	Campaign Donations	18,096	5,573	(910)		22,759
	Parliament Hill Outdoor Gym	2,233				2,233
	Installation of Non-Turf Pitches	46,845		(46,845)		0
Unrestricted Income Funds:						
	General Funds	3,818	1,346			5,164
Designated (Unrestricted Income Fund):						
	Tangible Fixed Assets (Buildings, Infrastructure & Equipmen	19,463,442				19,463,442
	Capital Fund	3,331				3,331
Total Hampstead Heath		19,537,765	6,918	(47,755)	0	19,496,928
a	The restricted fund represents funds received from London Borough of Camden (Sports and Physical Activity Service) for the creation of a new outdoor gym at Parliament Hill.					
b	This is in addition to a grant received from the England and Wales Cricket Board for the supply and installation of non turf pitches at Parliament Hill and the Heath Extension.					
c	The Capital Fund - as part of an Open Spaces wide Fleet Management project a disposal exercise of redundant fleet and equipment was undertaken. It was agreed to use the income raised to fund energy efficiency improvement works. The installation of photovoltaic energy panels at the Lido, Hampstead Heath was completed.					
Hampstead Heath Trust Fund		Opening Balance 2023/24	2023/24 Q1-Q3		Transfers 2023/24	Anticipated Balance 31/03/2024
			Income	Expenditure		
Permanent Endowment						
		34,204,048				34,204,048
Expendable Endowment						
		769,264				769,264
Unrestricted Income Funds:						
	General Funds	730,810				730,810
Total Hampstead Heath Trust Fund		35,704,122	0	0	0	35,704,122
d	The permanent endowment fund is held in perpetuity as a capital fund to generate income for the activities of the charity. Before any potential gains on investments are considered, should net income be more than any year's contribution to the running costs of the Heath, then the surplus funds are retained as unrestricted funds to be used in future years. During 2022/23 the surplus was £168,358 (2021/22: £350,011). Should the actual income earned in any specific year, added to the surpluses from previous years, be less than the contribution based on the funds from the original endowment, then the lower sum is attributed. The Finance Committee may decide that an allocation is to be made from the permanent endowment reserves of the Trust Fund. This is within the terms of the Transfer Order for the original endowment.					
e	The expendable endowment fund is invested as a capital fund to generate income for the activities of the charity. Any income generated is used in accordance with the objectives of the trust. The purpose of this fund is to provide net income to be used to contribute towards the running costs of the Heath, transferred from the former T J Barratt bequest in December 2011.					

Committee(s) Hampstead Heath Consultative Committee Hampstead Heath, Highgate Woods and Queen’s Park Committee	Dated: 22 April 2024 21 May 2024
Subject: Decisions taken under delegated authority or urgency powers	Public
Which outcomes in the City Corporation’s Corporate Plan does this proposal aim to impact directly?	See Background Report
Does this proposal require extra revenue and/or capital spending?	See Background Report
If so, how much?	See Background Report
What is the source of Funding?	See Background Report
Has this Funding Source been agreed with the Chamberlain’s Department?	See Background Report
Report of: Town Clerk	For Information
Report author: Blair Stringman, Town Clerk’s Department	

Summary

This report advises Members of action taken by the Town Clerk in consultation with the Chairman and Deputy Chairman, in accordance with Standing Order Nos. 41(a).

Main Report

Urgency Decision: Hampstead Heath Fees and Charges for Financial Year 2024-2025

BACKGROUND:

Fees and charges are regularly shared with various consultative bodies, including the Hampstead Heath Sports & Wellbeing Forum and Hampstead Heath Consultative Committee. Unfortunately, the most recent meeting of the Forum (28 February 2024) occurred after the last scheduled meeting of both the Hampstead Heath Consultative Committee (15 January) and Hampstead Heath, Highgate Wood and Queen’s Park Committee in the current financial year (12 February 2024), meaning that the urgency process was needed in order to both consult with the Forum, and then the Consultative Committee, and achieve implementation of updated fees and charges at the commencement of the new financial year.

It was proposed that the majority of charges be increased by 5% or increased otherwise to align with relevant benchmarks.

RECOMMENDATION(S):

The Town Clerk, in consultation with the Chairman and Deputy Chairman of the committee:

1. Agree, to the proposed fees and charges for financial year 2024-25, as set out in Appendix 1 of the background report.

2. Grant, delegated authority to the Assistant Director (Superintendent) to amend the pricing structure of car parking to allow for charging in shorter increments than is currently possible (two-hour increments for the first four hours, and then one-hour increments thereafter) on a pro rata basis of the parking fees proposed in Appendix 1 of the background report.

Copies of background papers concerning this decision are available from Blair Stringman on request.

Contact:

Blair Stringman

Blair.Stringman@cityoflondon.gov.uk

Committee(s) Hampstead Heath Consultative Committee Hampstead Heath, Highgate Woods and Queen's Park Committee	Dated: 22 April 2024 21 May 2024
Subject: Decisions taken under delegated authority or urgency powers	Public
Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly?	See Background Report
Does this proposal require extra revenue and/or capital spending?	See Background Report
If so, how much?	See Background Report
What is the source of Funding?	See Background Report
Has this Funding Source been agreed with the Chamberlain's Department?	See Background Report
Report of: Town Clerk	For Information
Report author: Blair Stringman, Town Clerk's Department	

Summary

This report advises Members of action taken by the Town Clerk in consultation with the Chairman and Deputy Chairman, in accordance with Standing Order Nos. 41(a).

Main Report

Urgency Decision: Parliament Hill Athletics Track

BACKGROUND:

Urgency was sought to increase the funding available for the completion of the capital project to resurface the Parliament Hill Athletics Track on Hampstead Heath.

The total estimate of cost of the project (including risk) is £2,397,050 (final agreed cost). The total estimated cost of the project (including risk) has increased by £397,364 (from £1,999,686 to £2,397,050) since the last report to which went to Committee at Gateway 5. The recommended funding source for the increased £397,364 is sourced from the City's Estate (formerly City's Cash) contingency budget and this is for the amount of £76,000 with the remaining £321,364 obtained from the Hampstead Heath City's Estate local risk budget.

That additional budget of £397,364 is required additional works necessary to complete the project. The use of £76,000 of City's Cash 2023/24 contingency budget has previously been approved by the Resource Allocation Sub Committee on 30 November 2023.

Having consulted with the Chamberlain's Department, there are underspends in the revenue local risk budgets which are a one off benefit this year and are being used to fund these costs. This is not to be encouraged longer term, however, for this project

the City Corporation has captured the costs and confirmed that funding is in place to cover them.

The final total agreed cost of the project with the contractor is £2,397,050. This includes budget allowances for the additional works necessary to complete the project totalling £397,364 which exceeds the budget approved at Gateway 5 by £397,364. This is due to a number of unforeseen and unavoidable issues that arose during the lifetime of the project, including a defective sub-surface below the track that was not discovered in pre-project surveys, extremely poor weather that impacted project schedule and costs, a significantly damaged drainage system that was not identified in pre-project surveys, a redesign of floodlight bases due to poor ground conditions, the discovery and encapsulation of asbestos, and work programme delays and resequencing due to the above issues that added additional costs. Despite the overspend, the works are still considered to be good value for money given the technical difficulty and complexity of the project, numerous unforeseeable and unavoidable issues, and the expedited timeline under which it was completed.

RECOMMENDATION(S):

The Town Clerk, in consultation with the Chairman and Deputy Chairman of the committee:

1. To approve, the additional budget of £397,364 for the cost incurred for additional works and resource that were necessary to complete the project;

Copies of background papers concerning this decision are available from Blair Stringman on request.

Contact:

Blair Stringman

Blair.Stringman@cityoflondon.gov.uk

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