

**HAMPSTEAD HEATH HIGHGATE WOOD AND QUEEN'S PARK COMMITTEE**  
**Monday, 26 November 2012**

Minutes of the meeting of the Hampstead Heath Highgate Wood and Queen's Park Committee held at Committee Room - 2nd Floor West Wing, Guildhall on Monday, 26 November 2012 at 1.45 pm

**Present**

**Members:**

Jeremy Simons (Chairman)  
Deputy Michael Welbank (Deputy Chairman)  
Deputy John Barker  
Deputy Stella Currie  
Revd Dr Martin Dudley  
Clare James  
Barbara Newman  
Deputy John Owen-Ward  
Virginia Rounding  
Alderman Simon Walsh  
Alderman Robert Hall (Ex-Officio Member)  
Charlotte Kemp  
Tony Ghilchik  
Maija Roberts  
Martyn Foster

**Officers:**

John Barradell	- Town Clerk
Jacky Compton	- Town Clerk's Department
Sue Ireland	- Director of Open Spaces
Simon Lee	- Superintendent of Hampstead Heath
Declan Gallagher	- Hampstead Heath Department
Mark Jarvis	- Chamberlain's Department
Andrew Cotton	- City Surveyor's Department
Edward Wood	- Comptroller & City Solicitor's Department

**CHAIRMAN'S WELCOME**

The Chairman welcomed John Barradell, the Town Clerk and also Charlotte Kemp to their first meeting of this Committee.

**1. APOLOGIES**

Apologies were received from Deputy Dennis Cotgrove, Sophie Fernandes, Cllr Melvin Cohen and Cllr Sally Gimson.

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

There were no declarations.

3. **MINUTES**

The public minutes and summary from the meeting held on 23 July 2012 were approved as a correct record.

**Matters Arising**

**Temporary Installation of David Breuer-Weil 'Visitor 1' Sculpture (page 2)**

– The Superintendent advised the Committee that this had been removed from the Park on 15 November.

**Dog Control Orders** – In answer to a question from the Deputy Chairman, the Director of Open Spaces advised that a trial would have to be undertaken and hoped to learn lessons from it before application at Hampstead Heath could be considered.

**Car Parking Review** – In answer to a question, the Chairman stated that the report originally approved by the Chairman and Deputy Chairman under urgency procedures would be circulated to this Committee in due course and he apologised for the error and assured the Committee that this would not happen in the future.

**Affordable Art Fair** – The Superintendent advised that this event would be taking place at the end of November. He stated that income and attendance had increased since the last event.

4. **HAMPSTEAD HEATH CONSULTATIVE COMMITTEE MINUTES**

The draft minutes of the meeting held on 6 November 2012 were received, subject to the following amendment:-

**Car Park Enforcement** – page 11, para 3 – insert the word issue, so to read '*City staff would issue the notices*'.....

5. **DECISION TAKEN UNDER URGENCY POWERS**

Members received a report that provided details of action taken by the Town Clerk in consultation with the Chairman and Deputy Chairman of the Hampstead Heath, Highgate Wood and Queen's Park Committee, in accordance with Standing Order No. 41(a) relative to Car Park Enforcement at Hampstead Heath.

**RECEIVED**

6. **REVENUE AND CAPITAL BUDGETS - 2013/14**

The Committee considered a joint report of the Chamberlain and the Director of Open Spaces updating Members on its latest approved revenue budget for 2012/13 and sought approval for a provisional revenue budget for 2013/14, for subsequent submission to the Finance Committee. The budgets had been prepared within the resources allocated to the Director and the table in the report summarises the position.

**RESOLVED:** That Members,

- i) review the provisional 2013/14 revenue budget to ensure that it reflects the Committee's objectives and, if so, approve the budget for submission to the Finance Committee;
- ii) review and approve the draft capital budget;
- iii) authorise the Chamberlain, in consultation with the Director of Open Spaces, to revise these budgets to allow for any further implications arising from Corporate Projects, departmental reorganisations and other reviews, changes to the Additional Works Programme, and implications arising from Carbon Trading Allowances.

**7. RISK MANAGEMENT - LOCAL RISK REGISTERS FOR HAMPSTEAD HEATH, HIGHGATE WOOD AND QUEEN'S PARK**

The Committee received a report of the Director of Open Spaces providing Members with an opportunity to examine the main local risks for Hampstead Heath, Highgate Wood and Queen's Park and the mitigating actions and controls that are in place.

**RECEIVED.**

**8. GREEN FLAG AND LONDON IN BLOOM AWARDS**

The Committee considered a report of the Director of Open Spaces informing Members of the City Corporation's overall success in the Green Flag Awards in 2012, and providing feedback on the judging process and compares performance with the national results. The report also described the success achieved by the City Gardens and West Ham Park in the annual London in Bloom Awards.

The Town Clerk informed the Committee that the Open Spaces, City Gardens and West Ham Park Committee and the Epping Forest and Commons Committee had approved this report at their recent meetings.

**RESOLVED:** That the staff and volunteers at all the Open Spaces be congratulated on their hard work throughout the year to ensure their sites won these prestigious Awards.

**9. SUPERINTENDENT'S UPDATE**

The Superintendent was heard on matters relating to Hampstead Heath:

Green to Gold – campaign had been very successful, over 130 events held.

Olympic Partnering Event – The partnership event with Camden Council held in September had been well supported and the Superintendent stated that he had hoped it would become a legacy event.

Wild about Hampstead – 2 officers had been appointed by RSPB to manage this project.

Planning Issues – The Superintendent advised that 2 neighbourhood forums were in the process of being formed. He stated that there was currently an issue around resources and that the City of London may be not able to participate in these forums but could help to advise on issues.

National Grid – 3 locations on the Heath were currently being used to upgrade gas supplies which would provide gas to the whole of North London. The Superintendent advised that works at Parliament Hill were progressing, it was hoped that the other sites would be completed in the early New Year.

Hampstead Heath Calendar – Superintendent stated that these would be made available to Members shortly.

10. **HAMPSTEAD HEATH TRUSTEE'S ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2012**

The Committee received a report of the Chamberlain presenting the Trustee's Annual Report and Financial Statements for the Year Ended 31 March 2012 for Hampstead Heath in the format required by the Charity Commission.

**RECEIVED.**

11. **UPDATE ON THE HAMPSTEAD HEATH FLOOD MANAGEMENT AND WATER QUALITY MANAGEMENT PROJECT**

Members considered a joint report of the City Surveyor and the Superintendent of Hampstead Heath providing the Committee with an update on the progress of this major project, since the last report in July 2012. Considerable work had been undertaken in negotiating a contract for the appointment of the Design Team and the Strategic Landscape Architect. These appointments had now been made and the selection process for a construction contractor has commenced.

**RESOLVED:** That Members

- i) note the progress being made towards the implementation of the Floor Management and Water Quality project; and
- ii) give delegated authority to the Town Clerk in consultation with the Chairman and Deputy Chairman to agree the Design Review Method Statement.

12. **FEES AND CHARGES REPORT**

The Committee received a report of the Superintendent of Hampstead Heath setting out the proposed fees and charges for a range of facilities and services provided at Hampstead Heath for 2013/14.

**RESOLVED:** That Members approve the proposed fees and charges for Hampstead Heath, Highgate Wood and Queen's Park 2013/14 as set out in Appendix 1 of the report.

**13. RESULTS OF THE SPARROWS PROJECT**

The Committee considered a report of the Superintendent of Hampstead Heath summarising the findings of the Sparrows Project.

**RESOLVED:** That Members,

- i) note the findings of the Sparrows Project.
- ii) approve the retention of the 'Sparrow Site' as a wild flower meadow.

**14. REVIEW OF ANNUAL WORK PROGRAMME 2012**

A report of the Superintendent of Hampstead Heath providing a review of the management operations and activities carried out on Hampstead Heath over the past 12 months as part of the 2012 Annual Work Programme, together with the new 2013 Work Programme appended to the report, was considered.

**RESOLVED:** That Members

- i) note the work undertaken during 2012 to enhance the natural aspect and designed landscapes within the Heath.
- ii) approve the proposed 2013 Annual Work plan appended to the report.

**15. SUPERINTENDENT'S UPDATE**

The Superintendent was heard on Highgate Wood and Queen's Park matters:-

Conservation Management Plan – The Committee were advised that the Plan would be sent out for consultation over the summer and he hoped to bring the results back to the Committee in January.

Queen's Park Day – The Superintendent thanked the Residents Association for this event with over 15,000 visitors.

**16. HIGHGATE WOOD AND QUEEN'S PARK KILBURN TRUSTEE'S ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2012**

The Committee considered a report of the Chamberlain presenting the Trustee's Annual Report and Financial Statements for the Year Ended 31 March 2012 for Highgate Wood and Queen's Park Kilburn in the format required by the Charity Commission.

**RECEIVED.**

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

There were no questions.

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

There were no urgent items.

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 as follows:-

<u>Item No.</u>	<u>Paragraphs in Schedule</u>
<u>12A</u> 20-21	3

20. **NON-PUBLIC MINUTES**

The Committee approved the non-public minutes of the meeting held on 23 July 2012 as a correct record.

21. **DECISION TAKEN UNDER DELEGATED AUTHORITY**

The Committee considered a report of the Town Clerk that provided details of action taken by the Town Clerk in consultation with the Chairman and Deputy Chairman of the Hampstead Heath, Highgate Wood and Queen's Park Committee, in accordance with Standing Order No. 41(b), relating to Hampstead Heath Hydrology – appointment of the design team and strategic landscape architect.

**RECEIVED**

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

There were no questions.

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

There were no urgent items.

**The meeting ended at Time Not Specified**

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Chairman

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