

Governance Statement

Name of museum: The View (Epping Forest Collection)

Name of governing body: Epping Forest and Commons Committee on behalf of The City of London Corporation: Conservators of Epping Forest

This Statement was approved by the governing body: 26 January 2016 (tbc)

Introduction

A governing document is defined in Accreditation Guidance as 'a document defining the mission, purpose and remit of an organization. An example would be a charitable constitution such as a Deed of Trust, or the Memorandum and Articles of an incorporated charitable company.'

This document lays out the Statement of Purpose and Vision, and the governance, of The View (Epping Forest Collection), the museum collection for Epping Forest and links it to the governance of Epping Forest.

Epping Forest is managed within the Open Spaces Department, City of London Corporation and as registered charity, Epping Forest, Charity Number 232990.

Background

The governance of The View (Epping Forest Collection), as museum, is not explicitly mentioned in the governing documents of Epping Forest though the Epping Forest Act 1878, Section 8 makes mention of the preservation and maintenance of Queen Elizabeth's Hunting Lodge as an object of public and antiquarian interest, and of the preservation of ancient remains, including Ambresbury Banks and Purlieu Bank. Objects from the museum collection were exhibited prior to the opening of The View in Queen Elizabeth's Hunting Lodge and excavated material from Ambresbury Banks, and other ancient sites, are held within the The View (Epping Forest Collection).

The management body which ratifies policy and decisions relating to the Museum Collection is the **Epping Forest & Commons Committee (EFCC)**.

The Epping Forest Act of 1878 authorises such a committee to exercise the powers and discretion which the Conservators are empowered to exercise by the Act in section 31 (1). This committee is confirmed as the EFCC by the committee terms of reference, reviewed annually by the City of London.

The Epping Forest and Commons Committee's authority to act as governing body of The View (Epping Forest Collection) is derived from its delegated authority for Epping Forest as a whole and has been exercised by its approval of reports relating to the function of the museum on various dates including 24 March 1993 (SEF 13/93), 9 March 2015 (SEF 13/15).

The EFCC committee grants the right to the **Forest Centres Officer: Heritage and Interpretation** to oversee everyday decisions regarding the care of the collection. All disposals from The View (Epping Forest Collection) must be approved by the EFCC.

The View (Epping Collection) Statement of Purpose

The View (Epping Forest Collection) seeks to illuminate the past and present of Epping Forest and the surrounding area for those who live in, work in or visit the Forest by

encouraging access to a collection that records, interprets and celebrates the lives of the people who have lived in, worked in, and managed Epping Forest.

In doing so, it seeks not only to increase knowledge, understanding and enjoyment of Epping Forest but also to shape the future of the area.

The View (Epping Collection) Vision

The View (Epping Forest Collection) illuminates the past and present of Epping Forest for all.

Structure, Governance and Management of Epping Forest, Charity Number 23290

The governing document

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

Trustee Selection methods

The Mayor, Commonalty and Citizens of London known as the City of London Corporation is the Trustee of Epping Forest. Elected Aldermen and Members of the City of London Corporation are appointed to the committee, together with four Verderers - locally elected by Epping Forest Commoners - governing Epping Forest for the Court of Common Council of the City of London Corporation.

Policies and procedures for the appointment, induction and training of Trustees

The City of London Corporation makes available to its Members seminars and briefings on various aspects of the City's activities, including those concerning Epping Forest, as it considers necessary to enable the Members to efficiently carry out their duties.

Objectives and Activities for the Public Benefit of Epping Forest, Charity Number 23290

The Trustee has due regard to the Charity Commission's public benefit guidance when setting objectives and planning activities.

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

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

Terms of Reference of the Epping Forest and Commons Committee

To be responsible, having regard to the overall policy laid down by the Open Spaces, City Gardens & West Ham Park Committee, for:-

(a) exercising of the powers and duties of the Court of Common Council as Conservators of Epping Forest (registered charity no. 232990) and the various additional lands which have been acquired to protect the Forest in accordance, where appropriate, with the Epping Forest Acts 1878 and 1880 (as amended) and all other relevant legislation.

(b) the ownership and management of the following open spaces in accordance with the provisions of the Corporation of London Open Spaces Act 1878:

Coulsdon and other Commons (registered charity no. 232989), the other Commons being Kenley Common,

Farthing Downs and Riddlesdown

West Wickham Common and Spring Park (registered charity no. 232988)

Ashted Common (registered charity no. 1051510)

Burnham Beeches and Stoke Common (registered charity no. 232987)

(c) appointing such Consultative Committees as are considered necessary for the better performance of its duties including an,

Ashted Common Consultative Committee

Burnham Beeches Consultative Committee

City Commons Consultative Committee

Epping Forest Centre Joint Consultative Committee