

<b>Committees:</b>	<b>Dated:</b>
Hampstead Heath, Highgate Wood & Queen's Park Committee	21 February 2018
<b>Subject:</b> Policy for Bench Dedications and Sponsorships at Hampstead Heath	<b>Public</b>
<b>Report of:</b> Superintendent of Hampstead Heath	<b>For Decision</b>
<b>Report author:</b> Lucy Gannon, Open Spaces Department	

### Summary

The proposed Policy for bench dedications and sponsorships sets out a clear framework for the management of benches at Hampstead Heath. The proposed Policy is based on recommendations and principles that were presented to this Committee in May 2017 and it updates the current position on the dedication and sponsorship of benches in light of a review of the existing 'memorial bench' scheme conducted throughout 2016 and 2017.

### Recommendation

It is recommended that:

- Members consider the comments and feedback provided by the Hampstead Heath Consultative Committee.
- Members approve the Policy (see appendix 1) for bench dedications and sponsorships.

### Main Report

#### Background

1. Following a review of management of the 'memorial bench' scheme at Hampstead Heath, six recommendations for addressing the backlog in bench dedications were drafted. These were agreed by Members of this Committee in May 2017.
2. There is a long tradition of dedicating benches on the Heath dating back to the 1970s and, today, many benches that pre-date 1995 are reaching the end of their serviceable life.
3. There has been a gradual increase in demand for bench dedications over time which led to past Superintendents implementing an informal cap on the total number of benches and their locations.

4. Incomplete sponsorship records and uncertainty about terms and length of historical agreements have meant that renewal or re-dedication of benches has become complicated. Recognising the sensitive nature of these requests, a waiting list was established approximately ten years ago to manage requests fairly and transparently.
5. In 2015 a temporary hold was placed on the waiting list and no new applications were accepted pending a review of the scheme. A survey was completed in 2016 to map the location and assess the condition of 550 benches across the Heath.

### **Current Position**

6. Development of a Policy for bench dedications and sponsorships is a key element of a priority project in the proposed 2018/19 Divisional Plan. The project aims to achieve a high quality service that is self-funding by 2020.
7. Building on the six recommendations agreed in May 2017, a protocol has been developed to ensure historic bench dedications are handled with sensitivity and fairness to ensure people who have sponsored a bench in the past have adequate opportunity to get in contact and to make arrangements. An ongoing trial of this protocol commenced in 2017 across the Heath and has received a positive response with over 90 contacts made in response to seeing a notice. The proposed policy sets out this protocol in detail.
8. Annual maintenance and repair of benches is prioritised in the Annual Work Programme (AWP) for Operations, including a programme for replacement of benches that are reaching the end of their serviceable life. Administration of the sponsorship service is set out in the Support Services section of the AWP.
9. The proposed Policy has been prepared following a benchmarking exercise of comparable bench schemes administered by neighbouring local authorities and open space managers. It has been drafted to be consistent with the terminology and procedures used by other Open Spaces Divisions, particularly the Epping Forest policy for dedications and sponsorships developed in 2017, while specifically addressing aspects unique to the Heath.

### **Consultation**

10. The guidance set out in the proposed Policy has been discussed with Members of the Hampstead Heath Consultative Committee over a number of walks during 2016, resulting in six recommendations that were agreed by Members of this Committee May 2017.
11. Members of the Hampstead Heath Consultative Committee received a report and the draft Policy at their meeting in January 2018.

### **Next Steps**

12. Following consultation with Members of the Hampstead Heath Consultative Committee, Officers are seeking agreement in relation the proposed Policy.

13. Progress will be reported annually via the reporting framework being developed for the Divisional Plan and the AWP.

### **Financial Implications**

14. A key aim of the improvements to the bench dedications and sponsorships scheme is to provide a high quality service that is self-funding on an annual basis. No change to fees and charges for sponsorships is proposed at this time. Fees and charges will be reviewed on an annual basis and will continue to be set out annually for Committee approval. The proposed Policy sets out the structure for fees and charges associated with bench sponsorships.

### **Corporate Implications**

15. The proposed Policy has been developed in the context of the Open Spaces Business Plan and the 2007 Hampstead Heath Management Plan. It will be implemented via the Management Framework for the Division, with key actions to be prioritised on an annual basis, commencing with the 2018/19 financial year.

### **Conclusion**

16. The proposed Policy for bench dedications and sponsorships sets out a clear framework (see appendix 1) for effective management of benches at Hampstead Heath. The Superintendent seeks feedback from Members prior to finalising the Policy.

### **Appendices**

- Appendix 1 – Proposed Policy for Bench Dedications and Sponsorships at Hampstead Heath.

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