



Epping Forest & Commons Committee (For Information Items)

Date: THURSDAY, 18 MAY 2023

Time: 11.00 am

Venue: COMMITTEE ROOM - 2ND FLOOR WEST WING, GUILDHALL

3. ORDER OF THE COURT OF COMMON COUNCIL

To receive the Order of the Court of Common Council dates 27th April 2023, appointing the Committee and setting its Terms of Reference.

For Information
(Pages 3 - 4)

7. MATTER ARISING

For Information

- a) Action Log (Pages 5 - 8)
Report of the Town Clerk.

Epping Forest

9. ASSISTANT DIRECTOR'S UPDATE

Report of the Executive Director, Environment.

For Information
(Pages 9 - 20)

The Commons

10. ASSISTANT DIRECTOR'S UPDATE

Report of the Executive Director, Environment.
(To Follow).

For Information

Natural Environment

13. **DIRECTOR'S REPORT**

Report of the Executive Director, Environment.

For Information
(Pages 21 - 26)

15. **SPORTS STRATEGY VERBAL UPDATE**

The Executive Director, Environment to be heard.

For Information

16. **CHARITIES REVIEW UPDATE**

Head of Corporate Charities Funding Unit to be heard.

For Information

Part 2 - Non-Public Agenda

21. **MATTERS ARISING**

For Information

- a) Action Log (Pages 27 - 28)
Report of the Town Clerk.

22. **HISTORICAL INCOME REPORT (2018-24) FOR EPPING FOREST**

Report of the Chamberlain.
(*To Follow*).

For Information

Agenda Item 3

LYONS, Mayor	RESOLVED: That the Court of Common Council holden in the Guildhall of the City of London on Thursday 27 th April 2023, doth hereby appoint the following Committee until the first meeting of the Court in April, 2024.
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EPPING FOREST & COMMONS COMMITTEE

1. **Constitution**

A Non-Ward Committee consisting of,

- two Aldermen nominated by the Court of Aldermen
- 8 Members elected by the Court of Common Council at least one of whom shall have fewer than five years' service on the Court at the time of their appointment
- the Chairman and Deputy Chairman of the Natural Environment Board (ex-officio)
- plus, for the consideration of business relating to Epping Forest only, four Verderers elected or appointed pursuant to the Epping Forest Act 1878.

2. **Quorum**

The quorum consists of any five Members.

For the purpose of non-Epping Forest related business the quorum must consist of five Committee Members who must be Members of the Court of Common Council.

3. **Membership 2023/24**

ALDERMEN

- 4 Nicholas Stephen Leland Lyons
- 1 Vincent Keaveny

COMMONERS

- 8 (4) Graeme Martyn Doshi-Smith, Deputy
- 9 (3) Gregory Alfred Lawrence
- 6 (2) Benjamin Daniel Murphy *for a three-year term*
- 2 (2) Madush Gupta, Deputy *for a three-year term*
- 7 (2) George Christopher Abrahams
- 7 (2) Caroline Wilma Haines
- 2 (2) Jaspreet Hodgson *for a two-year term*
- 9 (1) Deputy Philip Woodhouse

together with the ex-officio Members referred to in paragraph 1 above and:-

Verderers pursuant to the provisions of the Epping Forest Act, 1878:-

- Michael Chapman, D.L.
- H.H. William Kennedy
- Paul Morris
- Nicholas Munday

4. **Terms of Reference**

To be responsible, having regard to the overall policy laid down by the Natural Environment Board, 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)
 - Ashtead 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:-
 - Ashted Common Consultative Committee
 - Burnham Beeches Consultation Group
 - Epping Forest Consultative Committee
 - West Wickham, Spring Park and Coulsdon Commons Consultative Committee

- (d) expressing views or making recommendations to the Natural Environment Board for that Committee's allocation of grants which relate to Epping Forest and Commons.



Number	Recommendation	Progress Update	Owner	Creation date	Target date
2022-1	Emergency Planning – Fire Risk: Committee requested a report on the learnings from the wildfires which took place in the summer of 2022 and what additional, detective or preventative measures could be taken to mitigate the risk		Paul Thompson / Geoff Sinclair	13 Oct 2022	16 March 2023
2022-2	Buffer Land: The Superintendent of Epping Forest to provide DMOG with information on the method of counting deer and how assessments are made on deer stock across Epping Forest land.	16 March 2023 – PT apologies for the delay in supplying some data and would arrange for the data to be gathered.	Paul Thomson	13 Oct 2022	16 March 2023
2022-3	Buffer Land: The Superintendent of Epping Forest to provide DMOG with analysis to understand: i) The intended use of agricultural land forming part of the Buffer Lands ii) The extent of the anticipated damage caused by deer iii) The extent to which deer pass from Buffer Lands onto Epping Forest charity land iv) The extent to which adjacent land managers manage the deer population v) The extent to which deer fencing and other physical deer management techniques can protect the Epping Forest charity land, e.g. deer fencing on Copped Hall.	16 March 2023 – PT apologies for the delay in supplying some data and would arrange for the data to be gathered.	Paul Thomson	13 Oct 2022	16 March 2023
2022-4	Lodges: Income Generation: Members discussed vacant lodges that required investment. The Executive Director, Environment noted that a structure and aspiration were required for a long-term approach. It was requested that a business case on potential funding be brought back to the Committee regarding the costs of refurbishing lodges.		Juliemma McLoughlin	21 Nov 2022	18 May 2023
2023-1	Avian Flu: The Committee agreed that a ‘lessons learned’ review be brought back to the Committee considering: - Risk mapping - Challenges		Paul Thomson	26 January 2023	18 May 2023



	<ul style="list-style-type: none"> - Comms with DEFRA - Processes understanding - Sterilisation - Communications with public 				
2023-2	Projects - Members requested that a GAANT chart of all major Epping Forest and Commons Committee projects be produced, to show the timeline and key project milestones requiring decision or oversight		Simon Glynn	26 January 2023	17 February 2023
2023-3	Car Parking Charges: The Committee requested information on the full cost of operating a parking scheme, which should include all associated costs from equipment to the opening and closing of the car parks daily. Committee recognised that opening and closing the car parks also derived other benefits, such as limiting fly tipping and anti-social behaviour.		Jacqueline Eggleston	26 January 2023	16 March 2023
2023-4	Car Parking Income: Committee understood that parking charges were introduced to cover a 12% budget cut. Committee asked the Chamberlain to confirm if the car parking income generated from 2021 and 2022 was more than the 12% cuts equivalent or less. If more, the Chamberlain to confirm how this income has been spent. Members gave a clear view that surplus car parking income should be spent on car park resurfacing.	<p>Update received 15/02/23</p> <p><i>The 12% savings required for Epping Forest & Commons Committee were a reduction in net expenditure to the committee's 2021/22 original local risk budget of £523k (split £334k Epping Forest and £189k The Commons). All 12% savings have been made at Epping Forest but an amount of £72k remains unidentified for The Commons (split Burnham Beeches £39k and WW&CC £33k) for 2022/23 currently and next year's 2023/24 budget, as reported in the estimates report</i></p>	Simon Owen	26 January 2023	16 March 2023



		<p><i>approved by committee 21st November 2022.</i></p> <p><i>This sum of £72k is still in the process of being identified but is expected to be met by the implementation of the TOM Phase 2 to meet the estimates target for 2023/24. For this year 2022/23, EF&C Committee is currently expected to meet its local risk budget due to other offsetting underspends and additional income streams as reported in the finance progress update recently.</i></p>			
2023-5	<p>Volunteers: Committee asked Officers to find identify a suitable and consistent framework for recording and measuring the impact volunteers are having on the delivery of management plans for individual charities. Members also requested that thought be given to celebrating and rewarding volunteers.</p>		Sally Agass	26 January 2023	18 May 2023
2023-6	<p>Dog Waste Bag Savings Scheme – Committee requested the Superintendent of the Commons to consider a dog waste bags sponsorship scheme</p>		Geoff Sinclair	26 January 2023	18 May 2023
2023-7	<p>HM King Charles III Coronation – Committee requested Officers consider plans for marking the King’s Coronation and whether there is an opportunity to leverage ‘The Big Help Out’ for a volunteering event on Monday 8th May 2023</p>		Paul Thompson / Geoff Sinclair	26 January 2023	16 March 2023
2023-8	<p>Risk Register – Committee requested that all related risks which impact any Epping Forest and Commons Committee charity are listed on the respective registers. Risks which have a common theme across</p>		Joanne Hill	26 January 2023	16 March 2023



	the Natural Environment department should be duplicated onto the Departmental Risk Register. Key Risks should also be duplicated up to the Corporate Risk Register. This is to ensure Trustees have full sight of all relevant risks.				
2023-9	Review of Dog Control Measures – Committee noted that the Commons would bring forward PSPO extension plans, but asked the Superintendent of Epping Forest to consider whether additional action is now required to tighten dog control measures, to include accreditation/ licensing of professional dog walkers, limits on number of dogs per dog walker and updates to byelaws. Hampstead Heath running a pilot study, which will feed into the approach.		Jacqueline Egglestone	26 January 2023	18 May 2023
2023-10	Future Trends - Chairman noted that Chamberlains should prepare a report on historic data showing the future trends on income and the said report should be made available for discussions at the next meeting. The reporting is expected to include granular level information, including land and property and charity level reporting.		Simon Owen	16 March 2023	18 May 2023
2023-11	Risk Register - The Committee requested that a Risk Register and an updated report be presented at the Committee in May.		Jo Hill	16 March 2023	18 May 2023
2023-12	Historic Income - Members requested that the Chamberlain prepare a report for the May Committee showing the historic position, and the trends over the last five years which would help predict how to generate income in the future.		Simon Owen	16 March 2023	18 May 2023

Agenda Item 9

Committee(s)	Dated:
Epping Forest and Commons Epping Forest Consultative Group	18/05/2023 21/06/2023
Subject: Epping Forest – Assistant Director’s Update (SEF 07/23) February – March 2023	Public
Which outcomes in the City Corporation’s Corporate Plan does this proposal aim to impact directly?	2, 5, 11 & 12
Does this proposal require extra revenue and/or capital spending?	No
If so, how much?	N/A
What is the source of Funding?	City’s Cash Local Risk if required
Has this Funding Source been agreed with the Chamberlain’s Department?	Y
Report of: Juliemma McLoughlin, Executive Director Environment Department	For Information
Report author: Paul Thomson – Assistant Director (Superintendent) of Epping Forest	

Summary

The purpose of this report is to summarise Epping Forest’s activities between February and March 2023. The Assistant Directors report is presented in a revised format that retains essential information for Members, using a dashboard style to summarise key data and statistics. Further data streams will be added to subsequent reports.

Of particular note was the completion of a second Countryside Stewardship Scheme bid for Epping Forest; the My London news website naming Epping Forest as one of the best Forests in the UK; delays to work on hazardous trees by contractors due to mechanical failures; increased dung beetle levels associated with the retention of cattle on the Forest across the winter; an unsuccessful Green & Resilient Spaces bid to the GLA for the Wanstead Park and a move to appoint and design and build contractor for Baldwins Pond dam following unsuccessful preferred bid negotiations.

Recommendation(s)

Members are asked to:

- Note the report.

Main Report

Epping Forest Local Risk Financial Summary – Appendix 1

1. Appendix 1 contains graphical representation of financial data to the end of March 2023 (period 1223). These figures are Epping Local Risk only and do not include central risk elements such as City Surveyors projects.
2. The first table in appendix 1 gives actual expenditure to the end of March 2023 against whole year budget, subdivided by type and Department of Service (DOS), where CGC is Chingford Golf Club, CSS is Countryside Stewardship, WF is Wanstead Flats (football) W&W is Woodredon and Warlies and EF is all other expenditure/income at Epping Forest. This is further summarised graphically in Budget and Actuals by Type, across all these Departments of Service for this financial year.
3. Debt figures have been managed downward very significantly over the last twelve months, a reduction in debt by £28,841.02 since the last report. Property debts are largely wayleaves and similar, administered through one system, while non-property are all other payable invoices raised by the Epping Forest office.
4. The overall financial summary at Appendix 1 shows figures at 31st March prior to processes, movements and recharges necessary for closure of accounts. Early indications are a small underspend of approximately £27,000 which is likely to bring final outturn to 98.9% of gross budget (or 99.4% gross expenditure budget). This is alongside a strong case for carry forward of £120,000 funding for tree safety contracted works that have been delayed by mechanical failures.
5. All financial information shown in Appendix 2 is a subset of these Appendix 1 figures.

Epping Forest Key data – Appendix 2

6. **Car Parking Income (table 1)** – Monthly income for car parking in FY 22/23 has largely exceeded that received in the previous financial year, excepting in winter months.
7. **Licencing (table 2)** - Licencing continues to do well, particularly in Filming and Photography. This is an unpredictable income stream, but work continues to focus on growing this area where possible.
8. **Golf Income (table 3)** – Income is reduced for February and March mainly due to the wet weather. Yearly income totals show a healthy outturn against budget. Project work on holes 3, 9, 15 & 16 to rebuild and level the teeing areas continued. Irrigation on these holes along with holes 2 & 10 were

upgraded to improve water delivery improving playing surfaces in peak season months.

9. **Energy Consumption (table 4)**- The Epping Forest team are investing in battery storage for our existing large solar arrays to utilise power during peak periods, avoiding the loss of value by channelling excess power to the National Grid at a low tariff.
10. **Waste Disposal (table 5)** - The 1.95% rise in Landfill Tax Disposal charges to £98.60 per tonne since April 2022 continues to be reflected in the rise in disposal charges, alongside fluctuations in fly tipping experienced. These disposal costs include our own waste generated as well as that collected from litter, fly tip clearance or speciality waste.
11. This data will be utilised to monitor the impact of trials of new time slot booking and identification requirements at Household Waste Recycling Centres in Essex, which began on 13 March 2023.
12. **Fly tips (table 6)** – General household waste continues to dominate the fly tips experienced across Epping Forest.
13. **Staff Vacancies (table 7)** - This pie chart shows FTE posts in current structure (not proposed structure post-TOM phase 2) filled either by permanent or fixed term contract, versus vacant. Posts filled with casual or temporary staff are shown as vacant.
14. **Volunteering (table 8)** – Although variable, volunteer hours continue to average at around 1,000 hours per month level. There is often a lag in hours work and data recorded, so recent months will be updated in future reports.
15. **Current Lodge Occupancy** –14 lodges are currently empty. Refurbishment works, including removal of known asbestos containing materials are being undertaken from local risk and Forest Fund, but outcome of TOM is awaited prior to making decisions on future use. These figures do not include facilities at Field Studies Centre High Beach, or the Warren House.
16. **Visitor Centre Numbers (table 10)** - Visitor numbers mirrored previous year trends, with decreases as weather declined and daylight hours shrunk.
17. **Outstanding Tree Works** – Better-than-budgeted income for this financial year has been directed towards addressing the backlog of works through the procurement of contractors on a risk priority basis. A catastrophic plant failure experienced by contractors did delay works in late March, but these are being caught up. All remaining in house arborist teams are now on 100% tree safety works until the figures are once again manageable. Job numbers are 20% reduced from last report, with new survey also being added.
18. **Grazing (table 12)** – Increased dung beetle activity has been observed associated with retained cattle grazing across the winter. Planning permission has been granted for a hay shed at Great Gregories. A second

application has been submitted for further buildings which are part of grant-funded works under Countryside Stewardship.

19. **Site of Special Scientific Interest (SSSI) (table 13)** - Natural England's current assessment places 30 of the Forest's 38 SSSI compartments in 'Favourable' or 'Unfavourable Recovering' condition. Last updated in Jun '22.
20. **Quality Awards** - Green Flag and Green Heritage Site awards renewed 30th July 2022. Coveted Visit England 'Blue Badge' Visitor Attraction Quality Assurance Scheme (VAQAS) also renewed.
21. **Social Media** – Follower numbers on Facebook, Instagram and Twitter remain healthy and all show a small increase since last report. The My London news website named Epping Forest as one of the best Forests in the UK.
22. Further tables planned for future reports include current status of cases proceeding through prosecution stages, learning sessions, detail of tenancies and wayleaves and football play statistics but are delayed due to available resource at present.
23. **Operations** – Work has been principally focused on tree safety and vegetation against property responsibilities, alongside contracted work on 517 priority hazardous trees and tender the Epping Forest Tree Inspection programme.
24. **Heritage** – External contractors have been commissioned to undertake a full Light Imaging, Detection and Ranging (LiDAR) overflight of Epping Forest and the Buffer Land which will collection information on poorly understood heritage features as part of the Charity's Section 7(3) duties in the Epping Forests Acts 1878 and 1880.
25. **Learning** – The learning team are leading a new 'Climate Action Pathways in Education' (CAPE) alliance, bringing together teachers and researchers to develop best practice in climate education. The alliance will work together to change today's education for tomorrow's climate, equipping people with the knowledge and skills to take climate action and protect the environment.
26. The learning programme has engaged 3,381 school students at Epping Forest (April 2022 – March 2023). The programme has reached schools from some of London's most deprived boroughs, including Tower Hamlets, Enfield, Newham, Hackney and Haringey. Schools took part in facilitated workshops that support the National Curriculum and boost fusion skills, wellbeing and connection to nature.

Epping Forest school visits: number of students and boroughs of origin	Newham	Islington	Hackney	Waltham Forest	Haringey	Redbridge	Brent	Tower Hamlets	Enfield
January	90		120	180	13				
February		18	30		26				
March				77	18	60	12	76	42

Additional Important Updates

Projects

27. **Countryside Stewardship Grant Scheme** - An application to the government's Countryside Stewardship (CS) grant scheme is being prepared for the second half of the Forest, this follows on from the first CS agreement started in 2020. The works cover restoration of nationally important habitats, preservation of historic features and assisting visitors to navigate the Forest. A public consultation on the proposals is open until 10th March 2023. Work to a further CS bid for Copped Hall Park has been postponed due to competing pressures associated with the Carbon Removals Project.

28. **Green & Resilient Places Round Two Bid to GLA** – An application to improve the water catchment arrangements at Wanstead Park was unsuccessful in a heavily oversubscribed second round.

Appendices

Appendix 1 – Epping Forest Local Risk Financial Summary

Appendix 2 – Epping Forest Key Data

Appendix 3 – Epping Forest Project Gant chart

Paul Thomson

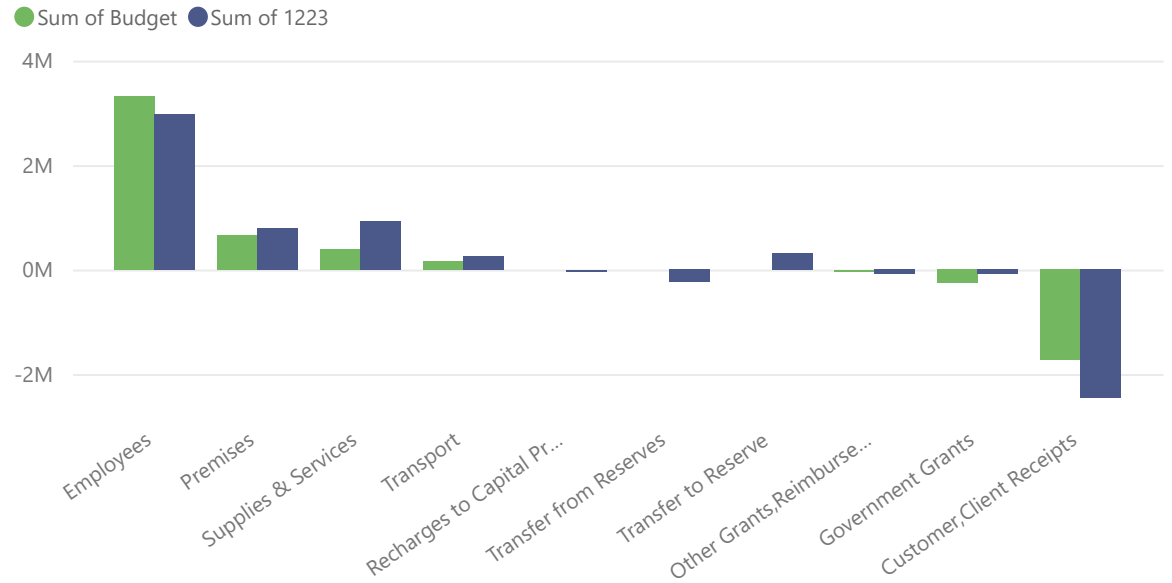
T: 0208 532 1010

E: paul.thomson@cityoflondon.gov.uk

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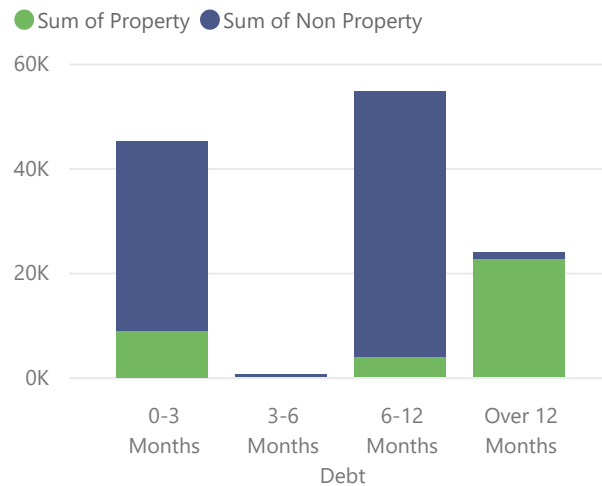
Exp/Inc	P&L Header	DOS	Sum of Budget	Sum of 1223
Income	Customer,Client Receipts	CGC	-348,000	-459,038.00
Income	Customer,Client Receipts	EF	-1,224,000	-1,908,835.00
Income	Customer,Client Receipts	W&W	-69,000	-46,209.00
Income	Customer,Client Receipts	WF	-90,000	-45,186.00
Expenditure	Employees	CGC	207,000	154,135.00
Expenditure	Employees	EF	2,891,000	2,564,407.00
Expenditure	Employees	W&W	56,000	52,045.00
Expenditure	Employees	WF	172,000	197,477.00
Income	Government Grants	CSS	-173,000	-1,684.00
Income	Government Grants	EF	-72,000	-79,117.00
Income	Government Grants	W&W	-12,000	-13,064.00
Income	Government Grants	WF	0	-60.00
Income	Other Grants,Reimbursements and Contributions	EF	-18,000	-90,234.00
Expenditure	Premises	CGC	26,000	19,064.00
Expenditure	Premises	CSS	173,000	82,588.00
Expenditure	Premises	EF	428,000	639,586.00
Expenditure	Premises	W&W	3,000	16,101.00
Expenditure	Premises	WF	26,000	29,417.00
Income	Recharges to Capital Projects	EF	0	-25,596.00
Expenditure	Supplies & Services	CGC	43,000	138,047.00
Expenditure	Supplies & Services	EF	346,000	753,078.00
Expenditure	Supplies & Services	W&W	0	13,864.00
Expenditure	Supplies & Services	WF	9,000	17,602.00
Income	Transfer from Reserves	CGC	0	
Income	Transfer from Reserves	CSS	0	-126,081.00
Income	Transfer from Reserves	EF	0	-107,765.00
Expenditure	Transfer to Reserve	CSS	0	
Expenditure	Transfer to Reserve	EF	0	317,500.00
Expenditure	Transport	CGC	7,000	4,985.00
Expenditure	Transport	EF	140,000	246,535.00
Expenditure	Transport	WF	7,000	5,623.00
Total			2,528,000	2,349,185.00

Budget and Actuals by type



Debt

Down £28,841.02 since last report



Expenditure

4,534,000 Sum of Budget
 5,252,054.00 Sum of 1223
 115.84% Actual by Budget

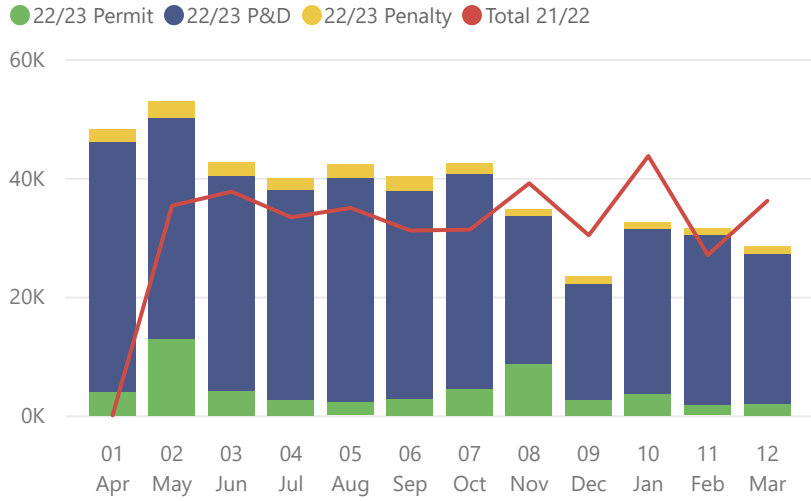
Income

-2,006,000 Sum of Budget
 -2,902,869.00 Sum of 1223
 144.71% Actual by Budget

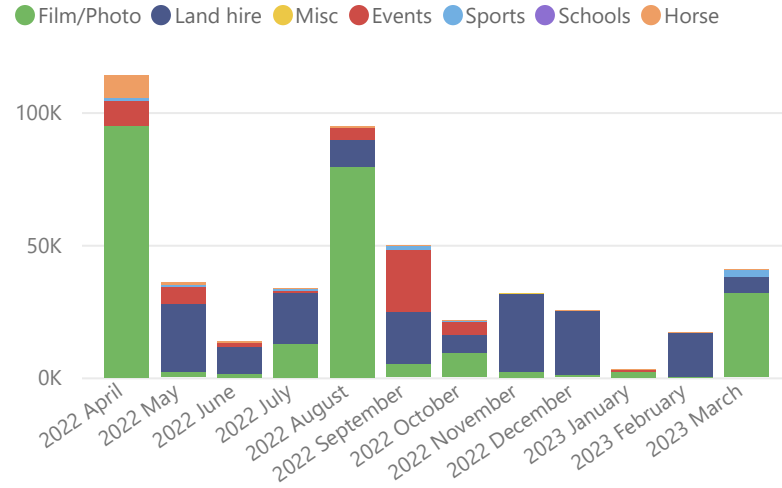
Epping Forest performance against budget to end Mar 23 (period 1223, 100% of FY)

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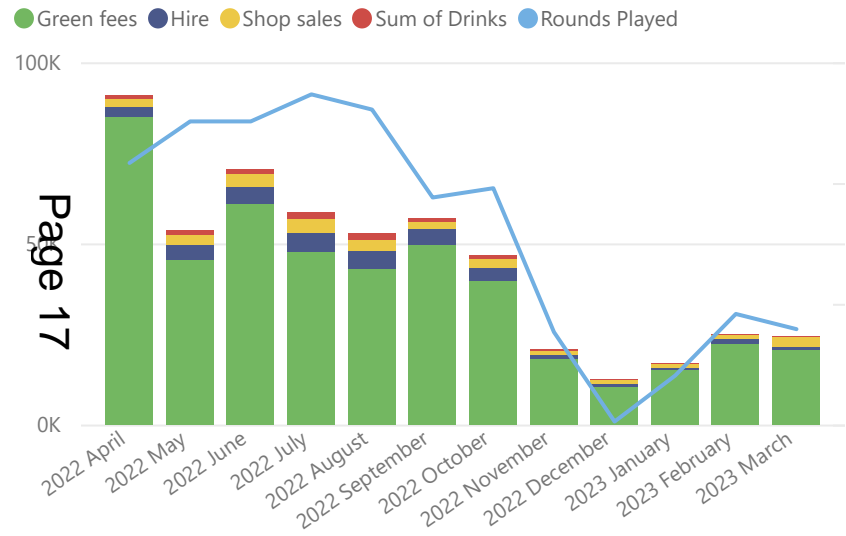
1. Car Parking Income



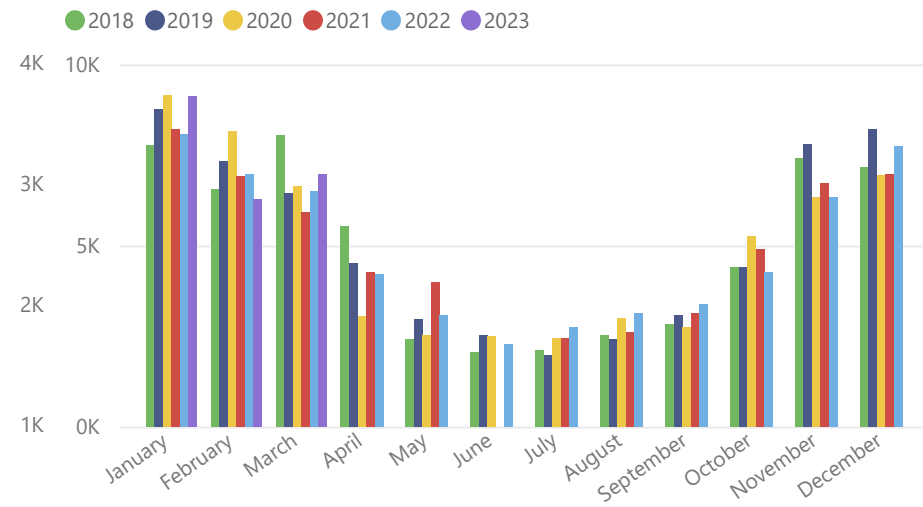
2. Licensing Income 2022/23



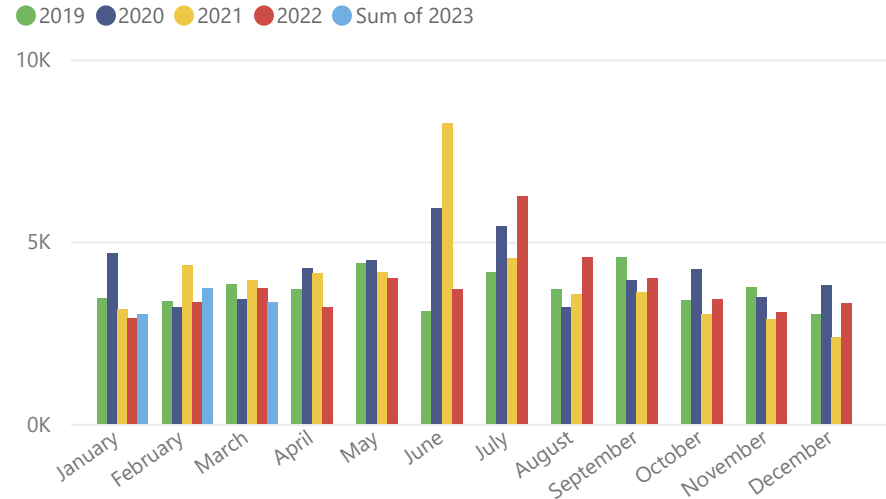
3. Golf Income



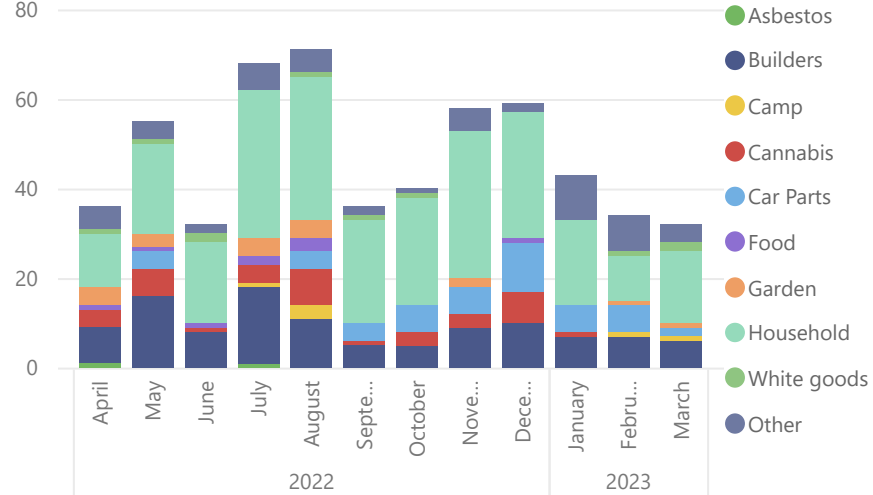
4. Energy Consumption at the Warren kWh



5. Waste Disposal Costs by Month



6. Fly Tips Rolling Year



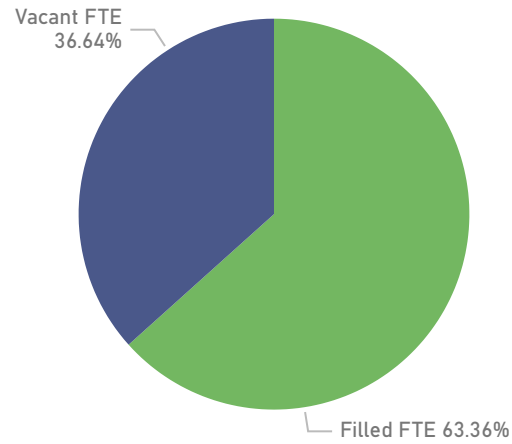
Tenancies and Wayleaves



Football income



7. Current Staff Vacancies



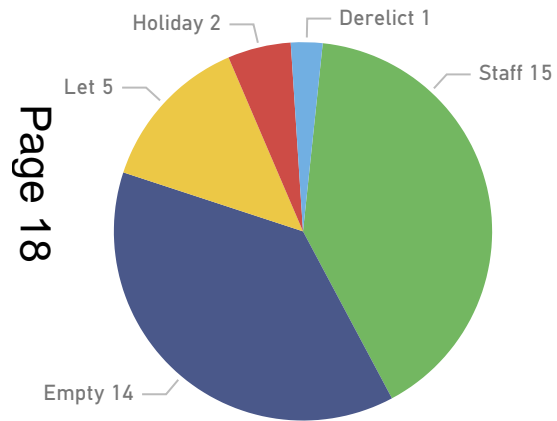
8. Volunteer Hours



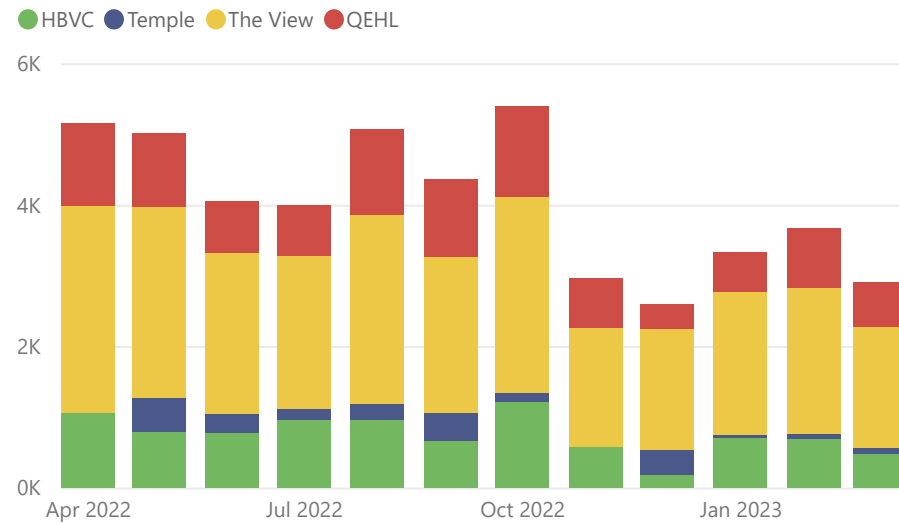
Prosecutions



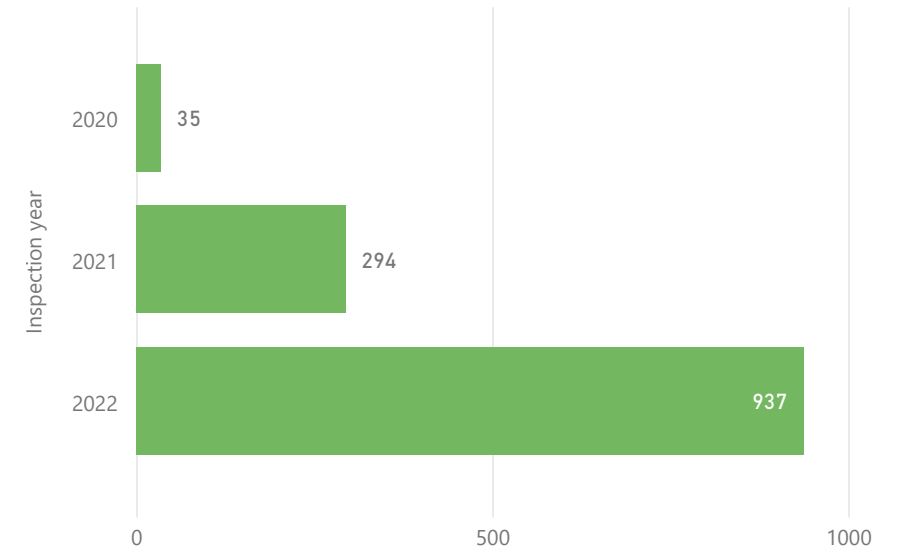
9. Current Lodge Occupancy



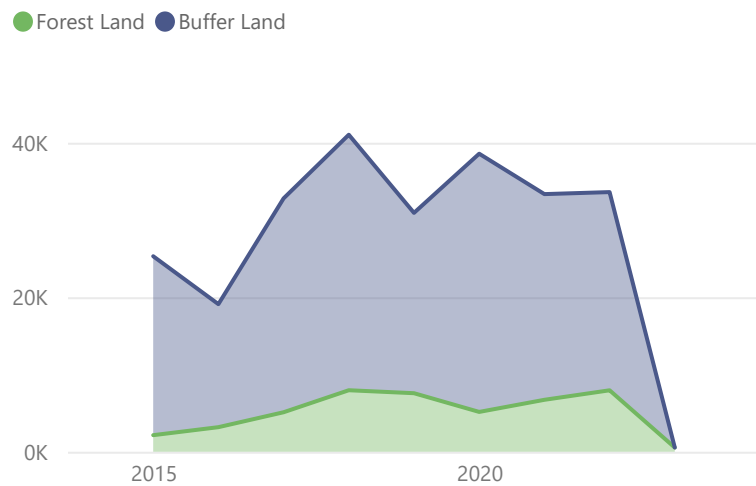
10. Building Visitor Numbers



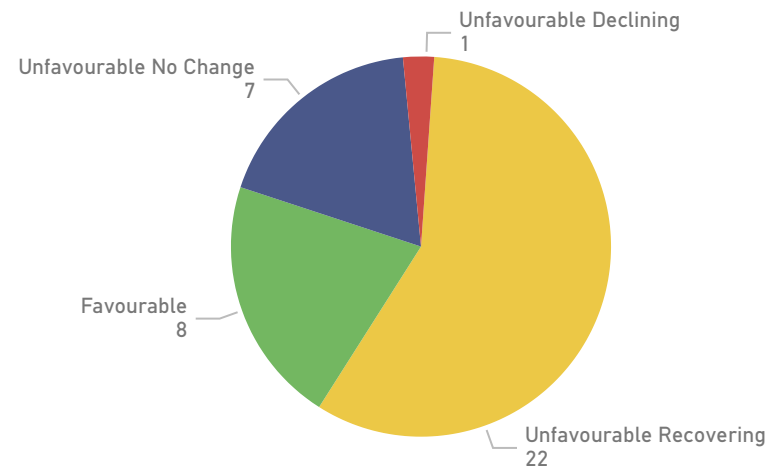
11. Outstanding Tree Works



12. Grazing Days by Year



13. NE SSSI Condition



VAQAS
Renewed

Green Heritage
Renewed

Green Flag
Renewed

Facebook
4673 ↑

Instagram
3746 ↑

Twitter
9827 ↑

ID	Task Mode	Task Name	2022	Qtr 1, 2023	Qtr 2, 2023	Qtr 3, 2023	Qtr 4, 2023	Qtr 1, 2024	Qtr 2, 2024	Qtr 3, 2024	Qtr 4, 2024	Qtr 1, 2025	Qtr 2, 2025	Qtr 3, 2025	Qtr 4, 2025	Qtr 1, 2026	
			Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb
1																	
2		TOM															
3	✓	Consultation phase															
4		Consolidation															
5		Documentation & Grading															
6		Recruitment															
7		Operational Property Review															
8		Charity Review															
9		Natural Capital Programme															
10		Natural Environment Strategies															
11		Visitor Management Plan Consultation															
12		CSS Applications															
13		Forest 1 now BAU															
14		Forest 2 Application															
15		Carbon Action Strategy / Buffer Land CSS															
16		Rookery Wood															
17		Dam works															
18		Ancient Monuments															
19		Wanstead Park CSS															
20		Wanstead Park HAR (waterscape)															
21	✓	Green Resilience Fund SUDS Feasibility															
22	✓	Green Resilience Waterscape Application															
23		High Risk Reservoir Works															
24		Wanstead Park HAR (landscape)															
25		HLF Bid															
26		Play Project															
27		Temple CMP															
28		Grotto landing stage phase 1															
29		Grotto landing stage phase 2															
30		Grotto stage 3															
31		Fixed Orienteering Course															
32		Epping Forest Bylaws															
33		Review and agree changes to action															
34		Legal preparation & evidencing															

Project: EF Project Tracker GAN
Date: Tue 02/05/23

Task		Inactive Summary		External Tasks	
Split		Manual Task		External Milestone	
Milestone		Duration-only		Deadline	
Summary		Manual Summary Rollup		Progress	
Project Summary		Manual Summary		Manual Progress	
Inactive Task		Start-only			
Inactive Milestone		Finish-only			

ID	Task Mode	Task Name	2022	Qtr 1, 2023	Qtr 2, 2023	Qtr 3, 2023	Qtr 4, 2023	Qtr 1, 2024	Qtr 2, 2024	Qtr 3, 2024	Qtr 4, 2024	Qtr 1, 2025	Qtr 2, 2025	Qtr 3, 2025	Qtr 4, 2025	Qtr 1, 2026	
			Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb
35	▶	Formal process to completion															Jo Hurst, Paul Thoms
36	▶	Great Gregories Overwintering Facility															
37	▶	Planning application															John Phillips
38	▶	Construction phase															John Phillips
39	▶	Parklife															
40	▶	Feasibility Study															Jacqueline Eggleston
41	▶	Planning Process															Jacqueline Eggleston
42	▶	Contracts and construction															Jacqueline Eggleston, Tristan Vetta
43	▶	Residential Asset Review															
44	▶	Staff Residency Policy Review															Jo Hurst
45	▶	Empty Lodge Refurbishment															Jo
46	▶	The Warren House															Jo
47	▶	Path Repair Project															
48	▶	Tenders and Contracts															Ben Rosendale, Jacqueline Eggleston
49	▶	Delivery phase															Ben Rosendale
50	▶	Forest Transport Strategy															Jacqueline Eggleston
51	▶	Ancient Tree Sponsorship															Jacqueline Eggleston
52	▶	Wedding and Event Management															Ben Rosendale
53	▶	Car Park Refurbishments															
54	▶	Design and Specification															Ben Rosendale
55	▶	Contract and Tendering															Ben Rosendale
56	▶	Onsite Delivery															Ben Rosendale
57	▶	Strategic Access Monitoring & Migration Strategy															
58	▶	All party agreement															Tristan Vetta
59	▶	SAMMS Officer Recruitment															Jacqueline Eggleston
60	▶	Clays Lane Future Use															
61	▶	Planning and Consultation															Tristan Vetta
62	▶	Contracts and Initialisation															Tristan Vetta
63	▶	Capel Road Future Use															
64	▶	Contracts															Tristan Vetta
65	▶																
66	▶																
67	▶?	World Heritage Site															
68	▶	National Nature Reserve															
69	▶	Scoping Report															Jacqueline Eggleston, Tristan Vetta
70	▶?	Dog Control Review															

Project: EF Project Tracker GAN
Date: Tue 02/05/23

Task		Inactive Summary		External Tasks	
Split		Manual Task		External Milestone	
Milestone		Duration-only		Deadline	
Summary		Manual Summary Rollup		Progress	
Project Summary		Manual Summary		Manual Progress	
Inactive Task		Start-only			
Inactive Milestone		Finish-only			

Committee(s): Epping Forest and the Commons Committee	Date(s): 18 th May 2023
Subject: Executive Directors Report	Public
Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly?	1, 2, 3, 4, 5, 11 & 12
Does this proposal require extra revenue and/or capital spending?	N/A
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: Juliemma McLoughlin, Executive Director, Environment	For information
Report author: Juliemma McLoughlin Executive Director Environment	

Summary

This report provides the Committee Members with an update on matters relating to the work of the Natural Environment Division of the Environment Department since the last Committee in February 2023.

Recommendation

Members are asked to:

- Note the contents of the report.
- Provide feedback on the contents of the report

Main Report

Members will be aware that the Epping Forest and Commons Committee held an Awayday on the 17 February. At the Awayday, there was extensive discussion on the developing Natural Environment Strategy which was presented in draft form. In addition, there was a detailed update on the various on-site projects and challenges at Epping Forest and the Commons. The draft NE Strategy is now brought together in an overarching document which will be used as a basis for consultation with key partners.

Charity Review

Members will also be aware, that the Corporate Charities Review (CCR) secured funding from Finance Committee to continue the CCR and additionally to support the

Natural Environment Division in 23/24 with the review of its charities. The Natural Environment Charity Review (NECR) was previously scoped under four broad themes but following a review session with the NECR working group comprising the CCR, the NECR will be rescoped. The scoping exercise, beginning with Epping Forest (232990) and Burnham Beeches & Stoke Common (232987), will focus on each charity in turn to develop charity specific and general recommendations, this approach has been successful with the CCR. A joint CCR/NECR report will be presented to your July Committees.

The initial focus of the NECR was on governance aspects, notably seeking to address the concern over a lack of clarity over the role and remit of the various Committees, which has been a longstanding concern. Following Officer consultation, it is considered these concerns should be incorporated and explored as part of the current scoping exercise. Accordingly, there will be no imminent change to Terms of Reference of the four Natural Environment Committees, though there is to be a name change for the Open Spaces and City Gardens Committee.

Changes to descriptors on the Charity Commission website have now been made, which should provide a clearer understanding of the full range of activities and functions. It is hoped that this will also help in the charities' fundraising efforts.

Key News from our Charities

Hampstead Heath

HMRC has confirmed that the registration of the new account for Hampstead Heath for gift aid has been approved and we are now in the process of setting up a framework that will allow the collection of gift aid for our campaigns, working with Just Giving. We are aiming for the use of Gift aid to be available this spring for North London Open Spaces and that it can be used as a pilot to be extended to our other sites.

As a nationwide initiative created to mark the Platinum Jubilee, the Queen's Green Canopy was extended to the end of the tree planting season, creating a living legacy to honour her Majesty. During the winter, the last of the 33 trees were planted in Hampstead Heath after the 54 trees planted in Epping Forest. Three of our ancient woodlands were also designated as part of the QGC: Ashted Common, Burnham Beeches and Epping Forest

The scoping of the Natural Environment Sport Strategy has started in parallel with the work for the Square Miles sport strategy. Key priorities are to maximise the potential of the facilities, activate our open spaces, celebrate the impact of sport and support local communities. A report is expected to be ready in the summer.

West Ham Park – Former Nursery Site

The commercial agreement with the preferred developer of the former nursery site is not yet finalised and pre-application discussion with LB Newham and relevant statutory agencies is on-going.

Learning

The learning programme has engaged 38,034 participants at Epping Forest, Hampstead Heath and West Ham Park (April 2022 – March 2023).

- 17,868 students participated in our school programme, which reached children in London's most deprived boroughs, including Tower Hamlets, Newham, Hackney, Waltham Forest and Haringey. Schools took part in facilitated workshops that support the National Curriculum and boost fusion skills, wellbeing and connection to nature.
- 19,868 people participated in our play programme at Hampstead Heath, with visitors enjoying activities which promoted social skills, physical fitness, confidence and wellbeing.
- 150 people participated in our community programme, including groups from Ambition Aspire Achieve and Chance UK.
- 90 people participated in our youth programme, including a pre-apprenticeship work experience programme for school students at risk of exclusion, careers events, and long-term programmes for pupil referral units.

The learning team hosted a climate education conference at the Guildhall, bringing together teachers and researchers to develop best practice in climate education. The alliance will work together to change today's education for tomorrow's climate, equipping people with the knowledge and skills to take climate action and protect the environment.

Projects Update

Natural Environment Strategy: Previous strategy work across key themes affecting Natural Environment has been combined in a single draft document. The combined document is being cross-referenced with all open space management plans and informed by current research on natural capital.

Monument: A feasibility study in relation to a Monument Visitor Centre, which could be delivered with a development partner through the Planning process, is underway and is due for completion in April 2023.

Wanstead Park: The Wanstead Park Ponds project is progressing towards Gateway 5, whilst a grant application to the GLA to support a prospective SUDs project at the park was rejected. Alternative funding options are now being explored. The activities

at the Grotto and Landing Stage have been combined into a single project, with new project governance and documentation in place.

Corporate & Strategic Implications

All projects and works delivered by our Charities contribute towards the achievement of the three aims set out in the City of London Corporate Plan 2018-23: Contribute to a flourishing society, Support a thriving economy and Shape outstanding environments.

A key strategic link is the Climate Action Strategy, and we work with the Departmental and Corporate teams to deliver those elements allocated to the Natural Environment Department,

Financial Implications

Not applicable

Resource Implications

Not directly applicable

Climate Implications

Not directly applicable

Legal Implications

Not applicable at this time but will be reported to Committee as part of the Charity Review

Risk Implications

Not applicable

Equality Implications

No impact.

Security Implications

Not applicable

Appendices

None

Julietta McLoughlin
Executive Director Environment
E: julietta.mcloughlin@cityoflondon.gov.uk

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of the Local Government Act 1972.

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