



Hampstead Heath Consultative Committee

Date: MONDAY, 29 JANUARY 2018

Time: 7.00 pm

Venue: PARLIAMENT HILL CONFERENCE ROOM, PARLIAMENT HILL STAFF YARD, PARLIAMENT HILL FIELDS, HAMPSTEAD HEATH, NW5 1QR

Members: Karina Dostalova (Chairman)
Anne Fairweather (Deputy Chairman)
Ray Booth (Barnet Mencap)
Nick Bradfield (Dartmouth Park Conservation Area Advisory Committee)
John Etheridge (South End Green Association)
Cindy Galvin (Heath Hands)
Colin Gregory (Hampstead Garden Suburb Residents' Association)
Michael Hammerson (Highgate Society)
Dr Gaye Henson (Marylebone Birdwatching Society)
Joanne Mould (London Wildlife Trust)
Helen Payne (Friends of Kenwood)
Thomas Radice (Heath and Hampstead Society)
Harunur Rashid (Black and Minority Ethnic Communities representative)
Susan Rose (Highgate Conservation Area Advisory Committee)
Steve Ripley (Ramblers' Association)
Ellen Solomons (Vale of Health Society)
Ellin Stein (Mansfield Conservation Area Advisory Committee & Neighbourhood Association Committee)
Richard Sumray (London Council for Recreation and Sport)
Simon Taylor (Hampstead Rugby Club)
David Walton (Representative of Clubs using facilities on the Heath)
John Weston (Hampstead Conservation Area Advisory Committee)

Enquiries: Alistair MacLellan
alistair.maclellan@cityoflondon.gov.uk

Dinner will be served in the Parliament Hill Café at the rising of the meeting

John Barradell
Town Clerk and Chief Executive

AGENDA

Public Agenda

1. **APOLOGIES**

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

3. **MINUTES**

To agree the public minutes and summary of the meeting held on 9 October 2017.

For Decision
(Pages 1 - 8)

4. **MINUTES OF THE HAMPSTEAD HEATH, HIGHGATE WOOD, AND QUEEN'S PARK COMMITTEE**

To receive the Minutes of the Hampstead Heath, Highgate Wood, and Queen's Park Committee meeting held on 15 November 2017

For Information
(Pages 9 - 18)

5. **NEW PHILANTHROPY CAPITAL PRESENTATION**

For Information

6. **SUPERINTENDENT'S UPDATE**

Report of the Superintendent of Hampstead Heath.

For Discussion
(Pages 19 - 34)

7. **DRAFT ANNUAL WORK PROGRAMME 2018/19**

Report of the Superintendent of Hampstead Heath.

For Discussion
(Pages 35 - 110)

8. **POLICY FOR BENCH DEDICATIONS AND SPONSORSHIPS AT HAMPSTEAD HEATH**

Report of the Superintendent of Hampstead Heath

For Discussion
(Pages 111 - 120)

9. **REVIEW EVENTS PROGRAMME 2017 & PROVISIONAL 2018 EVENTS PROGRAMME**

Report of the Superintendent of Hampstead Heath.

For Discussion
(Pages 121 - 138)

10. **HEATH HANDS**

The Superintendent of Hampstead Heath to be heard.

For Information
(Pages 139 - 146)

11. **UPDATE ON SECONDARY SCHOOLS PROGRAMME**

The Ponds Project Education Officer to be heard.

For Information
(Pages 147 - 148)

12. **QUESTIONS**

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

14. **DATE OF NEXT MEETING**

23 April 2018 at 7.00pm in the Parliament Hill Conference Room, Parliament Hill Fields, NW5 1QR.

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HAMPSTEAD HEATH CONSULTATIVE COMMITTEE **Monday, 9 October 2017**

Minutes of the meeting of the Hampstead Heath Consultative Committee held at Parliament Hill Conference Room, Parliament Hill Staff Yard, Parliament Hill Fields, Hampstead Heath, NW5 1QR on Monday, 9 October 2017 at 7.00 pm

Present

Members:

Karina Dostalova (Chairman)
Nick Bradfield (Dartmouth Park Conservation Area Advisory Committee)
John Etheridge (South End Green Association)
Cindy Galvin (Heath Hands)
Colin Gregory (Hampstead Garden Suburb Residents' Association)
Michael Hammerson (Highgate Society)
Dr Gaye Henson (Marylebone Birdwatching Society)
Helen Payne (Friends of Kenwood)
Thomas Radice (Heath and Hampstead Society)
Susan Rose (Highgate Conservation Area Advisory Committee)
Steve Ripley (Ramblers' Association)
Ellen Solomons (Vale of Health Society)
Ellin Stein (Mansfield Conservation Area Advisory Committee & Neighbourhood Association Committee)
Richard Sumray (London Council for Recreation and Sport)
Simon Taylor (Hampstead Rugby Club)
John Weston (Hampstead Conservation Area Advisory Committee)

Attending:

Carol Dukes (representing Ray Booth)
John Carrier (Petitioner on Item 7)
Tim Sanders (Petitioner on Item 7)

Officers:

Alistair MacLellan	-	Town Clerk's Department
Bob Warnock	-	Superintendent of Hampstead Heath
Declan Gallagher	-	Operational Service Manager
Richard Gentry	-	Constabulary and Queen's Park Manager
Jonathan Meares	-	Conservation and Trees Manager
Yvette Hughes	-	Business Manager
Lucy Gannon	-	Projects and Management Support Officer

1. APOLOGIES

Apologies were received from Anne Fairweather (Deputy Chairman), Ray Booth (Barnet Mencap), Nigel Ley (Open Spaces Society), Joanne Mould (London Wildlife Trust) and David Walton (Representative of Clubs using the Heath).

Members noted that Carol Dukes was attending in place of Ray Booth.

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

There were no declarations.

3. **MINUTES**

The minutes of the meeting held on 17 July 2017 were approved as a correct record.

4. **HAMPSTEAD HEATH, HIGHGATE WOOD AND QUEEN'S PARK COMMITTEE DRAFT MINUTES**

The draft minutes of the Hampstead Heath, Highgate Wood and Queen's Park Committee meeting held on 17 July 2017 were received.

RECEIVED

5. **HAMPSTEAD HEATH SPORTS ADVISORY FORUM MINUTES**

The minutes of the Hampstead Heath Sports Advisory Forum meeting held on 11 September 2017 were received.

Richard Sumray (London Council for Recreation and Sport) noted that the Forum was supportive of proposed sports fees and charges for 2018/19 in general terms, and that the Forum would welcome the adoption of a theme for proposed events in 2018, e.g. 'Women in Sport'.

6. **HEATH HANDS SUMMARY REPORT - SEPTEMBER 2017**

Members considered the Heath Hands Summary Report for September 2017 and the following points were made.

- The Superintendent of Hampstead Heath noted that Heath Hands would hold its Annual General Meeting (AGM) on 19 October 2017. He added that going forward the City of London Corporation would review its relationship with Heath Hands, under the partnership agreement. Heath Hands was currently in receipt of City Bridge Trust funding to increase community engagement with the Heath, in particular among communities living south of the Heath. The Superintendent closed by noting that Members would receive more information on the work of Heath Hands at their next meeting in January 2018.

7. **SUPERINTENDENT'S UPDATE**

Members considered an update report of the Superintendent and the following points were made.

Events

- The Superintendent noted the positive coverage of the Heath arising from the BBC Countryfile 'One Man and His Dog'; the successful 16th Annual Conker Championships held on 1 October; and the forthcoming 10,000m event on 19 May 2018.

Shire Horses

- Two petitioners were heard in support of the use of Shire horses on the Heath in the place of motor vehicles. The petitioners noted that Shire horses were an integral part of Richmond Park and had great potential to be part of the Heath as an open space. As well as activities such as moving timber, the horses had been shown to have a positive therapeutic role, through initiatives such as interaction sessions with bullied children.
- Ellin Stein (Mansfield Conservation Area Advisory Committee) welcomed the idea and suggested that consideration be given to stabling the horses at City Farm.
- Colin Gregory (Hampstead Garden Suburb Residents' Association) welcomed the proposal and noted the heritage aspect of bringing horses back to the Heath – for example, Whitestone Pond was a former horse pond. He noted that the economics of employing the horses on the Heath full time looked to be too expensive but welcomed the idea of more limited working patterns, and the participation of horses in the Heath events programme.
- Michael Hammerson (Highgate Society) suggested that the horses be employed in Highgate Wood.
- Richard Sumray (London Council for Recreation and Sport) supported the proposal but noted that the heritage aspect was not reflected in his view, in the wider Heath strategies.
- Helen Payne (Friends of Kenwood) supported the proposal and noted that she could raise it with both the Friends of Kenwood and English Heritage to see if there was any potential for synergies between the Heath and Kenwood. She added that, if the proposal should be pursued, that the horses should be educational and should not become too commercialised in an events sense.
- The Superintendent thanked Members for their views and noted that the proposal would be further reviewed ahead of submission to the Hampstead Heath, Highgate Wood and Queen's Park Committee for decision. He noted that horses featured at Queen's Wood near Highgate Wood, and on the City of London Corporation's City Commons. He noted that in his view the employment of horses on a contractor style basis looked to be the most sensible option.

Cycling

- The Superintendent noted that he was recalling the Pedestrian and Cycling Working Group to discuss how the surface and drainage along shared routes could be improved in line with the Heath's natural aspect.

Planning

- **The Water House, Millfield Lane, 2017/3692/P.** The Superintendent noted that the City had participated in the stakeholder group taking part in the application and that he had registered the need to protect the Veteran and mature trees along Millfield Lane from construction traffic.
- **Peabody Trust Archway Campus and Euston Stations Planning Brief.** The Superintendent noted that submissions had been made in both of these instances noting that the proposals should not conflict with strategic views from the Heath.
- **London Borough of Barnet Green Infrastructure Supplementary Planning Document, Public Consultation.** In response to a question from Richard Sumray (London Council of Recreation and Sport) the Superintendent confirmed that representations on strategic documents such as this sought to identify synergies in delivering excellent public open spaces across a number of sites in a given London Borough.
- **North Fairground Site, Vale of Health 2017/4346/P.** Ellen Solomons (Vale of Health Society) updated Members on the North Fairground site application. She noted a number of applications had been submitted for the site and subsequently rejected. The applicant had now claimed that the historic use of the site gave permission to use the area to site static caravans. The Vale of Health Society had yet to receive any feedback on the matter from the London Borough of Camden. She noted the Society's thanks to the City of London Corporation for its support on the matter.

Trees

- In response to a question from Colin Gregory (Hampstead Garden Suburb Residents' Association) the Conservation and Trees Manager noted that a decision on whether a representation would be made to the Forestry Commission's review of current Oak Processionary Moth (OPM) treatments was a matter for the City's Director of Open Spaces.

Koi Herpesvirus

- The Conservation and Trees Manager noted that the Environment Agency had been notified of an outbreak of the Koi Herpesvirus (KHV) at the Model Boating Pond on 4 September 2017. The virus has a 90% fatality rate and it is likely the source was a net infected at another site which was then used on the Heath. Fishing had been suspended across all ponds, and 37 fish had been lost so far. The last affected fish had been identified on 2 October. A judgement on reopening the ponds to fishing would be made once a two-week clear period had passed.
- In response to questions, the Conservation and Trees Manager noted there had been other outbreaks of KHV in Walthamstow and Epping.

Memorial Bench Project

- In response to a question from John Weston (Hampstead Conservation Area Advisory Committee) the Superintendent replied that a Memorial Bench Policy would be submitted to Members at a future meeting.
- The Projects and Management Support Officer noted that the policy would likely involve memorial benches being installed for a period of ten years, after which the persons who installed the bench would be given the option to renew the bench for a further 10 year cycle. Some of the existing memorial benches on the Heath dated back 40 years and it was proving challenging identifying those sponsors.

Hampstead Heath Ponds Project

- The Superintendent noted that there would be an award announcement on 12 October 2017 for the British Construction Industry Annual Awards. The Ponds Project has been shortlisted in the Civil Engineering Project of the Year (£10m to £50m) category.

Solar Panels – Lido

- The Superintendent noted that a planning application was being submitted to the London Borough of Camden to install solar panels on the roof of the Lido.

8. FEES AND CHARGES 2018/19

Members considered a report of the Superintendent of Hampstead Heath regarding Fees and Charges 2018/19 and the following points were made.

- Simon Taylor (Hampstead Rugby Club) noted that the City of London Corporation needed to be clear that an increase in charges was being proposed at a time when the shower provision at the Heath Extension changing rooms was unsatisfactory, and the incidence of dog mess on rugby pitches on the increase. The Superintendent acknowledged those two issues and noted that the shower issue was being managed, and that staff would inspect pitches prior to games.
- In response to a comment from Michael Hammerson (Highgate Society) the Superintendent agreed to review whether some flexibility could be applied to the charges for skips.
- In response to a suggestion from Helen Payne (Friends of Kenwood) for residents' parking tickets, the Superintendent noted that the proposed charges were in his view commensurate with charges levied for parking elsewhere.
- In response to a question from Nick Bradfield (Dartmouth Park Conservation Area Advisory Committee) the Superintendent noted that the Affordable Art Fair was not included in the schedule as the fair was

granted a specific licence. The Superintendent agreed to explore the potential for an event on the Heath similar to the Battersea Park Decorative Arts Fair.

- The Superintendent noted that he was proposing a new block booking charge for the Parliament Hill Athletics Track which is based on the actual operating cost of the facility. The Block Booking Scheme will promote a collaborative approach to shared use by clubs undertaking training and coaching at the facility.

RESOLVED, that

- The views of the Hampstead Heath Consultative Committee be conveyed to the Hampstead Heath, Highgate Wood and Queen's Park Committee at its November 2017 meeting.

9. DEVELOPING A DIVISIONAL PLAN FOR HAMPSTEAD HEATH, HIGHGATE WOOD, KEATS HOUSE AND QUEEN'S PARK

Members considered a report of the Superintendent of Hampstead Heath regarding the development of a Divisional Plan for Hampstead Heath, Highgate Wood, Keats House and Queen's Park and the following points were made.

- Richard Sumray (London Council for Recreation and Sport) felt that the number of projects scheduled for delivery in 2017/18 was overambitious. He also felt that some of the terminology in the plan needed to be harmonised with terminology in other City documents such as the Corporate Plan. He also felt that issues such as staff training and the Affordable Art Fair could be usefully included.
- Colin Gregory (Hampstead Garden Suburb Residents' Association) agreed that the language could be harmonised with other City documents. He noted that neither the Heath Community Vision nor the Corporate Plan were sufficiently referenced in the Divisional Plan. He also felt that tree health and health and wellbeing should feature in the Plan.
- Nick Bradfield (Dartmouth Park Conservation Area Advisory Committee) felt that electric vehicles should be referenced within the Plan.
- Michael Hammerson (Highgate Society) requested that a detailed archaeological survey be included within the Plan, alongside an ecological survey of the ponds. He also queried whether there was any potential clash of charitable objectives within the Plan.
- Richard Sumray (London Council for Recreation and Sport) noted that the Plan should be reviewed in tandem with the Heath's ten year plan and requested that both plans come to a future meeting.

- Susan Rose (Highgate Conservation Area Advisory Committee) noted that some of the projects outlined within the plan had been completed and queried what process there was to include projects during the year.
- In response to comments from Members, the Superintendent agreed to include a status column in future reporting.
- The Projects and Management Support Officer noted that the 10 year plan for the Heath and the Heath Vision would focus on outcomes whereas a 3 year plan was geared towards 'actions' – many of which were already captured in the Heath's Annual Work Programme. It was also noted that due to timeframes for approval of the proposed Heath Vision, the final approval of the Hampstead Heath Management Plan may be later than previously reported.
- Thomas Radice (Heath and Hampstead Society) requested that the glossary be updated.
- The Chairman noted that Members were welcome to provide further feedback outside of the meeting up until 16 October 2017.

RECEIVED

10. QUESTIONS

There were no questions.

11. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

There was no other business.

12. DATE OF NEXT MEETING

The date of the next meeting on 29 January 2018 at 7.00pm in the Parliament Hill Conference Room was noted.

The meeting ended at 8.56 pm

Chairman

Contact Officer: Alistair MacLellan / alistair.maclellan@cityoflondon.gov.uk

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HAMPSTEAD HEATH, HIGHGATE WOOD AND QUEEN'S PARK COMMITTEE **Wednesday, 15 November 2017**

Minutes of the meeting of the Hampstead Heath, Highgate Wood and Queen's Park Committee held at Committee Rooms, 2nd Floor, West Wing, Guildhall on Wednesday, 15 November 2017 at 4.00 pm

Present

Members:

Karina Dostalova (Chairman)
Anne Fairweather (Deputy Chairman)
Michael Hudson
Ruby Sayed
Oliver Sells QC
Deputy John Tomlinson
John Beyer
Councillor Melvin Cohen
Sam Cooper

Officers:

Alistair MacLellan	Town Clerk's Department
Paige Upchurch	Town Clerk's Department
Carl Locsin	Town Clerk's Department
Alison Elam	Chamberlain's Department
Chris Bell	Chamberlain's Department
Colin Buttery	Director of Open Spaces
Bob Warnock	Superintendent of Hampstead Heath
Esther Sumner	Open Spaces Business Manager
Richard Gentry	Constabulary and Queen's Park Manager
Declan Gallagher	Operational Services Manager
Yvette Hughes	Hampstead Heath Business Manager
Lucy Gannon	Project Management and Support Officer
Abigail Tinkler	Learning Manager

1. APOLOGIES

Apologies were received from William Upton, Rachel Evans, Councillor Sally Gimson, Maija Roberts and Graeme Smith.

Members agreed that the order of items on the agenda be varied so that items for decision were considered first.

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

There were no apologies.

3. MINUTES

3.1 17 July 2017

RESOLVED, that the minutes of the meeting held on 17 July 2017 were approved as a correct record subject to a typographical correction.

3.2 27 September 2017

The note of the inquorate meeting held on 27 September 2017 was received. Members noted that the meeting had, in effect, been cancelled due to a number of apologies received after notice of the meeting had been published, and requested that the wording of the note be amended accordingly.

RESOLVED, that the note of the inquorate meeting be received.

4. A COMMUNITY VISION FOR HAMPSTEAD HEATH

Members considered Item 10 next, a report of the Superintendent of Hampstead Heath regarding a Community Vision for Hampstead Heath, and the following points were made.

- A Member commented that the consultation process followed during the formulation of the vision document had in his opinion worked well.
- In response to a suggestion from a Member that the fact the City of London Corporation both owned as well as managed the Heath be made clearer, the Chairman and Deputy Chairman both noted that it was in their view positive that the local community around the Heath felt a sense of ownership, and therefore the inclusive language of the vision document should be retained.

Sam Cooper arrived at this point of the meeting.

- In response to a comment from a Member that initiatives on the Heath often aroused divisive opinions, the Chairman noted that a lot of effort was put into managing and mediating opposing views and groups. For example, a Cycle and Pedestrian Working Group had been convened to ensure that both pedestrian and cycle users on the Heath could use paths and cycleways on the Heath to their satisfaction.
- A Member noted that the vision document was in his view a phenomenal piece of work and an excellent distillation of the City's aspirations for the Heath over the coming years. He suggested however that a caveat should be placed on the vision to make clear that it was subject to the requisite resources being available from the City of London Corporation.
- A Member agreed, noting that it would be helpful to ensure that financial sustainability was embedded within the vision.

- A Member noted that similar points had been discussed by stakeholders during the drafting process and the view had been taken that the vision document was intended as 'poetry' compared to the 'prose' of items such as the Heath's 10-year Management Plan, with contained the level of financial detail Members were referring to.
- In response to a question from the Chairman, Members confirmed they were happy to approve the recommendation set out within the report subject to the comments made by Members.

RESOLVED, that Members approve the proposed Community Vision statement for Hampstead Heath.

The Committee adjourned for five minutes at this point of the meeting.

5. **FEES AND CHARGES 2018/19**

Members considered Item 11 next, a report of the Superintendent of Hampstead Heath regarding Fees and Charges for 2018/19 and the following points were made.

- The Superintendent noted that the report had been discussed by the Hampstead Heath Consultative Committee at its meeting on 9 October 2017, and the minutes of that meeting were within the papers before Members. The Highgate Wood Consultative Group and the Queen's Park Consultative Group had been consulted on the proposals by email and no adverse comments had been received.
- In response to a question from a Member, the Superintendent replied that increased charges to deter parking for longer than four hours was intended to discourage 'commuter parking' and promote short term parking for those intending to visit the Heath. The Superintendent agreed to provide feedback to Members on whether the charging produced the intended effect.

John Tomlinson left at this point of the meeting.

- In response to a question from a Member, the Superintendent replied that the new Block Booking charge was intended to encourage a greater range of sports clubs to use facilities on the Heath.
- In response to a question from a Member, the Superintendent confirmed that he would be considering the use of payment apps as part of the review of improved payments arrangements at facilities on the Heath.
- In response to a request from a Member, the Superintendent agreed to set out the various income streams for the Heath in tabular form.

RESOLVED, that Members

- Note the views of the Hampstead Heath Consultative Committee, Highgate Wood Consultative Group, and Queen's Park Consultative Group.
- Agree the proposed fees and charges for 2018/19.

6. DEVELOPING A DIVISIONAL PLAN FOR HAMPSTEAD HEATH, HIGHGATE WOOD, KEATS HOUSE AND QUEEN'S PARK

Members considered Item 12, a report of the Superintendent of Hampstead Heath regarding developing a Divisional Plan for Hampstead Heath, Highgate Wood, Keats House and Queen's Park and the following points were made.

- The Chairman noted that this was an early draft of the plan that was before Members for comment ahead of the final draft being submitted to the Committee for approval in early 2018.
- The Superintendent noted that the draft plan had been discussed at the Hampstead Heath Consultative Committee at its meeting on 9 October 2017 and that the plan would be updated in light of comments made at that meeting. The final version of the plan would include a three-year forward plan, greater clarity on deadlines for respective workstreams, and a column detailing progress on each item.

RESOLVED, that Members note the work being undertaken on drafting the Divisional Plan.

7. APPOINTMENT OF A REPRESENTATIVE ON THE KEATS HOUSE CONSULTATIVE COMMITTEE

Members considered Item 5 next, the appointment of a representative to serve on the Keats House Consultative Committee. Members agreed that the Chairman serve as the Committee's representative, with the opportunity to serve being made available to any new Members joining the Committee during the course of the 2017/18.

RESOLVED, that Karina Dostalova be appointed to the Keats House Consultative Committee.

8. REVENUE & CAPITAL BUDGETS - 2017/18 & 2018/19

Members considered item 6 next, a joint report of the Chamberlain and the Director of Open Spaces regarding Revenue and Capital Budgets for 2017/18 and 2018/19 and the following points were made.

- The Chamberlain noted that the increased figure for cyclical works outlined within the report was subject to approval by the Policy and Resources Committee at its meeting in January 2018.
- A Member noted that the latest revenue budget for 2017/18 should be considered as a proposed budget and not as a 'latest approved budget'

as described within the report. Moreover, the Member noted that it would be better practice for the two budgets for 2017/18 and 2018/19 to be presented to Members as two distinct reports or distinct sections within the report.. The Chamberlain agreed to feed his comments back and stated that the current format of the report had been requested by Members particularly of Finance Committee. In response to a comment from a Member, the Chamberlain noted that the charity accounts would be reported to Members in February 2018.

- In response to a question from a Member, the Superintendent replied that the Hive was a proposed education space that was currently at Gateway 1/2 in the City's project process. The project was temporarily on hold as unforeseen costs had been identified thanks to the fact that the building originally intended for the Hive needed to have its roof strengthened so it could bear solar panels. Officers were therefore considering whether other built assets on the Heath could house the Hive instead.
- The Chairman noted that the potential for the Hive, once completed, the generate income would be considered in the forthcoming Hampstead Heath Asset Review.

RESOLVED, that Members

- Note the provisional 2018/19 revenue budget and confirm that it reflects the Committee's objectives.
- Approve the budget for submission to the Finance Committee;
- 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, and changes to the Additional Works Programme, and note that any changes over £50,000 will be reported to Committee.
- Note the Building Repairs and Maintenance asset verification exercise being undertaken by the City Surveyor and agree that any minor changes to the 2017/18 latest approved budget and the 2018/19 original budget arising from this exercise be delegated to the Chamberlain.
- Approve the draft capital and supplementary revenue budget.

9. **QUEEN'S PARK CAFÉ TENDER DELEGATED AUTHORITY REQUEST**

Members considered item 14 next, a report of the Superintendent of Hampstead Heath regarding a request for delegated authority to award a three-year lease for Queen's Park Café.

RESOLVED, that Members granting delegated authority to the Town Clerk in consultation with the Chairman and Deputy Chairman of the Committee to

award a three year lease for the Queen's Park Café following the completion of the tender process.

10. MINUTES OF THE HAMPSTEAD HEATH CONSULTATIVE COMMITTEE

10.1 17 July 2017

Members considered item 4(a) next, the minutes of the meeting of the Hampstead Heath Consultative meeting held on 17 July 2017.

RESOLVED, that the minutes be noted.

10.2 9 October 2017

Members considered item 4(b) next, the minutes of the Hampstead Heath Consultative Committee meeting held on 9 October 2017.

RESOLVED, that the minutes be noted.

11. SUPERINTENDENT'S UPDATE

Members considered item 9 next, an update report of the Superintendent regarding matters affecting Hampstead Heath and the following points were made.

City of London (Open Spaces) Bill

- The Director of Open Spaces noted that the Bill had been delayed by the June 2017 General Election but had now passed both the First and Second Reading in the House of Lords. It would now be considered at Committee in the Lords, which could take up to a couple of months. He noted that if and when the Bill became an Act, it would enable the City to deliver improved commercial services in its Open Spaces, such as longer term leases for its cafes.

Cycling

- The Superintendent noted that the consultant's report referenced within the report had now been completed, and would be discussed at the meeting of the Pedestrian and Cycling Working Group at its meeting on 28 November 2017.

Planning

- **Wallace House, Millfield Lane.** The Superintendent briefed Members on a new planning application not referenced within the report concerning Wallace House in Millfield Lane. He noted that it was a basement development that would potentially affect drainage from the Ladies' Pond, and representations would be made accordingly.

- **William Ellis School.** The Superintendent briefed Members on a planning application not referenced within the report concerning a major £30m development at William Ellis School on Highgate Road. He noted that the Operational Services Director sat on the community consultation group for the development, and representations would be made on the forthcoming planning application.
- **The Water House, Millfield Lane.** The Superintendent noted that officers would be meeting with the developer to determine how best to protect veteran and mature trees on Millfield Lane during the construction period.
- The Superintendent noted that officers enjoyed effective collaboration with local stakeholders and societies when responding to local planning applications affecting the Heath.

Constabulary

- The Superintendent noted that New Year's Eve was proving increasingly popular on the Heath, in particular on Parliament Hill. Consideration would therefore be given to service levels such as opening hours of public lavatories.

Koi Herpesvirus (KHV)

- The Superintendent noted that the Hampstead chain of Ponds had been reopened and disinfectant provided for anglers to clean their nets and rods with. Discussion was underway on whether the Highgate chain of Ponds could be safely reopened for fishing. Heath anglers had established a Facebook group to improve communication.

Hampstead Heath Ponds Project

- The Superintendent noted that the Ponds Project had already won three construction awards and had been nominated for a further three. Moreover the new changing facilities at the Ladies' Pond had been nominated for the Camden Design Awards.
- Members noted that the number of awards won for projects on the Heath should be reported to a future meeting of the Court of Common Council.

RESOLVED, that the report be noted.

12. SUPERINTENDENT'S UPDATE

The Superintendent was heard on Item 13 next, regarding matters concerning Highgate Wood and Queen's Park and the following points were made.

- The Highgate Wood Community Day had been held on 3 September 2017, with the dog show and monkey climbing nets proving especially popular.

- The draft Woodland Management Plan for Highgate Wood would be submitted to the Highgate Wood Consultative Group for comment at its meeting on 22 November 2017.
- The Queen's Park Day had been held on 17 September 2017 and had been well attended.

13. DRAFT DEPARTMENTAL BUSINESS PLAN 2018/19 - OPEN SPACES

Members considered item 7 next, a report of the Director of Open Spaces regarding the draft Departmental Business Plan for 2018/19 for Open Spaces and the following comments were made.

- The Director of Open Spaces noted that the draft plan was part of a move towards producing a high level plan that better reflected the City of London Corporation's Corporate Plan. The plan was at draft stage, and officers continued to work on drafting desired outcomes. Members were invited to comment on the current iteration ahead of a final Departmental Business Plan being submitted to Members for approval in early 2018.
- In response to comments from a Member, the Director agreed to clarify the meaning of symbols and acronyms within the plan, and correct some typographical errors.
- The Deputy Chairman welcomed the draft plan but requested that the Director consider simplifying the overall strategic objectives and over time embedding the newly adopted Community Vision for the Heath in the Business Plan. In response, the Director noted that much of the vision would be reflected in the Divisional Plan, rather than that Departmental Plan.

RESOLVED, that the draft Departmental Business Plan be noted.

14. YEAR 1 REVIEW OF LEARNING IN OPEN SPACES

Members considered item 8 next, a report of the Director of Open Spaces on the Year 1 Review of Learning in Open Spaces.

RESOLVED, that Members

- Note the success of the learning programme in the first year of delivery and support its continued delivery into years 2 and 3 of the current funding.
- Note the issue of not achieving funding from external sources and the risk this presents to the programme.

15. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE

There were no questions.

16. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**
There was no other business.
17. **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 they involve the likely disclosure of exempt information as defined in Part I of Schedule 12A of the Act.
18. **ANNUAL WAIVERS REPORT 2016/17**
Members considered an annual report of the Chamberlain regarding Annual Waivers for 2016/17.
19. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
There were no questions.
20. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**
Members considered three items of other business.

The meeting ended at 5.34 pm

Chairman

Contact Officer: Alistair MacLellan / alistair.maclellan@cityoflondon.gov.uk

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Committee	Dated:
Hampstead Heath Consultative Committee	29 January 2018
Subject: Superintendent's Update	Public
Report of: Superintendent of Hampstead Heath	For Discussion
Report author: Bob Warnock – Open Spaces Department	

Summary

This report provides an update to Members of the Hampstead Heath, Consultative Committee on management and operational activities across the Heath since October 2017.

Recommendations

It is recommended that:

- Members note the contents of this report.
- Members provide feedback in relation to the proposed Divisional Plan (appendix 2).

Main Report

Management framework

1. Development of the strategic management plan for Hampstead Heath (2018 Plan) is progressing well. In January 2018, Stakeholders and staff came together to participate in a facilitated workshop 'Realising the Heath Community Vision'. Consultants have been commissioned to develop an Outcomes Framework which will form the backbone of the 2018 Plan. A presentation on the results of the workshop and on the Outcomes Framework is scheduled for late February 2018.
2. A key component of the Management Framework is the Divisional Plan (see Appendices 1-3). The proposed Divisional Plan has been amended in response to comments and feedback from Members in October and November 2017.
3. Following further comments and feedback from this Committee the proposed Divisional Plan will be submitted to the Hampstead Heath, Highgate Wood and Queen's Park Committee in February 2018 and implemented from 1 April 2018.
4. The purpose of the plan is to steer the implementation of higher-level strategies and objectives, by prioritising programmes and projects for resource allocation.

This approach will be integrated across all four sites, so that it becomes embedded into our ways of working, and as the principal means of engaging with Members, formal consultation forums and the wider community on how we are achieving our vision.

5. The Superintendent will prepare an annual report in June each year to monitor progress and review in line with priorities and resources. The Superintendent will seek Members' views and feedback in January each year, as the three-year Divisional Plan is revised annually.

Shared-Use path surfacing

6. In October 2017 the Superintendent and the Highgate Wood, Conservation & Trees Manager met with representatives from Heath for Feet, the Camden Cycle Campaign, Sustrans and representatives from this Committee. The purpose of the meeting was to discuss a draft report prepared by Land Use Consultants which outlines surfacing options for the existing shared-use paths on the Heath. In addition, to discussing surfacing, the group considered ways to improve the waymarking and signage on the existing shared-use paths and strategies to promote responsible cycling on the Heath.
7. The Superintendent is awaiting further feedback before a final copy of the shared-use surfacing report is circulated to Members of this Committee.

Petition to extend cycle lanes, north to south on Hampstead Heath, to promote accessibility to the Ladies' Pond

8. On 21 December 2017 the Superintendent received a petition with 146 signatures.
9. The current policy is to address the condition of the existing shared-use paths and there are no plans to extend the number of shared-use paths at this point. Therefore, it is proposed that the request to add a path north to south be considered as part of the wider review of cycling in the next Management Plan (2018-2028).

Outdoor Gym – London Borough of Camden Grant

10. The Leisure and Events Manager has received confirmation that a grant of £10,000 has been offered to update the outdoor gym equipment at the Parliament Hill trim-trail.

Planning

11. The Superintendent will provide an update on the following planning applications:-
 - The Water House, Millfield Lane. 2017/3692/P
 - The Wallace House
 - North Fairground Site, Vale of Health 2017/4346/

- Parliament Hill William Ellis School 2017/5395/P
- Orchard Trust proposed replacement of the existing boundary fence.
- Parliament Hill Lido Gospel Oak 2017/5886/P. Installation of roof-mounted solar panels onto the existing metal roof of Parliament Hill Lido Building, Granted 20/12/2017

Trees

Storm Eleanor

12. There have been a number of significant tree failures across Hampstead Heath. These were the result of strong winds and heavy rain which occurred on 2- 4 January 2018.
 - The eucalyptus behind the main office in the walled garden at Golders Hill Park split in two and fell into the garden.
 - A mature beech failed at the base of the stem in the Golders Hill Park orchard.
 - Three mature birch trees were blown over on West Heath.
 - Mature birch was blown over on South Meadow.
 - Mature London plane and ash were blown over on Sandy Heath & at the north wall on the extension.
 - Locally there were two significant failures of privately owned trees that fell across the highways at Wellgarth Road (hawthorn) & West Heath Road (sycamore).
13. Golders Hill Park and the Hill Garden were closed all day on the 3 January and on the afternoon of the 4 January 2018 in compliance with the Division's Extreme Weather Event Protocol; this covers high winds, heavy snow and heavy rainfall.

Constabulary

14. The Constabulary Manager and Sergeants attended a series of Metropolitan Police, Camden Borough, New Year's Eve Briefings along with other Stakeholders, including TfL, The Royal Parks and the London Borough of Camden to help plan for this annual occurrence.
15. The Division's Duty Manager declared a Trigger Event to cover the period of New Year's Eve, to take account of the substantial public gathering on Parliament Hill to coincide with New Year's Eve celebrations and the view of central London fireworks.
16. Five Constables and four Keepers were on duty to prevent anti-social behaviour and maintain public safety. It is estimated that in excess of 5,000 people were on the Heath between 11:00pm and 2:00am.
17. The public toilets remained open at Parliament Hill until 12:30am with staff available in the vicinity of Parliament Hill Staff Yard and close to the summit. Feedback received from the public was positive with a number complimenting the staff on their presence. This is the first year that Keepers have supported

the Constabulary with the management of the crowd which gathered and it worked well with no serious incidents or occurrences reported.

18. A concerted effort by the Heath Rangers, Keepers and the Waste and Recycling Team meant that the rubbish left by New Year's Eve visitors was all cleared by 9am on New Year's Day.

Current Prosecutions

19. There are currently nine pending prosecutions, which relate to dogs (five), cycling (three) and abusive behaviour (one).

City Surveyors Cyclical Work Programme

20. The Superintendent will provide an update on current projects at South End Green, the Mixed Pond, Parliament Hill Athletics Track & the Golders Hill Park ponds.

City of London (Open Spaces) Bill 2016

21. The Bill had its last Commons stage on 10 October 2017. The Bill has now passed into the House of Lords and is at Unopposed Bill Committee stage. The Committee will be having a further hearing at the end of this month.

Hampstead Heath Cafés

22. On the 15 May 2017, the Hampstead Heath, Highgate Wood & Queen's Park Committee approved the recommendation of the Superintendent which was to negotiate three-year leases with the current incumbents at the Parliament Hill, Golders Hill Park and Highgate Wood Cafés.
23. The City Surveyor's Department have led on negotiations with the current incumbents at each of these Cafés. Although the negotiations have not yet concluded, they are nearing their final stages whereby the terms of the lease will be agreed with the incumbents, which will be three years in length, expiring in 2021.
24. A meeting has been arranged with the Café Working Party on 23 January 2018, following concerns being raised by Members of the group. The Superintendent will provide an update on the outcomes from this meeting.

Koi Herpesvirus (KHV)

25. There was an outbreak of KHV at the Model Boating Pond in August 2017, necessitating the suspension of Angling on Hampstead Heath. Since 20 November 2017 Angling has been re-opened, during day light hours. Bio-security measures have been put in place at each pond and Anglers are required to dip their nets and equipment before and after fishing.
26. All the ponds will be subject to a minimum of two visual stock inspections conducted during summer 2018 when the water temperatures are conducive for

expression of the KHV disease. The monitoring programme will start again if there is a re-occurrence of the KHV disease at any point during the control period (one year from November 2017).

Swimming

27. The Superintendent will provide an update on the swimming facilities.

Hampstead Heath Ponds Project Awards

28. At the British Construction Industry Awards on Wednesday 11 October the Hampstead Heath Ponds Project received the Civil Engineering Project of the Year Award (£10M to £50M).
29. On 17 November 2017, it was announced that the Ponds Project had won a 2017 Green Flag Special Innovation award.
30. The Ponds Project is one of 7 projects to win at the 2017 Camden Design Awards.
31. The Ponds Project has been awarded in the Science Management and Stewardship Category at the Landscape Institute Awards, which took place 23 November 2017.
32. In total 6 awards have been won. There are 2 further award applications still to be determined.

Appendices

- Appendix 1 – Divisional Plan Overview
- Appendix 2 – Proposed 2018 - 2021 Divisional Plan
- Appendix 3 – Project Record Schedule, Pipeline Projects and Divisional Plan key.

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DRAFT DIVISIONAL PLAN OVERVIEW

For

Hampstead Heath, Highgate Wood, Keats House
and Queen's Park

2018/19, 2019/20 & 2020/21

1. About this document

The Divisional Plan is a key component of the new Management Framework being developed for Hampstead Heath, Highgate Wood, Keats House and Queen's Park.

A review conducted in 2016 of the Hampstead Heath Management Plan recommended that a clear thread from the strategic level through to implementation and on-ground delivery is established and maintained. Development of a three-year Divisional Plan will guide implementation and ensure the allocation of resources may be prioritised in response to changing circumstances and needs.

The Management Framework includes three levels:

- Ten year Management Plans that set strategic directions for each site
- A three-year Divisional Plan that guides implementation
- An Annual Work Programme and Projects Plan, supported by detailed specifications and guidance

Throughout 2017, work continues on developing and aligning the documents that make up the three levels of the Management Framework. The projects and works proposed in this draft Divisional Plan ought to be considered within the context of the Management Framework as a whole.

2. Divisional Plan

The definition and criteria of projects to be included in the Divisional Plan are as follows:

- Projects requiring formative community engagement and consultation
- Capital Projects over £50k
- Projects spanning more than one financial year
- The complexity and risks associated with projects
- Involvement of other Departments, for example the City Surveyors Department



Cyclical Work Programme

The built assets across the Division are maintained in accordance with the City Surveyors Department 20 year maintenance plan. This programme is consulted upon annually in the Cyclical Works Programme Committee report.

Department Project Boards (Sports, Learning, Promoting our Services, Fleet, Energy Efficiency, Events, Culture)

These Boards have been established across the Open Spaces Department to support the delivery of our services, more efficiently.

Governance of Managing Projects

A Divisional Project Board has been established to provide an overview for projects within the Divisional Plan. A draft Divisional Plan will be prepared for consultation annually and will align with the financial year (April to March).

Monitoring, reporting and review

The draft Divisional Plan is a three-year rolling plan which will be reviewed and updated annually. An annual report on progress achieved in reference to key milestones will be conducted in June of each year and will inform a review of projects and priorities for the coming three-year period. Projects programmed in the first year of the Divisional Plan will have approved Project Outlines and resource allocations in place, whereas projects scheduled in the second and third years may be indicative or aspirational with further planning and development required.

4. Charitable Objectives

Each section of the Division is a charity and has their individual Charitable Objectives.

Hampstead Heath	The preservation of Hampstead Heath for the recreation and enjoyment of the public.
Highgate Wood & Queen's Park	The preservation in perpetuity by the City of London Corporation of the open spaces known as Highgate Wood, Highgate and Queen's Park, Kilburn for the use by the public for exercise and recreation.
Keats House	To preserve, maintain and restore for the education and benefit of the public the house and grounds known as Keats House as a museum and memorial to John Keats.

5. Departmental objectives and outcomes

The Department established five objectives as part of the Business Planning process. The objectives have been reviewed and amended this year to reflect the changing remit of the Department. The projects for the Division have been allocated across these five objectives.

OSD1	Protect and conserve the ecology, biodiversity and heritage of our sites
OSD2	Embed financial sustainability across our activities by delivering identified programmes and projects and continuously developing income generating endeavours
OSD3	Enrich experiences by providing high quality and engaging, visitor, educational and volunteering opportunities
OSD4	Improve the health and wellbeing of the community through access to green space and recreation
OSD5	Improve service efficiency and workforce satisfaction

Ref	Action to deliver objective	Detail	Key Milestones	Date	Measure of success	Lead	Year	Links	Q2 status	Q2 update	Q4 status	Q4 update
Departmental Objective 1: Protect And Conserve The Ecology, Biodiversity And Heritage Of Our Sites												
1.1	Review Hampstead Heath Management Plan	Review, development, consultation and final production of the Management Plan for Hampstead Heath embedded in a Management Framework for effective implementation	Hampstead Heath Community Vision Outcomes framework prepared Hampstead Heath Management Plan to Committee for approval	Oct-17 Apr-18 Jun-18	Hampstead Heath Management Plan actions being planned and implemented via Divisional Plan and AWP Annual report submitted to Committee by June each year from 2019	Project & Management Support Officer	17/18 18/19	2007 HHMP, OSD BP				
1.2	Hampstead Heath Ponds Project Landscaping and vegetation establishment	Complete final phase of Hampstead Heath Ponds Project to achieve the project outcomes for flood risk, water quality, nature conservation and amenity	Planting, fencing and landscaping works completed (as per detailed plan) Monitoring and evaluation programme developed. Final report and project close Model Boating Pond access review completed	Oct-17 Mar-18 Mar-18 Oct-18	On-going and cyclical works planned and resourced in the AWP (including monitoring) On-going and cyclical works planned and resourced in the AWP (including monitoring) Annual reporting on AWP and service outcomes Committee approval	Highgate Wood, Conservation & Trees Manager	17/18 18/19	NL1, NL5, NL20, HY3				
1.3	Hampstead Heath Ponds & Wetlands Strategy	Develop a strategy for ponds, wetlands and environs to set out strategies and priority actions for achieving outcomes for hydrology, conservation and amenity values (including sediment management, water quality, landscaping)	Project plan completed Undertake surveys and data collation to inform strategy in partnership with City Surveyors Department Committee approval of proposed strategy Management Plans for specific ponds / chains prepared	Apr-18 Oct-18 Mar-19 Mar-20	Plan and implement priority actions via the Divisional Plan, AWP and the CWP Report on progress and outcomes annually	Senior Ecologist	18/19 19/20	NL5, NL20, HY2, HY5				
1.4	Continue to implement strategies that direct the management of Hampstead Heath, Highgate Wood, Keats House & Queen's Park	Implement, monitor & review priorities in the Queen's Park CMP, Highgate Wood CMP and Hampstead Heath Management Plan, Constabulary Plan, Keats House Forward Plan	Divisional Plan and AWP & Service Plans Annual reports on progress prepared by Managers	Mar-18 Jun-19	Agreed actions delivered within agreed timeframes utilising available resources	Superintendent	18/19 19/20 20/21	OSD BP				
1.5	Highgate Wood CMP	Undertake mid-term review of the Highgate Wood CMP	Highgate Wood CMP informed by WMP Review completed	Apr-18 Dec-18	Actions planned & implemented via Divisional Plan, AWP and Forward Plan	Highgate Wood, Conservation & Trees Manager	18/19	HW CMP, OSD BP				
1.6	Veteran & Ancient Tree protection	Conserve Veteran & Ancient trees across all sites	Project plan prepared Schedule for condition survey of Veteran & Ancient trees completed and agreed Management statement for high priority Veteran & Ancient trees at Hampstead Heath completed Long term succession plan for Veteran & Ancient trees completed	Apr-18 Apr-18 Apr-18 Apr-19	Reduced limb or root plate failure of existing Veteran tree stock Priority actions embedded in the AWP. Annual report submitted to Committee by June each year Annual report submitted to Committee by June each year	Highgate Wood, Conservation & Trees Manager	18/19	NL13, NL17				
1.10	Keats House Community Infrastructure Levy Project	Keats House access and lighting improvements utilising CIL funding	Funding granted Plan and specification developed Improvements delivered	Sep-17 Mar-18 Sep-18	Funding secured, improvements in place	Operational Services Manager	17/18 18/19					
1.11	Improve security at vehicle entrances at Parliament Hill Fields and Golders Hill Park	Installation of automatic bollards at major vehicle access points, to improve public access and site security	Project outline and plans prepared Funding identified Works and equipment procured Bollards installed Project Delivered	Apr-18 Apr-18 May-18 Jul-18 Aug-18	Bollards operational and providing improved access and security Contractor assigned to deliver works Access control fully functioning	Constabulary & Queen's Park Manager	18/19					
1.12	Asset Management Plan (AMP) for Hampstead Heath	Develop an AMP in liaison with the City Surveyors Department to ensure effective use and management of buildings and structures across the Heath. Apply template and approach to Queen's Park, Highgate Wood and Keats House.	Review of 2007 Plan aspirational goals for the Built Environment completed Draft Plan Approved AMP	Mar-18 Mar-18 Jun-18	Plan informs facilities maintenance & investment programme Plans implemented and improvements prioritised via the CWP	Operational Services Manager	17/18 18/19	B1 to B16, E6				
1.13	Highgate Wood Roman Kiln Project	Working in partnership to develop a community led HLF bid to secure funding to return the Roman Kiln to Highgate Wood	Building Project Plan prepared to support		HLF bid submitted	Highgate Wood, Conservation & Trees Manager	19/20	HW CMP				

4.4	Introduction of longer leases for cafés and catering provisions across the Division	Subject to the successful introduction of the Open Spaces Bill, longer premises leases can be considered for catering provisions across the Division	Project Plan approved	Mar-20	New leases in place	Queen's Park & Constabulary Manager	19/20 20/21					
			Review of potential sites which are appropriate for the provision of additional facilities for visitors	May-20	Facilities providing quality offer to customers							
			Longer leases implemented	Jan-21	Improved income from tenants							
			Review completed	Mar-22	Monitoring service standards embedded into the AWP							
4.5	Develop a master plan for optimising facilities at Parliament Hill to deliver outcomes as set out in the Asset Management Plan.	Carry out a review of facilities and buildings linked to health, wellbeing and learning.	Project Plan approved	Apr-18	Plans developed and successful consultation carried out	Operational Services Manager	18/19 19/20 20/21	B1, B2, B10, B11, S5 (1.12)				
			Feasibility study completed	Mar-19	Facilities developed to ensure best use of resources							
			Prepare schedule for development and implementation	Mar-20								
Departmental Objective 5: Improve Service Efficiency And Workforce Satisfaction												
5.1	Prepare for efficiency savings programme across the Division	Identify and develop efficiencies to achieve saving targets for 18/19	Plan for savings and delivery of services developed	Nov-17	Draft Original Budget agreed by Committee	Business Manager	17/18 18/19	OSD BP				
		Identify and develop income generation strategy for future years	Key opportunities identified and plans in place to deliver	Jun-18	Saving Plans developed							
			Communication plan in place to ensure clear messages are shared with staff and stakeholders	Aug-18	Effective communication undertaken, saving delivered							
5.2	Make more effective use of IT and adopt 'smarter' ways of working across the Division	Maximise opportunities for web based bookings and 'End Point of Sale systems'	Assess and determine opportunity for on-line pitch bookings	Jul-18	Operational on-line sports booking systems	Queen's Park & Constabulary Manager	18/19	OSD BP				
		Trial use of Eventbrite to manage booking arrangements	Online bookings for events implemented and reviewed	Jul-18	More efficient management of events and sports offer							
		Investigate opportunities to use an App based system to support the administration of filming activities	App in place	Sep-18	Improve efficiency managing filming activities							
5.3	Embed Divisional Management Framework into ways of working	Develop a Divisional Plan, AWP and Project Plans to plan, deliver and report on achievements	Draft Divisional Plan	Oct-17	Priority projects and actions implemented effectively	Operational Services Manager	17/18	2007 HHMP				
			Divisional Plan approved	Apr-18	Monitoring of progress and annual reporting embedded							
5.5	Ensure the health and welfare of our skilled and motivated staff	Deliver a range of initiatives linked to the workforce, including: reviews and restructures, Workforce Plan and iIP Action Plans, training, succession planning, Wellbeing Strategy. Apprenticeship opportunities as part of the organisations commitment to the Government initiative.	Departmental learning programme developed & training planned.	Jul-18	Appropriately skilled workforce, able to deliver effectively and provide high standards of service. Staff working effectively with volunteers to provide a range of opportunities.	Business Manager	17/18 18/19	OSD BP				
			Deliver actions within the Workforce and iIP plans - within their identified timelines	Jun-17	Increasing levels of staff satisfaction and motivation.							
			Equalities reps in place across the Department and Equalities Board established	May-17	Equalities is embedded into the Division at all levels and in all activities.							
			Apprenticeship Plan developed and agreed	May-17	Apprentices in post, developing effectively and adding value to Divisions across the department.							
			Apprentices recruited and working successfully; 1st and 2nd cohort	Sept 17, 2nd cohort Feb 18	Apprentices gain NVQ and go on to gain permanent employment as a result of the skills, knowledge and experience which they have gained							
			Workforce survey led by the Culture Board carried out and action plan developed	Dec-18	Culture change and actions resulting from the survey delivered, ensuring that there is an adaptable and motivated workforce, who feel empowered and valued							

Appendix 3 – Project Record Schedule, Pipeline Projects & Divisional Plan key

Project Record Schedule

Ref	Project Overview	Update
1.7	Protection of veteran Trees	Moved to AWP
1.8	Joint Biosecurity	Completed in 2017/18
1.9	Kenwood Yard resurfacing	Completed in 2017/18
3.1	Queen's Park Sandpit refurbishment	Moved to AWP
4.2	Open Spaces Department Water Safety Policy	Moved to AWP
4.3	Café review and retender	Completed in 2017/18
5.4	Working Arrangements Review	Completed in 2017/18

Pipeline Projects

Project	Year
Youth Engagement Forum for the Heath	2020/21
150 Anniversary of the 1871 Hampstead Heath Act - Celebration	2020/21
Heritage Strategy – Management Plan, Listed Structures, Buildings etc.	2020/21
Hampstead Heath Ponds – future Ecological surveys	2021/22

Divisional Plan key

Asset Management Plan	AMP
Annual Work Programme	AWP
Community Infrastructure Levy	CIL
Conservation Management Plan	CMP
Cyclical Work Programme	CWP
Hampstead Heath, Highgate Wood & Queen's Park Committee	HHHWQPC
2007 Hampstead Heath Management Plan	2007 HHMP
Heritage Lottery Fund	HLF
Health & Safety	H&S
Highgate Wood Conservation Management Plan	HW CMP
Investors In People	IiP
Key Performance Indicators	KPI's
National Vocational Qualification	NVQ
Open Spaces Department	OSD
Open Spaces Department Business Plan	OSD BP
Queen's Park Conservation Management Plan	QP CMP
Woodland Management Plan	WMP
Sports (links to the 2007 Hampstead Heath Management Plan)	S
Natural landscape (links to the 2007 Hampstead Heath Management Plan)	NL
Built environment (links to the 2007 Hampstead Heath Management Plan)	B

Informal Public Use (links to the 2007 Hampstead Heath Management Plan)	P
Access & Education (links to the 2007 Hampstead Heath Management Plan)	A
Education (links to the 2007 Hampstead Heath Management Plan)	E
Hydrology (links to the 2007 Hampstead Heath Management Plan)	HY

Committees	Dated:
Hampstead Heath Consultative Committee	29 January 2018
Hampstead Heath, Highgate Wood, Queen's Park Committee	21 February 2018
Subject: Draft Annual Work Programme 2018/19	Public
Report of: Superintendent of Hampstead Heath	For Discussion
Report author: Declan Gallagher – Operational Services Manager Jonathan Meares – Highgate Wood, Conservation & Trees Manager.	

Summary

This report provides a preview of the Management Operations and Activities that will be carried out on Hampstead Heath over the next 12 months as part of the 2018/19 Annual Work Programme appended to this report.

Recommendations

It is recommended that:

- Members of the Hampstead Heath Consultative Committee note the works proposed for 2018/19 and provide feedback to the Superintendent.
- That the views of the Hampstead Heath Consultative Committee are conveyed to the Hampstead Heath, Highgate Wood and Queen's Park Committee at their February meeting.

Main Report

Background

1. The Annual Work Programme (AWP) is a key component of the Management Framework which integrates cyclical work with the strategic ten-year Management Plans for each site. This builds on the detailed policies and prescriptions set out for Natural Landscape and Compartment Management Plans.
2. Traditionally the AWP has centred on the Nature Conservation cyclical works and some works scheduled for the formal areas. For completeness, the 2018/19 AWP has been expanded to incorporate all service areas, including the works of the Constabulary, Operational Services, Supports Services, Swimming Facilities, Waste & Recycling Management and the Opens Spaces Learning Team.

Preview of 2018/19 Annual Work Programme

Tree Management

3. The Tree Team have produced a cyclical work programme for 2018/19 which shows the planned activities and operations for this year. In an increasingly biosecurity focused environment the Team need to prioritise their time carefully and the new plan will help them to achieve this.

Biosecurity and tree disease issues

4. Oak Processionary Moth (OPM) will continue to be a focus area for the Tree Team this coming year with the current Statutory Plant Health Notice (SPHN) issued by the Forestry Commission. Spread of OPM nest has increased fourfold in 2017, so spraying activity will be greatly expanded and collateral ecological damage needs to be balanced carefully with public health concerns.
5. Massaria of Plane Disease will also continue to be a major focus for the Team and cyclical inspections and effected branch removal will be scheduled in over the forthcoming 12 months.
6. In October a new City of London and Royal Parks Biosecurity Working Group was formed and held an inaugural meeting to discuss how to work collaboratively to manage shared biosecurity issues including OPM and Massaria amongst several other pest and diseases.

Veteran and Ancient Trees

7. Veteran tree management will focus on the re survey of the 900 trees that were identified as veteran or ancient candidates ten years ago. This survey work commenced in July this year and will be completed in October 2018 forming the basis for a revised series of management plans for Hampstead Heath's veteran and ancient tree stock.
8. The Tree Team will also be assisted by the Conservation Team with works to increase light levels and vegetative competition to veteran trees in secondary the woodland as part of their cyclical annual work.

Core work and tree inspections

9. Tree inspections and tree safety work will be carried out on a planned schedule but there will inevitably be a number of unplanned emergency works arising from extreme weather events or from the regular inspection process.
10. The Team will also continue their Arboriculture consultancy works which generate additional income and enable them to develop their specialism in veteran tree management.

Nature Conservation Work

11. The bulk of the Conservation AWP is a continuation of the existing programme of tasks to maintain the wild areas of the Heath. Work relating to the management of the new landscape created by the Ponds Project will still be required and many tasks will become ongoing, such as the mowing of spillways and dams as instructed by the Supervising Engineer. Other continuing Ponds Project related tasks will include turf repairs and reseeding as well as watering shrubs and trees.

Ponds project related works

12. Following the completion of the engineering part of the Ponds Project in October 2016 there has been an ongoing requirement for the Conservation

Team to address a number of 'snagging' items. The work has been largely completed but there are still some areas that require work and these will be addressed in 2018/19.

13. There will be a focus on the Bird Sanctuary, expanding the existing reed bed and also coppicing of willow and alder to improve light levels and provide improved habitat conditions for the grass snake population. There will also be some planting of new hazel whips to expand existing planting.
14. Coppicing works are planned on the eastern side of the Mixed Pond which will improve light conditions and provide improved conditions for the existing over mature hawthorn.

Hedgerows

15. Hedge restoration is planned for the Heath Extension and also for the section running north along the path from the Lido. These works need to be carried out either side of the bird nesting season and follow the guidance provided from the 2013 Hedgerow Survey.

Grassland management

16. There will be a focus on completing all the smaller plots not cut last year due to Ponds Project related work particularly the Tumulus Field and Pryor's Field. These areas had to be prioritised last year and are now recovering well. With the resurfacing completed at Kenwood Yard there will be less disruption this summer and bale collections can be made from the yard area as in previous years.

Compartment works

17. Coppicing is planned for the Fleet Stream which is part of the prescriptions outlined in the 2014 Fleet Stream Compartment Management Plan. This will improve light levels and encourage floristic diversity. There will also be coppicing carried out along the butterfly transect to also improve habitat and encourage species diversity.
18. The West Heath valley mire has been identified as a priority for 2018, with clearance around the seep point to expand the mire vegetation.

Rural Infrastructure maintenance

19. The shared-use pathways condition survey carried out during the summer of 2017 will generate a priority list of surface repairs which will commence in 2018. Part of the consultation process involves a decision on the final wearing course surface and this will then be used across the site.

Heath Hands

20. Whitestone Garden and the Old Orchard Garden will once again be focuses for Heath Hands volunteer sessions, along with the scheduled activities across the Heath, Highgate Wood, Keats House and also the ecological monitoring programme. There will be more surveying of hedgehogs in 2018 as part of the ongoing programme led by The London Zoo, and also bat surveying on the Pond chains.
21. Heath Hands will continue to work closely with The Leisure & Events Manager to promote and help with the running of a number of events on the Heath in 2018, which will include the Give it a Go Day on the 15 July 2018. In addition Heath Hands will host a special Music volunteering day on the 1 July 2018 at the Parliament Hill Bandstand.

22. Heath Hands also play an important role in the delivery of Wild about Hampstead Heath (visitor engagement), Community Heath (supporting individuals and groups with extra support needs) and Phoenix Futures (substance misuse recovery) projects.

Ecological Work

23. There will be an intensification of ecological monitoring in 2018/19 focusing on both habitat and species. The heathland sites will be surveyed for species composition and regeneration. As mentioned above, there will be a larger more extensive hedgehog survey using cameras and also more bats surveying on both the Highgate and Hampstead chain of ponds.
24. The monitoring and surveying of the areas impacted by the Ponds Project works is increasingly important as a more detailed base line emerges of what is hoped will be a steady increase in ecological and conservation value following the carefully planned landscape improvements following the completion of the engineering work.

Heath Ranger Team

25. The Heath Ranger Team like the Tree Team has a new AWP which schedules all their core duties according to area. They already have a number of conservation operations to carry out and this work is also included in the work programme.
26. Alongside the Heath Rangers cyclical work they also have a number of projects in 2018/19 including landscape improvements at South End Green, cycle parking spaces at the Mixed Pond, sponsored benches and the relocation of the bird feeding platform at Hampstead Number 1 Pond. It is hoped the later project will reduce the risk of swans coming into conflict with dogs as the current feeding platform is located next to the dog swim area.

Waste and Recycling

27. A waste and recycling review is planned for 2018/19, as set out in the Divisional Plan waste project (ref 2.2) to achieve improved recycling outcomes and reduce overall costs by 20% by 2021. The project will focus on three key areas; a public awareness campaign to make the public aware of the challenges and to reduce the costs associated with waste and recycling. There will also be options appraisal exercise carried out to look at changing our existing operational arrangements for waste collection, and lastly there will be a detailed look at how to reduce the cost and environmental impact of providing this service.

Parliament Hill and Golder's Hill Park

28. The Gardening and Sports and Recreation Keeping Teams have a work programme and cyclical general maintenance for the formal areas at Parliament Hill Fields, Golders Hill Park, Heath Extension Sports Areas, The Hill Garden & Pergola and Keats House Garden.
29. Collecting litter, cleaning toilets, managing filming and providing a public interface are important roles for the Teams who work closely with the Heath's Ranger Team.
30. Key projects for 2018 include refurbishment of the donkey enclosure and paddock at the Golders Hill Park Zoo, a feasibility study in relation to relocation

of the Golders Hill Park waste and the recycling area and landscape improvements to the Nassingdon Road entrance at Parliament Hill.

Operational Team

31. The Operational Service Team have a cyclical work programme for maintaining fleet, management of the general stores, overseeing health & safety and management of the built assets in conjunction with the City Surveyors Department. The major project for the Operations Team is the phased replacement of the road going fleet in line with the requirements of the newly proposed Ultra Low Emission Zone. The Superintendent's objective is to move towards electric or hybrid vehicles except where towing or off road capability will necessitate Euro 6 diesel engines.

Leisure & Events

32. Listed building consent has been granted to the Parliament Hill Lido for the installation of roof mounted solar Panels. Work is scheduled to begin in February with a completion by end of March 2018. In conjunction with this work the filtration pumps will have variable speed systems fitted to reduce their energy consumption. Swimming will not be disrupted as a result of the works although there may be temporary arrangements in relation to access to the changing room accommodation.
33. A new barrier system will be put in place at the Lido to assist with safe and efficient access on busy summer days during 2018. In addition, external agency stewards to help with information sharing and crowd control will be employed.
34. A review of signage on the Heath has taken place and the task of replacing the Heath's main signs (and maps) will be phased during 2018 starting with the D3 entrance signs. In addition signage at the Swimming Ponds will be improved.
35. The Communications Officer is currently designing, collating and procuring the new 2018 annual Heath events diary, which will be available from 1 April 2018.

Constabulary

36. The Hampstead Heath Constabulary will continue to deliver the Engagement, Education and Enforcement Plan 2015 – 2018. Through the delivery of this plan the role of the Constabulary will be to:
 - Protect and ensure the safety of persons visiting Hampstead Heath
 - Protect and ensure the safety of persons that work within Hampstead Heath
 - Work with other Departments and agencies both internal and external to achieve the above objectives.
37. Through engagement the Constabulary Team will continue to focus its efforts on a number of priority areas, these are:
 - Engagement
 - Dog Control
 - Cycling
 - Anti-Social Behaviour
38. A number of projects will be delivered by the Constabulary Team in 2018/19 through the AWP; these projects will ensure that the Division delivers a relevant security function. The projects planned in 2018/19 are the introduction of Body Worn Video Cameras and Vehicle CCTV, the installation of rising bollards at

key entrances; preparation for the introduction of the Open Spaces Bill; review of the Divisional Radio System and a scoping exercise for the introduction of a remote reporting module / tablet which will allow Constables to record incidents and occurrences away from a fixed office.

Support Services

39. Support Services provide the conduit between a range of City Corporate functions and the Division, for example Finance, Human Resources and Business Planning.
40. The overview for sound financial management and compliance, along with a wide range of day to day support for staff is at the heart of this Team's work, along with providing information to visitors, neighbours and Stakeholders.
41. The priorities for 2018/19 include the on-going implementation of the Bench Dedication and Sponsorship Scheme, in order to ensure that the service operates effectively and generates income in order to support the services provided by the Division. Co-ordination of the roll out of Windows 10 across the Division to provide improved flexibility with agile working for colleagues and rollout of the Division's out-of-hours call-out-rota, to ensure effective cover at all times.

Open Spaces Learning Team

42. The Learning Team will continue to provide a school service and play service on Hampstead Heath, as well as targeted projects to engage unemployed young people, children under five and their parents/carers, and volunteers from the local community.

Schools Service

43. The schools service will provide a variety of hands-on learning programmes which utilise the rich and unique resources of the Heath to enable students to develop their knowledge and skills, build confidence and connect with Open Spaces. The schools programmes support the delivery of National Curriculum objectives and are designed around our Open Spaces principles for school engagement, which have been developed to promote learning through active engagement with our unique spaces.
44. A new secondary school programme which will provide more flexibility for secondary schools through the development of a themed menu of activities which they can access via our website will be developed. Teachers will be able to combine these activities to create their own structured days on the Heath, and/or incorporate them within schemes of work, linking the classroom, the Heath and the wider world. Themes will include environmental change, ecosystems, working scientifically and careers.

Play Service

45. The play service provides a year-round service at the Peggy Jay Centre for under-fives and their carers, and an open access play service at the Clubhouse for children aged up to 16 from April to October. Play is essential for children's wellbeing and provides many benefits including personal, social, emotional, creative and physical development. The facilities will provide opportunities for children to play and engage in activities that they have freely chosen, including a programme of activities such as den building, muddy kitchen and obstacle courses, and indoor activities such as leaf printing and mask making. A

Specialist Design Team will be has been appointed to redevelop the outdoor play areas for both sites, providing accessible play facilities which facilitate natural play and connection to the Heath.

Green Talent

46. Opportunities will be provided for unemployed young people or those at risk of becoming NEET (*a young person who is no longer in the education system and who is not working or being trained for work*), near Hampstead Heath to explore careers in the environmental and green spaces sector. The Learning Team will work with pupil referral units to engage students in a programme of bespoke activities where they can learn and develop practical skills and positive resilience strategies, which will promote positive mental health, personal and social development.

Playing Wild

47. A set of Hampstead Heath play trails for children under-five and their families/carers will be created. The play trails will enable children to explore the Heath and connect with it through a range of activities which engage the senses, curiosity and imagination. The activities will promote interaction within the families and encourage them to explore, learn and play together.
48. The Team will develop and deliver training and support for early years practitioners to use the Heath to enable learning through play for children under five.

Volunteers

49. Volunteers from the local communities will be recruited. Volunteers will be able to increase their wellbeing and confidence while giving their time, energy and skill to supporting learning activities on Hampstead Heath.

Consultation

50. The AWP will be submitted to the Hampstead Heath, Highgate Wood and Queen's Park Committee in February 2018 and implementation will commence 1 April 2018. The Superintendent will prepare an annual report in June each year to monitor progress and review in line with priorities and resources.

Corporate & Strategic Implications

51. The preparation and implementation of an AWP is in accordance with the Management Framework for the Division which was endorsed by Committee in November 2016 as part of the recommendations from a review of the Hampstead Heath 2007 Management Plan (2017 Plan). It is consistent with the commitment set out in Chapter 8 Implementation and Prioritisation of the 2007 Plan and will be applied consistently across all sites. The AWP is in accordance with the Open Spaces Business Plan and the Corporate Plan.

Implications

52. The costs of implementing this comprehensive AWP are met primarily through the Superintendent's Local Risk Budget which requires effective prioritisation of resources and funding. Wherever possible, opportunities will be sought for external funding and working with partners to support these essential works.

Conclusion

53. The AWP is a significant milestone in implementing the new Divisional Management Framework. It sets out cyclical works across all service areas and

is integral to effectively prioritising programmes and works for resource allocation.

54. The AWP establishes our commitments for the year and the Superintendent welcomes Members' comments and feedback.

Appendices - Appendix 1 – Draft Annual Work Programme 2018/19

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Conservation Ecology - Cyclical Project Works

Ref	Location	Map Ref	Details of Proposed Work: Apr 2018 - Mar 2019	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Who is Responsible	Year	Link to 2007 Mgmt Plan
CE - CW1	All or several ponds		Continue dragonfly monitoring				y	y	y	y	y	y	y			E	2018	47
CE - CW2	All or several ponds		Try to improve marginal vegetation			y	y	y	y							C	2018	36
CE - CW3	All or several ponds		Monitor ponds for general problems and algae scums, and ensure warning notices are promptly put up & taken down	y	y	y	y	y	y	y	y	y	y	y	y	ERC	2018/19	Access, 36
CE - CW4	All or several ponds		Maintain water mixing equipment	y	y	y	y	y	y	y	y	y	y	y	y	C	2018/19	36
CE - CW5	All or several ponds		Monitor water oxygen					y	y	y	y	y	y	y		E	2018	36, 47
CE - CW6	All or several ponds		Attempt to alleviate problems such as duckweed blooms and oxygen crashes when required					y	y	y	y	y	y			C/E	2018	36, 50
CE - CW7	Area opposite Hill Garden main gate, adjacent to North End Way	68	Remove bramble & bracken encroaching on lily-of-the-valley & grassland													C	2018/19	
				y	y		y	y	y				y	y	y			46, 50
CE - CW8	Areas affected by the Ponds Project		Monitor and maintain areas affected by the Pond Project, including mowing spillways and dams as required; monitoring wetland vegetation, turf and seeded areas; addressing any failures, e.g. of planted trees; mending fences as required, removing fences from wetland vegetation, watering new shrubs and trees if required.	y	y	y	y	y	y	y	y	y	y	y	y	C/R	2018	1; flood protection
CE - CW9	Bird Sanctuary	43	Control Himalayan balsam & giant hogweed						y	y	y	y	y			C	2018	50
CE - CW10	Bird Sanctuary	43	Coppice 10% of willows & alder along eastern edge.	y	y									y	y	C	2018/19	39
CE - CW11	Bird Sanctuary	43	Regular coppice or removal of recent regrowth from large birch tree southwards on one-year rotation, to provide more light to water	y	y		y	y	y	y	y	y	y	y	y	C	2018/19	39
CE - CW12	Bird Sanctuary	43	Continue to expand wet meadow E of pond through selective coppicing of trees and scrub encroachment	y	y									y	y	C/E	2018/19	36
CE - CW13	Bird Sanctuary	43	Coppice alder & dogwood S end of pond to maintain a minimum of 2 view points	y	y				y				y	y	y	C	2018/19	H6
CE - CW14	Bird Sanctuary	43	Maintain channel N side of pond to increase wetness & habitat for reedbed	y	y	y	y						y	y		C	2018/19	36
CE - CW15	Bird Sanctuary	43	Remove selected trees and shrubs growing in reedbeds								y	y	y	y	y	C	2018/19	39
CE - CW16	Bird Sanctuary	43	Reedbed cutting section 2	y	y											C	2018	36
CE - CW17	Bird Sanctuary	43	Western wet meadow. Late cut to area to maintain as wet meadow and prevent encroachment onto reedbed. Leave small refuges.	y	y							y	y	y	y	C	2018/19	36
CE - CW18	Bird Sanctuary	43	Dig more pools in western wet meadow to prevent drying out	y	y	y	y							y	y	C	2018	36
CE - CW19	Bird Sanctuary	43	Continue to increase reedbed through selective felling of birch & willow along NW edge of pond	y	y									y	y	C	2018/19	36
CE - CW20	Bird Sanctuary	43	Cut eastern dry area to prevent scrub encroachment.	y	y								y	y	y	C	2018/19	6
CE - CW21	Bird Sanctuary	43	Cut eastern wet meadow late winter		y	y										C	2019	36
CE - CW22	Bird Sanctuary	43	Cut north western rough meadow to prevent succession. Keep some rosebay willowherb and maintain a bramble fringe. Autumn cut followed by late spring and mid summer cut.					y		y		y	y	y		C	2018	6
CE - CW23	Bird Sanctuary	43	Cut rough meadow to the north of the reedbed late winter/early spring.		y	y										C	2019	6
CE - CW24	Bird Sanctuary	43	Late cut and early summer cut to grass area surrounding bird feeders to maintain as grassland					y	y			y	y	y		C	2018	6
CE - CW25	Bird Sanctuary	43	Create further amphibian and reptile hibernaculum to the east of the sanctuary. Exact location to be decided.	y	y	y	y	y	y	y	y	y	y	y	y	C	2018	43
CE - CW26	Bird Sanctuary	43	Create further reptile egg laying sites through placement of vegetation/ compost in sunny areas	y	y	y	y	y	y	y	y	y	y	y	y	C	2018/19	43
CE - CW27	Bird Sanctuary	43	Continue to cut small channels linking the pools on the eastern edge with the main pond.				y	y	y	y	y	y	y			C	2018	36
CE - CW28	Bird Sanctuary	43	Construct bird raft	y	y	y	y	y	y	y	y	y	y	y	y	C	2018/19	1
CE - CW29	Bird Sanctuary	43	Expand hazel copse. Selective tree and scrub removal from eastern edge of the East Woodland. Plant in hazel whips	y	y							y	y	y	y	C	2018/19	19
CE - CW30	Bird Sanctuary	43	Increase reedbed extent. Expand embayment in the West Meadow through edge excavation	y	y							y	y	y	y	C	2018/19	40
CE - CW31	Boating pond	29	Cut NE reed-bed and transplant some to recreate open water	y	y									y	y	C	2018/19	

Conservation Ecology - Cyclical Project Works

Ref	Location	Map Ref	Details of Proposed Work: Apr 2018 - Mar 2019	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Who is Responsible	Year	Link to 2007 Mgmt Plan
CE - CW32	Catchpit	6	Plant climbers to soften fenceline around new sediment trap. Remove or relocate sapling sweet chestnut near dam crest	y	y	y	y	y	y	y	y	y	y	y	y	C	2018	9
CE - CW33	Cohen's Field ponds	32	Monitor for invasive species and remove as necessary					y	y	y	y	y				C	2018	47, 50
CE - CW34	Cohen's Field ponds	32	Autumn or late winter cut to pond edges to maintain a grassy fringe.		y	y						y	y	y		C	2018/19	36
CE - CW35	Cohen's Wood	36	Thin oaks selectively and use timber for projects around the Heath if required	y	y									y	y	C	2018/19	19
CE - CW36	Conservation grassland Heath-wide		Remove invading tree seedlings and saplings	y	y	y	y	y	y	y	y	y	y	y	y	C	2018/19	6
CE - CW37	Conservation grassland Heath-wide		Maintain programme of cutting conservation grassland in a cycle of 1-3 years					y	y	y	y	y				C/E	2018	7
CE - CW38	Conservation grassland Heath-wide		Use green hay arisings from sparrow site on new donor sites across the Heath where appropriate						y	y	y	y				C	2018	7
CE - CW39	Cooling Track	84	Monitor & remove tree seedlings along ditch as necessary	y	y									y	y	C	2018/19	H1
CE - CW40	Cooling Track	84	Glade opposite Extension top locking bar: late cut at end of season									y				C	2018	7
CE - CW41	Crickiet field	60	Maintain native black poplar saplings at lower north corner of field	y	y	y	y	y	y	y	y	y	y	y	y	C/R	2018/19	46
CE - CW42	Cuttings Path	71	Re-coppice hazel and remove sycamores from cutting path hedgeline	y	y								y	y	y	C	2018/19	19
CE - CW43	Cuttings Path	71	Coppice blackthorn along lamp path hedgerow	y	y								y	y	y	C	2018/19	20
CE - CW44		69	Coppice or lift gorse growing over heather surrounding gorse patch. Weed & maintain heather on slopes				y	y	y	y	y	y	y			C	2018	13
CE - CW45	Drying Ground	69	Maintain open aspect under pines by bramble & scrub removal	y	y								y	y	y	C	2018/19	15
CE - CW46		69	Continue to Increase area of Heathland/acid grassland through selective tree and scrub removal southern slopes towards hollow. Rake or scrape off heavy areas of leaf mulch.	y	y							y	y	y	y	C	2018/19	14
CE - CW47	Drying Ground	69	Cut open area down to hollow to prevent scrub regrowth and establish grassland				y	y	y	y	y					C	2018	6, 14, 15
CE - CW48		55	Lay hedge	y	y								y	y	y	C	2018/19	30
CE - CW49	East end of Corringham Path																	
CE - CW49	Eastern edge of Extension	57	Maintain cut grass strip at base of privet hedges at rear of private gardens				y	y	y	y	y	y				C/R?	2018	4
CE - CW50	Extension Great Wall Spinney woodland	54	Coppice selected hazels	y	y								y	y	y	C	2018/19	19
CE - CW51	Extension North-west corner of horse ride	47	Lay small hedge section under veteran oaks	y	y								y	y	y	C	2018/19	30
CE - CW52		61	Cut/coppice scrub & grub bramble from edges of pond 1&2 to maintain low scrub & wildflower area & prevent encroachment into pond. See management plan for location	y	y								y	y		C	2018/19	6, 16
CE - CW53	Extension Ponds	61	Remove New Zealand Pigmyweed, Crassula helmsii, from pond 2+5 and any other ponds where it is present.					y	y	y	y	y				C	2018	50
CE - CW54	Extension Ponds	61	Maintain damp meadow by autumn/winter cut & clear from W edge of ponds 2-7. See management plan for location.										y	y	y	C	2018	4, 7
CE - CW55	Extension Ponds	61	Selectively coppice shrub islands/groups on 10 yr. cycle to maintain thick vegetation. Coppice 1 island/yr. See management plan for location.	y	y									y	y	C	2018/19	16
CE - CW56		61	Maintain open water by removing 50%-75% emergent vegetation from ponds 2-6 approx. every 10 years. Spread arisings along ground to west of ponds 4-6. Maintain minimum 50% open water.								y	y	y			C/E	2018	36
CE - CW57	Extension Ponds	61	Monitor dragonflies					y	y	y	y	y				E/Cont.	2018	47
CE - CW58	Extension Ponds	66	Remove silt from ponds 1 & 7 by dredging sediment. Engineers department													Eng.	2019	41
CE - CW59	Extension Ponds	61	Maintain views to ponds in small sections of east and west sides through summer coppicing of vegetation.						y	y	y					R/E	2018	Access

Conservation Ecology - Cyclical Project Works

Ref	Location	Map Ref	Details of Proposed Work: Apr 2018 - Mar 2019	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Who is Responsible	Year	Link to 2007 Mgmt Plan
CE - CW60	Extension small pond	63	Coppice multi-stemmed willow	y	y								y	y	y	C	2018/19	19
CE - CW61	Extension streamline	62	Place log weirs to encourage pooling and slow water flow	y	y	y	y	y	y	y	y	y	y	y	y	C	2018/19	36
CE - CW62	Extension, north-west corner of junior cricket field	46	Monitor ant populations				y	y	y	y	y	y	y			C/E	2018	47
CE - CW63	Extension, north-west corner of junior cricket field	46	Hand grub tree seedlings and saplings in uncut area & allow habitat to improve for meadow ants. Cut around hills	y	y	y	y	y	y	y	y	y	y	y	y	C	2018/19	6
CE - CW64	Extension, north-west corner of junior cricket field	46	Cut thistle areas to east and west in July to stop spread into area of ant hills							y						C	2018	6
CE - CW65	Flagstaff	64	Regular cut, but with midsummer window to allow flowering of wildflowers			y	y	y			y	y	y			C	2018	2, 7
CE - CW66	Flagstaff	65	Maintain view from benches towards Harrow	y	y									y	y	C	2018/19	H6
CE - CW67	Flagstaff gorse patch	65	Coppice a section of gorse on 12 year rotation and remove seedlings sycamore, oak and birch in compartment. Section 6 in 2018/19. Follow-up bramble removal in spring/summer if needed	y	y									y	y	C	2018/19	13, 14
CE - CW68	Flagstaff gorse patch	65	Plant any open areas with gorse	y	y	y							y	y	y	C	2018/19	13, 14
CE - CW69	Flagstaff gorse patch	65	Follow up management of recently coppiced/expanded area of gorse. Revisit section to remove any returning scrub or bramble growth. Replant any failed gorse. Section 5 in 2017	y	y									y	y	C	2018/19	13, 14
CE - CW70	Flat area at top of Judges Hollow, close to flagstaff	81	Early cut; top thistle within grassland area				y			y	y					C	2018	7, 50
CE - CW71	Fleet Stream	9	Coppice willow and yew along butterfly transect section 8 to increase light	y	y								y	y	y	C	2018/19	19
CE - CW72	Fleet Stream Lime avenue culvert	5	Maintain open culvert/pipe under Lime Avenue through removal of accumulated sediment. Review in 2018						y	y	y					C	2018	43
CE - CW73	Fleet Stream-Lime Avenue-Catchpit	6	Coppice/re-coppice or pollard trees along streamline and on adjacent banks. Cut back bramble and scrub from entire stream fringe and dead hedge at top of valley	y	y							y	y	y	y	C	2018/19	43
CE - CW74	Fleet Stream-Upper Bird Sanctuary	7	Coppice/pollard willows throughout the valley.	y	y							y	y	y	y	C	2018/19	43
CE - CW75	Golders Hill Park and elsewhere	95	Review ZSL hedgehog camera survey from 2017 and implement wider camera survey in 2018. Assess potential for full Golders Hill Park survey					y	y	y	y	y				E	2018	47
CE - CW76	Grass Square opposite Bull & Bush public house	70	Late cut to grass, removing cuttings. Cut away from road edge.										y	y		C	2018	7
CE - CW77	Grassland in NE corner of football pitch field	59	Grub sapling trees from grass area in upper corner near hedgerow	y	y	y	y	y	y	y	y	y	y	y	y	C	2018/19	6
CE - CW78	Heath Extension meadows	44	Development of scalloped edges between mown and long grass			y	y	y	y	y	y	y	y			C	2018	20

Conservation Ecology - Cyclical Project Works

Ref	Location	Map Ref	Details of Proposed Work: Apr 2018 - Mar 2019	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Who is Responsible	Year	Link to 2007 Mgmt Plan
CE - CW79	Heath lands, next to Jack Straws car park	66	Late annual cut, leaving refuges								y	y	y			C	2018	13
CE - CW80	Heather adj. main path leading through West Heath 50m in from Dump	72	Regular cuts of newly opened grass areas to prevent scrub encroachment													C/E	2018	4, 6
CE - CW81	Heather adjacent to main path leading through West Heath 50m in from Dump	72	Control bracken on slope adjacent to area					y	y	y	y	y				C	2018	50
CE - CW82	Heather adjacent to main path leading through West Heath 50m in from Dump	72	Weed heather 2 to 3 times yearly.					y	y	y						C	2018/19	13, 14, 15
CE - CW83	Heather stand on slope by Hill garden middle gate (old section of Pergola)	67	Weed existing heather. Increase area of heather/acid grassland by cutting back scrub and bramble from the fringes particularly the lower slopes.	y	y	y	y	y	y	y	y	y	y	y	y	C	2018/19	13, 14
CE - CW84	Heather stand on slope by Hill garden middle gate (old section of Pergola)	67	High cut to lower heather section to maintain as low heath and prevent scrub encroachment													C	2018	14
CE - CW85	Heather stand on slope by Hill garden middle gate (old section of Pergola)	67	Control bracken								y	y	y			C	2018	13, 50
CE - CW86	Heath-wide		Control Himalayan balsam, Japanese knotweed, giant hogweed, Michaelmas daisy, sycamore and, where necessary, creeping thistle, bramble, common hogweed, ragwort and bracken					y	y	y	y	y				C/E	2018	50
CE - CW87	Heath-wide		Planning, facilitating and overseeing the work of Heath Hands	y	y	y	y	y	y	y	y	y	y	y	y	C/R/E	2018	3
CE - CW88	Heath-wide		Establish Mistletoe at selected locations			y	y	y	y	y	y	y				C	2018/19	9
CE - CW89	Hedge between cricket & football pitches	58	Retain wide bramble/grassland fringe to hedge	y	y								y	y	y	C	2018/19	20
CE - CW90	Hedge from Lido northwards	24	Manage hedge on rotation to reduce obstruction of path and thicken up base, leaving plenty of stock to grow into standards. 1/3 at a time	y	y								y	y	y	C	2018/19	30
CE - CW91	Hedge north of bothy, north side of ride Extension	45	Top	y	y								y	y	y	C	2018/19	29, 30
CE - CW92	Hedge north of toilets, Extension,	45	Top eastern section	y	y								y	y	y	C	2018/19	29, 30

Conservation Ecology - Cyclical Project Works

Ref	Location	Map Ref	Details of Proposed Work: Apr 2018 - Mar 2019	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Who is Responsible	Year	Link to 2007 Mgmt Plan
CE - CW93	Hedgerows Heath-wide		Remove non-native tree seedlings	y	y	y	y	y	y	y	y	y	y	y	y	C	2018/19	50
CE - CW94	Hedgerows Heath-wide		Carry out any necessary management to promote trees which could grow into veterans	y	y							y	y	y	y	C	2018/19	27
CE - CW95	Highgate no 1 pond	28	Maintain 2 open viewing windows and prevent shading of marginals by coppicing willows on 3 year rotation. Windows should be re-coppiced if required to maintain view.	y	y									y	y	C/R	2018/19	H6, 1, 39
CE - CW96	Ikin's Corner meadow	54	Selectively clear scrub and bramble	y	y	y										C	2019	6, 7
CE - CW97	Ikin's Corner meadow	48	Cut grassland every 2 years						y							C	2018	6, 8
CE - CW98	Inverforth Close/Hill Garden heather site	68	Trial heather expansion through selective pegging of mature heather to encourage rooting			y	y	y	y	y	y					C/E	2018	14
CE - CW99	Inverforth Close/Hill Garden heather site	68	Cut perimeter of area 2-3 times to prevent bramble and scrub encroachment.													C	2018	14, 15
CE - CW100	Judges Hollow	81	Cut low bramble patches invading grassland				y	y	y	y	y	y				C	2018	50
CE - CW101	Judges Hollow lime & chestnut avenue	81	Late cut of grass next to houses.									y	y			C	2018	7
CE - CW102	Judges Hollow lower section & gentle slope	81	Selective cut during May & July to reduce aggressive coarse grasses.					y		y						C	2018	50
CE - CW103	Judges Hollow lower section & gentle slope	81	Remove bramble & seedling trees encroaching on all open areas	y	y	y	y	y	y	y	y	y	y	y	y	C	2018/19	50
CE - CW104	Judges Hollow small wooded area & steep slope	81	Late annual cut to half slope									y	y			C	2018	7, 13
CE - CW105	Judges Hollow small wooded area & steep slope	81	An isolated & expanding area of thistle & nettle on edges of bank needs regular cut to prevent expansion into acid grassland					y	y	y	y	y				C	2018	50
CE - CW106	Ladies Pond	40	Dig invasive Crocosmia from below spillway						y	y	y	y	y			C	2018	50
CE - CW107	Ladies pond enclosure	41	Cut northern wet meadow area to prevent scrub encroachment.		y	y						y	y			C	2018	6
CE - CW108	Ladies Pond Meadow	38	Reduce erosion caused by paths by cutting alternative desire lines adjacent to existing path in summer if required					y	y	y	y					C	2018	4
CE - CW109	Large (Summer) Meadow	91	Control majority of Canadian golden rod, Russian comfrey & Michaelmas daisy as required							y	y					C	2018	50
CE - CW110	Large (Summer) Meadow	91	Remove non-native tree seedlings in peripheral areas of meadow	y	y									y	y	C	2018/19	50
CE - CW111	Large (Summer) Meadow	91	Early spring cut (around March) to allow invertebrates to overwinter in dead stems			y										C	2019	7
CE - CW112	Large (Summer) Meadow	91	Cut back bramble edge on south side by 1-3m to maintain fringe but preventing meadow encroachment	y	y								y	y	y	C	2018/19	6
CE - CW113	Large (Summer) Meadow	91	Continue to remove saplings coming up through gorse	y	y									y	y	C	2018/19	6

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CE - CW114	Leg of Mutton Pond	73	Cut back holly & coppice/pollard selective trees from pond banks, on 4-year rotation to allow light to penetrate marginal areas. Prevent regrowth in areas of good emergent vegetation. 1 side a year	y	y									y	y	C	2018/19	39, 40
CE - CW115	Leg of Mutton Pond	73	Removal of tree and scrub cover shading out marginal vegetation, particularly on north side			y	y	y	y							C	2018	39
CE - CW116	Leg of Mutton Pond	73	Remove willow and birch scrub growing in reedbed. Cut back/grub out bramble encroachment from edges	y	y								y	y	y	C	2018/19	39
CE - CW117	Lower (east) Cohen's Field	33	Grub out sapling trees from western fringe, transplant larger recently planted saplings.	y	y	y	y	y	y	y	y	y	y	y	y	C	2018/19	6
CE - CW118	Lower corner West Heath road/ Branch Hill junction	79	Maintain sightlines for traffic on lower bend.													C	2018/19	
CE - CW119	Main body of West Heath woodland	74	Develop & increase deadwood habitat piles. Place timber in bramble in shade.	y	y									y	y	C	2018/19	16
CE - CW120	Main body of West Heath woodland	74	Maintain open glades through removal of sycamores	y	y									y	y	C	2018/19	16
CE - CW121	Main body of West Heath woodland	75	Manage glade within woodland adjacent to Platts lane	y	y								y	y	y	C	2018/19	19
CE - CW122	Main Sandy pond	87	Boom and net duckweed from pond No.2 surface when covering greater than 25% of pond surface						y	y	y					C	2018	36
CE - CW123	Meadow at North Point (far NE corner of Extension)	53	Hand pull or cut 80% thistle						y	y	y					C	2018	50
CE - CW124	Meadow at North Point (far NE corner of Extension)	53	Late annual cut leaving refuges								y	y				C	2018	7
CE - CW125	Meadow at North Point (far NE corner of Extension)	53	Cut & monitor three trial grassland management strips, cutting e.g. April/May; July; July then late				y	y		y		y	y			C&E	2018	7, 47
CE - CW126	Meadow Lower & Upper Wield Field (formerly Meadow 308)	52	Reduce peripheral bramble. Target encroachment along north edge & remove seedling tree encroachment into meadow.	y	y								y	y	y	C	2018/19	6
CE - CW127	Meadow west of children's play area	51	Top 80% thistle along east hedge						y	y	y					C	2018	7
CE - CW128	Mixed Pond	19	Selectively coppice poorly formed young trees/non-native scrubs to improve conditions for specimen trees to the north	y	y								y	y	y	C	2018/19	19
CE - CW129	Mixed Pond	19	Re-coppice 2-3m of east bankside vegetation to improve marginal pond conditions and improve sightlines for lifeguards. Remove ivy from old hawthorn and pollard to re-invigorate	y	y								y	y	y	C	2018/19	19
CE - CW130	Mixed Pond meadow	18	Cut grassland regularly, to keep back bramble encroachment					y	y	y	y	y				C	2018	6
CE - CW131	Model Farm compartment-top meadow	34	Create hibernaculum at north end of meadow for grass snakes. Create egg laying (compost)sites in warm south facing locations.				y	y	y	y	y	y				C	2018	46
CE - CW132	Model Farm compartment: farm section	34	Assess safety of 2 sycamores in north-west of farm area	y	y	y	y	y	y	y	y	y	y	y	y	C	2018/19	4, 46

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CE - CW133	Model Farm compartment: top meadow	34	Continue to manage as open grassland by cutting late. Collect arisings and compost in area											y		C	2018	7, 46
CE - CW134	Model Farm compartment: top meadow	34	July cut to perimeter of meadow for monitoring access. Care should be taken of grass snakes.							y						C	2018	4, 6, 46
CE - CW135	Model Farm Compartment: farm section	34	Eradicate knotweed and balsam.					y	y	y	y	y	y			C	2018	46, 50
CE - CW136	Model Farm Compartment: farm section	34	Yearly cut to 50% of area.											y	y	C	2018/19	7,46
CE - CW137	Model Farm Compartment: farm section	34	Remove vegetation growing on walls	y	y									y	y	C	2018	History
CE - CW138	Model Farm Compartment: Middle section	34	Maintain as rough meadow through autumn cut	y	y	y	y	y	y	y	y	y	y	y	y	C/E	2018	7, 46
CE - CW139	New hockey pitch	50	Top 50% thistle along hedgerow on west of grassland						y	y	y					C	2018	7
CE - CW140	New hockey pitch	50	Maintain scalloped edge to bramble & close-mown grass	y	y								y	y	y	C	2018/19	7
CE - CW141	New sediment trap, Catchpit dam	6	Check and remove sediment as required	y	y	y	y	y	y	y	y	y	y	y	y	C	2018	1
CE - CW142	Old Hockey Field wild flower area	10	Pull thistles before cutting						y	y						C	2018	50
CE - CW143	Old Orchard Garden	37	On-going maintenance including planting, pruning, weeding & mowing	y	y	y	y	y	y	y	y	y	y	y	y	C	2018/19	1, 36 & others
CE - CW144	Old Sand Pit, behind Heath House	85	Remove seedling sycamores	y	y									y	y	C	2018/19	50
CE - CW145	Old Sand Pit, behind Heath House	85	Coppice ash and Sorbus saplings and remove one Turkey oak and one sycamore annually to increase ground flora	y	y								y	y	y	C	2018/19	16
CE - CW146	Orchard	31	Continue to coppice area of hazel/ash on a 7 year rotation. Plant additional hazel to fill gaps. Section 7 2018	y	y								y	y	y	C	2018/19	19
CE - CW147	Orchard	31	Clear around recently planted hazels						y	y						C	2018	16
CE - CW148	Orchard	31	Remove one large sycamore	y	y									y	y	C	2018/19	16
CE - CW149	Orchard	31	Raise crowns of selected beeches where shading coppice areas	y	y	y	y	y	y	y	y	y	y	y	y	C/JM/Arb/C	2018/19	16
CE - CW150	Orchard	31	Plant 2-4 pear and 2-4 apple trees into open sections. London and Middlesex varieties		y	y						y	y			C	2018/19	16
CE - CW151	Paddock	90	Grub tree seedlings & bramble as necessary	y	y	y	y	y	y	y	y	y	y	y	y	C	2018/19	6
CE - CW152	Paddock	90	Reduce thistles						y	y	y					C	2018	50
CE - CW153	Paddock	90	Early spring cut to 80% of meadow, leaving refuges, & repeat cut in summer, to encourage scabious				y		y	y						C	2018	7
CE - CW154	Paddock	90	Plant scabious plugs around Paddock to encourage spread	y	y								y	y	y	C	2018/19	46
CE - CW155	Parliament Hill shrub islands	26	Lay one shrub island on western path and cut back sloe encroaching into grassland as necessary.	y	y								y	y	y	C	2018/19	16
CE - CW156	Parliament Hill, near Dump	25	Mow close to fallen tree to prevent brambles growing up				y			y			y			C	2018	6
CE - CW157	Path between Viaduct Pond and Vale toilets	13	Open up and improve habitat by coppicing both sides, leaving major native trees. Treat one more Robinia annually but retain the best specimens	y	y								y	y	y	C	2018/19	16, 19, 20
CE - CW158	Pipeline Triangle	35	Early summer cut to Triangle to reduce coarse grass vigour & encourage later-flowering knapweed & bedstraw					y								C	2018	7

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CE - CW159	Pitch 11	17	Coppice woodland section to the south of Pitch 11 to restore butterfly transect route	y	y								y	y	y	C	2018/19	19
CE - CW160	Pitt's Garden	89	Weed & maintain heather plantings. Remove pine tree seedlings & saplings. Remove willow saplings.	y	y	y	y	y	y	y	y	y	y	y	y	C	2018/19	13, 14
CE - CW161	Pitt's Garden	89	Keep bramble controlled in areas of gorse	y	y								y	y	y	C	2018/19	13
CE - CW162	Pitt's Garden	89	High cut of northern heather section to maintain as low heath and prevent scrub encroachment								y	y	y			C	2018	14, 15
CE - CW163	Pitt's Garden	89	Cut around heather sections to prevent scrub encroachment					y	y	y	y	y				C	2018	14, 15
CE - CW164	Pitt's Garden	89	Keep listed wall adjacent to North End clear of vegetation.					y	y	y	y					C	2018	H1
CE - CW165	Pitt's Garden	89	Remove some bramble & buddleia & coppice gorse along top of crib wall bank	y	y									y	y	C	2018/19	H1, 50
CE - CW166	Pitt's Garden	89	Maintain margins as grassland & prevent scrub encroachment on path by fence adjoining North End Way				y	y	y	y	y	y				C	2018	4
CE - CW167	Pitt's Garden	89	Increase area of potential heathland through removal of selected shrubs and trees from northern section.	y	y							y	y	y	y	C	2018/19	14
CE - CW168	Postcard Project		Create interactive map for external viewing of the Heaths donated collection of old postcards	y	y	y	y	y	y	y	y	y	y	y	y	E	2018/19	H2 + H4
CE - CW169	Preacher's Hill	16	Cut cow parsley/ rough grassland and ash saplings alongside Willow Road after cow parsley has flowered. Cut saplings by hand if necessary (car parking)							y	y	y				C	2018	6
CE - CW170	Preacher's Hill	16	Remove sycamores & sapling ashes to benefit plane and oak, clump near East Heath Road	y	y	y							y	y	y	C	2018	16, 50
CE - CW171	Preacher's Hill	16	Replant willows alongside Christchurch Road to replace those that died in 2016.	y	y									y	y	C	2018/19	1
CE - CW172	Preacher's Hill	16	Control invasive bramble on edge of Willow Road near junction with Christchurch Hill, which is causing a nuisance with car parking				y	y								C	2018	50
CE - CW173	Pryor's Field	15	Check area where common spotted orchid grows to ensure it is not being outcompeted; manage appropriately if so. Remove Michaelmas daisy						y	y	y					E/C	2018	46
CE - CW174	Pryor's Field	15	Clear sycamore saplings and laurel if present from woodland strip along north edge	y	y	y	y	y	y	y	y	y	y	y	y	C	2018/19	50
CE - CW175	Pryor's Field	15	Pull any Himalayan balsam in damp patch. Pull Himalayan balsam in central bramble patch only if whitethroat not breeding.							y	y	y				C	2018	50
CE - CW176	Pryor's Field	15	Re-coppice blackthorn scrub alongside Mixed pond west boundary	y	y								y	y	y	C	2018/19	16
CE - CW177	Pryor's Field	15	Cut 1/3rd of the scalloped eastern edge of Pryor's Field between the path and shrubs (excluding the area dominated by blackthorn) on a rotational basis	y	y							y	y	y	y	C	2018/19	20
CE - CW178	Pryor's Field	15	Remove seedling/sapling trees as required in grassland and gorse along northern edge, and maintain gorse by clearing bramble. Replenish gorse as necessary.	y	y	y						y	y	y	y	C	2018/19	13
CE - CW179	Pryor's Field	15	Reduce the extent of bramble in south-west of Field, near car park, cutting by hand as ant hills are present.									y	y	y	y	C	2018/19	6
CE - CW180	Pryor's Field	15	Cut or remove any purple Michaelmas daisy, and white Michaelmas daisy not growing in main patch									y	y			C	2018	50
CE - CW181	Pryor's Field	15	Cut areas dominated by hogweed or remove flowers before seeding and take off site in all areas except that specified on map in management plan						y	y	y					C	2018	50
CE - CW182	Pryor's Field	15	Cut round large white Michaelmas daisy patch						y	y	y					C	2018	50
CE - CW183	Sandy Gorse patch	92	Coppice/expand gorse on a 12 year rotation. Section 6 in 2018. Grub out seedling trees and remove bramble. Plant up any bare/dead patches with potted gorse	y	y									y	y	C	2018/19	13, 14, 15
CE - CW184	Sandy Gorse patch	92	Follow up management of recently coppiced area of gorse. Section 5- Revisit section to remove any returning scrub or bramble growth. Replant any failed gorse.	y	y								y	y	y	C	2018/19	13
CE - CW185	Sandy Heath grassland	87	Remove bramble developing in acid grassland	y	y									y	y	C	2018/19	4, 14
CE - CW186	Sandy Heath grassland	88	Remove turkey oaks from selected areas to increase the extent of acid grassland.	y	y								y	y	y	C	2018/19	14
CE - CW187	Sandy Heath ponds	87	Selectively coppice or remove tree/gorse and scrub cover from the edge of pond No.2 to prevent shading and establishment of large trees.	y	y									y	y	C	2018/19	39
CE - CW188	Sandy Heath ponds	87	Remove selected emergent vegetation + sediment to prevent succession & maintain area of open water. Pond 1 in 2018/19 with mini-digger/contractor	y	y						y	y	y	y	y	C	2018/19	36
CE - CW189	Sandy Heath ponds	87	Regular cut of grass adjacent pond 4 to establish & maintain acid grassland					y	y	y	y	y				C	2018	14
CE - CW190	Sandy Road	82	Continue cutting 2 coupes/year along ride in 5-year rotation. Sections 1a + 5a in 2018/19. See map.	y	y									y	y	C	2018/19	20
CE - CW191	Sandy Road	82	Remove Sycamore from back of section 3a.	y	y								y	y	y	C	2018/19	50

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CE - CW192	Sandy Road	82	Cut scalloped 2-5m strip along path edge during July							y						C	2018	20
CE - CW193	Secret Garden	27	Remove sycamore from southern boundary to increase light top garden area	y	y								y	y	y	C	2018/19	19
CE - CW194	Secret glade W of path between Viaduct pond & Hollow Beech	14	Maintain glade through bramble/sapling removal													C	2018/19	
				y	y							y	y	y	y			4
CE - CW195	Selected locations Heath-wide		Maintain bramble at roughly current extent													C	2018	
																		50
CE - CW196	Selected locations Heath-wide		Monitor selected features, including certain invasive species, extent of bramble, Small Tumulus Field grassland, Tormentil slopes, Sparrows site, experimental cutting area, amphibians and reptiles.						y	y	y					E/C	2018	
																		47
CE - CW197	Selected locations Heath-wide		Improve corridors for hedgehogs through opening up small gaps in selected fencing.													E/C	2018	
																		46
CE - CW198	Selected locations Heath-wide		Review selected compartment management	y	y	y	y	y	y	y	y	y	y	y	y	E	2018/19	
																		1
CE - CW199	Several ponds, including Highgate no 1, Hampstead no 1, Vale of Health, Viaduct		Carry out work required by Supervising Engineer to reduce flood risk													C/R	2018/19	
				y	y	y	y	y	y	y	y	y	y	y	y			Safety issue
CE - CW200	Short hedge west of ponds	56	Try to layer old crab apple tree	y	y	y	y	y	y	y	y	y	y	y	y	C	2018/19	
																		1
CE - CW201	Small Tumulus Field	23	Mow most or all of large triangular area before ragwort flowers, preferably leaving some uncut						y							C	2018	
																		7, 50
CE - CW202	Small Tumulus Field	23	Control hogweed by cutting flowers off						y	y	y					C	2018	
																		50
CE - CW203	Small Tumulus Field	16	Cut bays every third year in bramble over 12 year cycle, leaving bird perching posts									y	y			C	2019/20	
																		46
CE - CW204	Small Tumulus Field	23	Plant teasel in open area in bramble near Hedge 2 and elsewhere among bramble edges	y	y								y	y	y	C	2018/19	
																		46
CE - CW205	South Meadow	30	Mow all grassy glades except large areas north of stream to allow access & maintain grassland. Retain strip of long grass round edges.						y	y						C	2018	
																		7
CE - CW206	South Meadow	30	Remove sycamore growing in veteran oak line	y	y								y	y	y	C	2018/19	
																		26
CE - CW207	South Meadow	30	Pull or cut small balsam in Kenwood SSSI strip before it flowers						y	y						C	2018	
																		50
CE - CW208	South Meadow	30	Improve quality of best oak trees in area of close-growing oaks with bare ground beneath by removing about 3 mis-shapen smaller oak trees.	y	y								y	y	y	C	2018/19	
																		16
CE - CW209	Sparrows site	20	Cut alexanders to reduce spread				1											
																		2018
CE - CW210	Springett's Wood	10	Cut grass/scrub 2-3 times avoiding bluebell leaves.													C	2018	
																		4
CE - CW211	Springett's Wood	10	Clear & mow paths				y	y	y	y	y	y				C	2018	
																		Access
CE - CW212	Springett's Wood	10	Keep bramble in damp area near pond in check by cutting back, & remove sapling & seedling trees & shrubs & scrub	y	y									y	y	C	2018/19	
																		16
CE - CW213	Springett's Wood	10	Remove & dispose of <i>Crassula helmsii</i> if present in pond					y	y	y	y	y				C	2018	
																		50
CE - CW214	Springett's Wood	10	Maintain pond; reduce vegetation in pond if required.	y	y							y	y	y	y	C	2018/19	
																		36
CE - CW215	Springett's Wood	10	Check tree guards & tree ties, & clear scrub around young trees	y	y	y	y	y	y	y	y	y	y	y	y	C	2018/19	
																		16
CE - CW216	Stock Pond	42	Remove hollies surrounding veteran oak to north of marsh area	y	y								y	y	y	C	2018/19	
																		26
CE - CW217	Stock Pond	42	Clear round wild service tree saplings	y	y	y	y	y	y	y	y	y	y	y	y	C	2018/19	
																		46

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CE - CW218	Stock Pond	42	Cut back scrub encroaching onto northern marsh area. Cut back to dead hedge.	y	y								y	y	y	C	2018/19	36
CE - CW219	Stock Pond meadow	39	Cut patches of invading rush in cold weather to reduce vigour, leaving main patch beside path	y									y	y	y	C	2018/19	47
CE - CW220	Tormentil Slopes	12	Cut bramble and rosebay willowherb as necessary with view to eradicating	y	y	y	y	y	y	y	y	y	y	y	y	C	2018/19	13, 14
CE - CW221	Tormentil Slopes	12	Cut areas of coarse grass repeatedly					y	y	y	y	y				C	2018	13, 14
CE - CW222	Tumulus Field	21	Re-seed eroded paths			y	y	y								C	2018/19	11
CE - CW223	Tumulus Field Pond	22	Re-dig/remove vegetation from pond to create open water	y	y	y	y	y	y	y	y	y	y	y	y	C	2018	9
CE - CW224	Tumulus Field Pond	22	Cut vegetation surrounding pond	y	y	y	y									C	2019	9
CE - CW225	Turners firs	83	Remove ivy from pine trees.	y	y								y	y	y	C	2018/19	1
CE - CW226	Upper (western) Cohen's Field	32	Maintain ditch to upper new pond to retain nearby crossing point	y	y	y	y	y	y	y	y	y	y	y	y	C/R	2018/19	Access
CE - CW227	Upper (western) Cohen's Field	32	Continue to control expanding patch blackthorn, centre of Field towards northern edge					y	y	y	y	y	y			C	2018	6
CE - CW228	Upper Vale of Health	1	Cut bramble etc. round Pound to maintain views to it								y	y	y			C	2018	H6
CE - CW229	Upper Vale of Health	1	Mow majority of fertile grassland (including along paths) annually in September, removing arisings									y				C	2018	4
CE - CW230	Upper Vale of Health	1	Weed heather 2 to 3 times yearly as required and cut round existing patches to prevent encroachment	Y	y	y	y	y	y	y	y	y	y	y	y	C	2018/19	13
CE - CW231	Upper Vale of Health	1	Cut areas of hogweed in rough grassland 2-3 times p.a. to prevent spreading						y	y	y	y				C	2018	50
CE - CW232	Upper Vale of Health	1	Ensure trees & shrubs in bramble areas do not become more numerous	y	y								y	y	y	C	2018/19	16
CE - CW233	Upper Vale of Health	1	Skirt bramble carefully by hand on Atypus slopes, & remove tree & shrub seedlings. Cut back overhanging branches if they have extended from previous year.	y	y	y	y	y	y	y	y	y	y	y	y	C	2018/19	46
CE - CW234	Upper Vale of Health	1	Control invasive species, e.g. sycamore, southern woodland, adjoining Vale of Health Approach Road								y	y	y			C	2018	50
CE - CW235	Vale of Health N of Approach Road	1	Cut triangle of grassland above Approach Road								y					C	2018	7
CE - CW236	Vale of Health Pond	11	Maintain glade near pond inlets	y	y								y	y	y	C	2018/19	19
CE - CW237	Vale of Health Pond	11	Trim back bramble near bench above fishing pegs	y	y							y	y	y	y	C	2018/19	50
CE - CW238	Vale of Health Pond	11	Coppice saplings and lift trees competing with gorse on the south bank. Remove sycamore saplings from pond edge to south. Coppice gorse if required.	y	y								y	y	y	C	2018	50
CE - CW239	Vale of Health Valley	2	Flail toe of dam as required by Dam Engineer				y				y	y	y			C	2018	Safety
CE - CW240	Vale of Health Valley	2	Keep central area open, but retaining elder bushes at south-west edge. Retain nettle/comfrey area on south-west side. Mow south-eastern side as required to control bramble.					y	y	y	y					C	2018	6
CE - CW241	Viaduct Pond	9	On south-west side of Viaduct pond, cut back hedge below bench to create view of pond.	y	y								y	y	y	C	2018/19	1
CE - CW242	Viaduct Pond	9	Cut bramble and blackthorn suckers etc. in grassland by hedge	y	y	y	y	y	y	y	y	y	y	y	y	C	2018/19	6
CE - CW243	Viaduct Pond	9	Coppice willow and silver birch and raise alder crowns along east bank if impeding growth of emergent vegetation	y	y								y	y	y	C	2018/19	39
CE - CW244	Viaduct Pond	9	Control Japanese knotweed in enclosed area.								y	y				C	2018	50
CE - CW245	Viaduct Pond	9	Pull Himalayan balsam from marsh area						y	y	y	y				C	2018	50
CE - CW246	Viaduct Pond	9	Weed planted heather on exposed east bank	y	y					y	y	y	y	y	y	C	2018/19	13
CE - CW247	Viaduct Pond	9	Maintain kingfisher/invertebrate bank along sandy bank to south of bridge. Cut back scrub growth and weed if required	y	y	y	y	y	y	y	y	y	y	y	y	C	2018/19	1

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CE - CW248	West Heath heathland sites		Survey heathland sites to assess species composition and regeneration	y	y	y	y	y	y	y	y	y	y	y	y	E/V	2018	47
CE - CW249	West Heath meadow	76	Late cut to lower part of meadow, leaving refuges								y	y	y			C	2018	7
CE - CW250	West Heath valley mire (West Heath bog)	77	Remove encroaching bramble from around seepage points						y	y	y	y				C	2018	36, 44, 46
CE - CW251	West Heath valley mire (West Heath bog)	77	Cut Juncus & Glyceria before frosts to allow improved growth of sphagnum species									y	y			C	2018	46
CE - CW252	West Heath valley mire (West Heath bog)	77	Maintain low herbage through regular cutting. Monitor for development of sphagnum.				y	y	y	y	y	y				C	2018	46
CE - CW253	West Heath valley mire (West Heath bog)	77	Continue to cut of area between West Heath meadow & bog through removal of scrub & selective lifting & thinning of trees. This will increase area of acid-loving flora such as tormentil.	y	y							y	y	y	y	C	2018/19	14
CE - CW254	West Heath valley mire (West Heath bog)	77	Continue to expand area around eastern seepage point towards Ironstone spring to encourage mire vegetation	y	y								y	y	y	C	2018/19	14
CE - CW255	Whitestone Pond	78	Maintain pond to specification outlined by City Surveyors. Cut reeds overhanging path in early spring	y	y	y	y	y	y	y	y	y	y	y	y	C	2018/19	36
CE - CW256	Wildwood Road edge	49	Remove or lay saplings from road edge to the east of the Extension to reduce pavement encroachment	y	y							y	y	y		C	2018/19	Access
CE - CW257	Woodland adjacent Spaniard's Road	93	Maintain glade in dumping area.	y	y								y	y	y	C	2018/19	16
CE - CW258	Woodland near Wyldes Farm	94	Manage area with pines to encourage these by removing senescent larches and nearby Turkey oaks and planting new Scots pines.	y	y								y	y	y	C/E	2018/19	16
CE - CW259	Woodland next path & horse chestnut avenue, south of end of North End	86	Late cut to the Lily of the Valley area to remove bramble & ivy encroachment								y	y	y	y		C	2018	7, 50

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Conservation Ecology

Ref	Location	Details of Proposed Work: Apr 2018 - Mar 2019	Timing of work	Who is Responsible	Link to 2007 Mgmt Plan
CE - PR1	Hampstead Heath	Pedestrian and Cycle Working Group. Complete the consultation on the review of the wearing course and waymarking arrangements.	2018/19	Conservation Supervisor, Trees and Conservation Manager	
CE - PR2	Hampstead Heath	As set out in the Divisional Plan progress the first phase of the Ponds and Wetlands Strategy.	2018/19	Ecology Team, Trees and Conservation Manager, City Surveyors	
CE - PR3	Hampstead Heath	Integrate the Ponds Project landscape and vegetation management into the Conservation and Ecology Cyclical Work Programme.	2018/19	Ecology Team, Trees and Conservation Manager	
CE - PR4	Hampstead Heath	Implement erosion repairs and improve surface water drainage at the five ways junction at the top of the shared use path.	2018/19	Conservation Supervisor, Trees and Conservation Manager	

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Tree Team - Cyclical Works

Ref	Location	Details of Proposed Work: Apr 2018 - Mar 2019	Timing of work	Who is Responsible	Link to 2007 Mngt. Plan
TT - CW 1	Hampstead Heath	Veteran tree management	Year round	DH	NL13 / NL17
TT - CW 2	Hampstead Heath	Veteran tree survey	Year round	DH	NL4
TT - CW 3	Hampstead Heath	Tree inspections	Year round	DH	NL4
TT - CW 4	Hampstead Heath	Priority Tree Works List	Year round	DH	NL4
TT - CW 5	Hampstead Heath	Massaria Management	Year round	DH	NL4
TT - CW 6	Hampstead Heath	OPM Management	May to July	DH	NL4
TT - CW 7	Hampstead Heath	Highways Trees	February	DH	NL4
TT - CW 8	Queen's Park	Emergency Tree work	Year round	DH	NL4
TT - CW 9	Queen's Park	Veteran tree management	Year round	DH	NL4
TT - CW 10	Queen's Park	Veteran tree survey	Year round	DH	NL13 / NL17
TT - CW 11	Queen's Park	Tree inspections	Year round	DH	NL4
TT - CW 12	Queen's Park	Priority Tree Works	Year round	DH	NL4
TT - CW 13	Queen's Park	Massaria Management	Year round	DH	NL4
TT - CW 14	Queen's Park	OPM Management	May to July	DH	NL4
TT - CW 15	Queen's Park	Highways Trees	Year round	DH	NL4
TT - CW 16	Highgate Wood	Woodland Management	Nov to Jan	JM/DH/CB	NL4
TT - CW 17	Highgate Wood	Emergency Tree work	Year round	DH/CB	NL4
TT - CW 18	Highgate Wood	Veteran tree management	Nov to Jan	DH/CB	NL4

Tree Team - Cyclical Works

Ref	Location	Details of Proposed Work: Apr 2018 - Mar 2019	Timing of work	Who is Responsible	Link to 2007 Mngt. Plan
TT - CW 19	Highgate Wood	Veteran tree survey	N/A		NL4
TT - CW 20	Highgate Wood	Tree inspections	N/A		NL4
TT - CW 21	Highgate Wood	Priority Tree Works	N/A		NL4
TT - CW 22	Highgate Wood	OPM Management (Survey)	May to July	DH/FC	NL4
TT - CW 23	Highgate Wood	Highways Trees	N/A		NL4
TT - CW 24	Keat's House	Emergency Tree work	Year round	DH	NL4
TT - CW 25	Keat's House	Veteran tree management	N/A		NL4
TT - CW 26	Keat's House	Veteran tree survey	N/A		NL4
TT - CW 27	Keat's House	Tree inspections		DH	NL4
TT - CW 28	Keat's House	Priority Tree Works	N/A		NL4
TT - CW 29	Keat's House	Massaria Management		DH	NL4
TT - CW 30	Keat's House	OPM Management	N/A		NL4
TT - CW 31	Keat's House	Highways Trees	N/A		NL4
TT - CW 32	External Works	Compost Tea Treatment	Jul to Oct	DH	NL4
TT - CW 33	External Works	Resistograph	Year round	DH	NL4
TT - CW 34	External Works	Burnham Beeches (Pollard restoration)	Feb	DH	NL4

Tree Team - Cyclical Works

Ref	Location	Details of Proposed Work: Apr 2018 - Mar 2019	Timing of work	Who is Responsible	Link to 2007 Mngt. Plan
TT - CW 35	External Works	LTOA Seminars & Working Parties	Year round	DH	NL4
TT - CW 36	External Works	TRP/CoL /ATF Biosecurity Group	Year round	DH	NL4
TT - CW 37	External Works	Arb Association Trade Show & Conference	Year round	DH	NL4
TT - CW 38	External Works	European Pollard Symposium (Spain)	Nov	DH	NL4
TT - CW 39	External Works	ATF Epping Forest seminar/visits	Jul	DH	NL4

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Tree Team - Projects

Ref	Location	Details of Proposed Work: Jan 2018- Mar 2019	Timing of work	Who is Responsible	Link to 2007 Mgmt Plan
TT - PR 1	Veteran Tree Management	To promote and develop the continuing management of the Veteran and Ancient trees on Hampstead Heath, Highgate Wood and Queen's Park.	Year round	Tree Management Officer and Trees and Conservation Manager	NL13/17
TT - PR 2	TRP and CoL Biosecurity Working Group	Working with colleagues in The Royal Parks share expertise and provide mutual support on London's Biosecurity tree issues.	Year round	Tree Management Officer and Trees and Conservation Manager	NL4

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Heath Ranger - Cyclical Works

Ref	Location	Details of Proposed Work: Apr 2018 - Mar 2019	Timing of work	Who is Responsible	Link to 2007 Mgmt Plan
EH - CW 1	East Heath	Litter picking and fishing bins	Daily	Heath Ranger Supervisor	
EH - CW 2	East Heath	Patrolling	Daily	Heath Ranger Supervisor	
EH - CW 3	East Heath	Play area checks (Preachers Hill and Vale of Health)	Weekly	Heath Ranger Supervisor	
EH - CW 4	East Heath	Car Park parking control	Daily	Heath Ranger Supervisor	
EH - CW 5	East Heath	Toilets opening and closing (Vale of Health)	Daily	Heath Ranger Supervisor	
EH - CW 6	East Heath	Signage	Weekly	Heath Ranger Supervisor	
EH - CW 7	East Heath	Emergency tree works	As required	Heath Ranger Supervisor	
EH - CW 8	East Heath	Conservation work	Monthly	Heath Ranger Supervisor	
EH - CW 9	East Heath	Volunteer sessions (Heath Hands and Phoenix Futures)	Weekly	Heath Ranger Supervisor	
EH - CW 10	East Heath	Wildlife rescue / welfare response service	Year round	Heath Ranger Supervisor	
EH - CW 11	East Heath	Event support: Traditional Fairs, AAF, Southern Cross Country, London Youth Games, Greater London Cross Country, Circus	Year round	Heath Ranger Supervisor/ Events Manager	
HR - CW 12	West Heath	Estate duties	Year round	Heath Ranger Supervisor	
HR - CW 13	West Heath	Litter picking	Daily	Heath Ranger Supervisor	
HR - CW 14	West Heath	Patrolling	Daily	Heath Ranger Supervisor	
HR - CW 15	West Heath	Play area checks	N/A	Heath Ranger Supervisor	
HR - CW 16	West Heath	Car Park parking control (GHP and Whitestone)	Daily	Heath Ranger Supervisor	
HR - CW 17	West Heath	Toilets opening and closing	Daily	Heath Ranger Supervisor	
HR - CW 18	West Heath	Signage	Weekly	Heath Ranger Supervisor	

Heath Ranger - Cyclical Works

Ref	Location	Details of Proposed Work: Apr 2018 - Mar 2019	Timing of work	Who is Responsible	Link to 2007 Mgmt Plan
HR - CW 19	West Heath	Emergency tree works	As required	Heath Ranger Supervisor	
HR - CW 20	West Heath	Conservation work	Monthly	Heath Ranger Supervisor	
HR - CW 21	West Heath	Volunteer sessions (Heath Hands and Phoenix Futures)	Weekly	Heath Ranger Supervisor	
HR - CW 22	West Heath	Wildlife rescue / welfare response service	Year round	Heath Ranger Supervisor	
HR - CW 23	West Heath	Event support (car park hire)	Year round	Heath Ranger Supervisor	
HR - CW 24	Sandy Heath	Estate duties	Year round	Heath Ranger Supervisor	
HR - CW 25	Sandy Heath	Litter picking	Daily	Heath Ranger Supervisor	
HR - CW 26	Sandy Heath	Patrolling	Daily	Heath Ranger Supervisor	
HR - CW 27	Sandy Heath	Play area checks	N/A	Heath Ranger Supervisor	
HR - CW 28	Sandy Heath	Car Park parking control	N/A	Heath Ranger Supervisor	
HR - CW 29	Sandy Heath	Toilets opening and closing	N/A	Heath Ranger Supervisor	
HR - CW 30	Sandy Heath	Signage	Weekly	Heath Ranger Supervisor	
HR - CW 31	Sandy Heath	Emergency tree works	As required	Heath Ranger Supervisor	
HR - CW 32	Sandy Heath	Conservation work	Monthly	Heath Ranger Supervisor	
HR - CW 33	Sandy Heath	Volunteer sessions (Heath Hands and Phoenix Futures)	Weekly	Heath Ranger Supervisor	
HR - CW 34	Sandy Heath	Wildlife rescue / welfare response service	Year round	Heath Ranger Supervisor	
HR - CW 35	Sandy Heath	Event support	Year round	Heath Ranger Supervisor	
HR - CW 36	Parliament Hill Fields	Estate duties	Year round	Heath Ranger Supervisor	

Heath Ranger - Cyclical Works

Ref	Location	Details of Proposed Work: Apr 2018 - Mar 2019	Timing of work	Who is Responsible	Link to 2007 Mgmt Plan
HR - CW 37	Parliament Hill Fields	Litter picking	Daily	Heath Ranger Supervisor	
HR - CW 38	Parliament Hill Fields	Patrolling	Daily	Heath Ranger Supervisor	
HR - CW 39	Parliament Hill Fields	Play area checks	Daily	Heath Ranger Supervisor	
HR - CW 40	Parliament Hill Fields	Car Park parking control (Lido)	Daily	Heath Ranger Supervisor	
HR - CW 41	Parliament Hill Fields	Toilets opening and closing (Millfield Lane)	Daily	Heath Ranger Supervisor	
HR - CW 42	Parliament Hill Fields	Signage	Weekly	Heath Ranger Supervisor	
HR - CW 43	Parliament Hill Fields	Emergency tree works	As required	Heath Ranger Supervisor	
HR - CW 44	Parliament Hill Fields	Conservation work	Monthly	Heath Ranger Supervisor	
HR - CW 45	Parliament Hill Fields	Volunteer sessions (Heath Hands and Phoenix Futures)	Weekly	Heath Ranger Supervisor	
HR - CW 46	Parliament Hill Fields	Wildlife rescue / welfare response service	Year round	Heath Ranger Supervisor	
HR - CW 47	Parliament Hill Fields	Event support	Year round	Heath Ranger Supervisor/ Events Manager	
HR - CW 48	Heath Extension	Estate duties	Year round	Heath Ranger Supervisor	
HR - CW 49	Heath Extension	Litter picking	Daily	Heath Ranger Supervisor	
HR - CW 50	Heath Extension	Patrolling	Daily	Heath Ranger Supervisor	
HR - CW 51	Heath Extension	Play area checks	Weekly	Heath Ranger Supervisor	
HR - CW 52	Heath Extension	Car Park parking control	Daily	Heath Ranger Supervisor	
HR - CW 53	Heath Extension	Toilets opening and closing	Daily	Heath Ranger Supervisor	
HR - CW 54	Heath Extension	Signage	Weekly	Heath Ranger Supervisor	

Heath Ranger - Cyclical Works

Ref	Location	Details of Proposed Work: Apr 2018 - Mar 2019	Timing of work	Who is Responsible	Link to 2007 Mgmt Plan
HR - CW 55	Heath Extension	Emergency tree works	As required	Heath Ranger Supervisor	
HR - CW 56	Heath Extension	Conservation work	Monthly	Heath Ranger Supervisor	
HR - CW 57	Heath Extension	Volunteer sessions (Heath Hands and Phoenix Futures)	Weekly	Heath Ranger Supervisor	
HR - CW 58	Heath Extension	Wildlife rescue / welfare response service	Year round	Heath Ranger Supervisor	
HR - CW 59	Heath Extension	Event support	Year round	Heath Ranger Supervisor/ Events Manager	
HR - CW 60	Kenwood Beat	Estate duties	Year round	Heath Ranger Supervisor	
HR - CW 61	Kenwood Beat	Litter picking	Daily	Heath Ranger Supervisor	
HR - CW 62	Kenwood Beat	Patrolling	Daily	Heath Ranger Supervisor	
HR - CW 63	Kenwood Beat	Play area checks	Weekly	Heath Ranger Supervisor	
HR - CW 64	Kenwood Beat	East Heath Car Park parking control	Daily	Heath Ranger Supervisor	
HR - CW 65	Kenwood Beat	Toilets opening and closing	Daily	Heath Ranger Supervisor	
HR - CW 66	Kenwood Beat	Signage	Weekly	Heath Ranger Supervisor	
HR - CW 67	Kenwood Beat	Emergency tree works	As required	Heath Ranger Supervisor	
HR - CW 68	Kenwood Beat	Conservation work	Monthly	Heath Ranger Supervisor	
HR - CW 69	Kenwood Beat	Volunteer sessions (Heath Hands and Phoenix Futures)	Weekly	Heath Ranger Supervisor	
HR - CW 70	Kenwood Beat	Wildlife rescue / welfare response service	Year round	Heath Ranger Supervisor	
HR - CW 71	Kenwood Beat	Event support	N/A	Heath Ranger Supervisor	
HR - CW 72	Highgate Pond Chain	Outflows and culverts	Daily	Heath Ranger Supervisor	

Heath Ranger - Cyclical Works

Ref	Location	Details of Proposed Work: Apr 2018 - Mar 2019	Timing of work	Who is Responsible	Link to 2007 Mgmt Plan
HR - CW 73	Highgate Pond Chain	Monitoring pond levels	Daily	Heath Ranger Supervisor	
HR - CW 74	Highgate Pond Chain	Re coppicing according to AWP spec	Quarterly	Heath Ranger Supervisor	
HR - CW 75	Highgate Pond Chain	Water Safety checks for fencing and gates	Daily	Heath Ranger Supervisor	
HR - CW 76	Highgate Pond Chain	Biosecurity measures for KHV	Daily	Heath Ranger Supervisor	
HR - CW 77	Highgate Pond Chain	Vegetation Management of dams	Quarterly	Heath Ranger Supervisor	
HR - CW 78	Highgate Pond Chain	Wildlife rescue / welfare response service	As required	Heath Ranger Supervisor	
HR - CW 79	Hampstead Pond Chain	Outflows and culverts	Daily	Heath Ranger Supervisor	
HR - CW 80	Hampstead Pond Chain	Monitoring pond levels	Daily	Heath Ranger Supervisor	
HR - CW 81	Hampstead Pond Chain	Re coppicing according to AWP spec	Quarterly	Heath Ranger Supervisor	
HR - CW 82	Hampstead Pond Chain	Water Safety checks for fencing and gates	Daily	Heath Ranger Supervisor	
HR - CW 83	Hampstead Pond Chain	Biosecurity measures for KHV	Daily	Heath Ranger Supervisor	
HR - CW 84	Hampstead Pond Chain	Vegetation Management of dams	Quarterly	Heath Ranger Supervisor	
HR - CW 85	Hampstead Pond Chain	Wildlife rescue / welfare response service	As required	Heath Ranger Supervisor	

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Heath Ranger - Projects

Ref	Location	Details of Proposed Work: Apr 2018 - Mar 2019	Timing of work	Who is Responsible	Link to 2007 Mgmt Plan
HR - PR 1	Millfield Lane Entrance	Improvement to drainage and pedestrian access to the toilets.	April to September 2018	Site Supervisor	B4
HR - PR 2	Parliament Hill summit – Stage 2	Final re-seeding and installing of strategic benches. Continue partnership working with MOLAS.	April to September 2018	Site Supervisor	
HR - PR 3	Tumulus	Repair and paint perimeter fencing at the Tumulus in partnership with City Surveyors Dept. and renewal of adjacent sponsored benches - working in partnership with MOLAS.	All year	Site Supervisor	H1
HR - PR 4	South End Green	Realignment and replacement of fence and landscape improvements.	April to September 2018	Site Supervisor	H1
HR - PR 5	Hampstead No 1 Pond	Relocation of bird viewing platform.	April to June 2018	Site Supervisor	H1
HR - PR 6	Sports ground - Limes Avenue	Removal of fence and turf renovation.	Spring 2018	Site Supervisor	H1
HR - PR 7	Mixed Pond	Installation of bike secure parking / landscape improvements.	April to September 2018	Site Supervisor	H1
HR - PR 8	Men's Pond	Review of access arrangements and landscape improvements.	April to September 2018	Site Supervisor	H1

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Parliament Hill - Cyclical Works

Ref	Location	Details of Proposed Work: Apr 2018 - Mar 2019	Timing of work	Who is Responsible	Link to 2007 Mgmt Plan
PH - CW 1	Cricket Square and Outfield	Maintain cricket square and outfield which will include mowing, preparation and re-instatement of individual wickets, rolling, fertilising and irrigation. Priority will be given to non-chemical control methods. Inspect and maintain cricket practice nets.	Early April to Mid-September	Site Supervisor	S1, S2, S7
PH - CW 2	Cricket enclosure Woodland planting	Pruning management of blackthorn, hawthorn, Rosa, buckthorn plantings along East and Southern boundary of cricket enclosure - outside of bird nesting season.	Late August-early April	Site Supervisor	NL4, NL6
PH - CW 3	Bowling Green / Croquet	Liaise with licensee of the bowling green and offer advice and support throughout the year. Arrange for irrigation and machinery servicing.	Playing season April to September. Out of season October to March	Site Supervisor	S1, S2, S7
PH - CW 4	Formal grass sports areas (1 football pitches, 4 rugby training grids, 6 schools training grids, 1 soft ball area, 5 rounder areas, 4 mini football grids)	Maintain pitches and training grids which will include marking out, setting out goal posts, mowing; preparation and re-instatement of individual areas and fertilising. Routine checking of goal post will be completed by daily inspections. Priority will be given to non-chemical control methods. Maintain and foster close working relationships with neighbouring schools and encouraging usage of facilities.	Winter sports: late September to early April. Summer sports: April to September	Site Supervisor	S1, S2, S7
PH - CW 5	Formal grass sports areas: 2 football pitches, 1 rugby training grid, 6 schools training grids, 1 soft ball area, 5 rounder areas, 4 mini football grids	Renovation of pitches and grids to include aeration to overcome surface compaction, top-dressing and over-seeding centre circle and goal mouth areas. Repairing and checking goal posts, nets and sockets. Priority will be given to non-chemical control methods.	Mid-April	Site Supervisor	S1, S2, S7, S8
PH - CW 6	Meadow grass areas. Café & Cricket enclosure	Management of meadow grass areas to encourage flora and fauna. Non-chemical weed and disease control via hoeing and removal of arrisings	April to November	Site Supervisor	NL3
PH - CW 7		Annual cut and collection.	August	Site Supervisor	NL3

Parliament Hill - Cyclical Works

Ref	Location	Details of Proposed Work: Apr 2018 - Mar 2019	Timing of work	Who is Responsible	Link to 2007 Mgmt Plan
PH - CW 8	Class A Certified Athletics Track Organisation and management of Athletics Meetings, School Sports Day, School/Club training Sessions & Corporate events.	Daily inspection of track (including hammer cage / pole vault, long jump and javelin run-ups / high jump fan / shot putt landing area / throwing areas etc. to check for debris and wear and tear. Check sand depth and quality and replace as necessary. Keep abreast with current UKA regulation changes. Routine checking of hurdles / landing mats / hammer wires / throwing equipment / pole fault and high jump stands and bars / judges stand / starting blocks / flags / relay batons. Replacement and repair as necessary. Setting out of track for meetings and training events (including schools). Ensuring the changing facilities including toilets are in a clean and tidy state on a daily basis. Maintain grass centre area and routinely replace divots.	Athletics meeting season: April-September. Training sessions, Sports days & Corporate events: All year	Site Supervisor	S1
PH - CW 9	Petanque Area	Daily checking of Petanque area to include debris removal, raking and replacement of topdressing material as necessary. Continual monitoring of weed and moss growth. Priority will be given to non-chemical control methods.	All year	Site Supervisor	S1, S2, S7
PH - CW 10	Hard Tennis Courts	Maintain courts to include daily inspections for debris, vegetation, wear and tear. Daily checking of nets and fencing. Management of bookings and soft launch of ClubSpark online booking system. Priority will be given to non-chemical control methods for the control of moss and algae.	All Year	Site Supervisor	S1, S2, S7
PH - CW 11	Male / Female / Disabled Public Toilets	Ensure daily cleaning of toilets and regular checks. Replenish toilet rolls and soap on an hourly basis during peak times.	All Year	Site Supervisor	B4
PH - CW 12	Male / Female / Disabled Public Toilets	Arrange for one deep clean.	April	Site Supervisor	B4
PH - CW 13	Informal Recreation Areas: Dukes Field, Stone of Free Speech, Bandstand, Grass Surrounds and Children's Enclosure	Grass cutting of individual grass recreational areas a minimum once every seven days. Daily collection of litter, debris and dog faeces. Re-instate as necessary.	March-October	Site Supervisor	P1

Parliament Hill - Cyclical Works

Ref	Location	Details of Proposed Work: Apr 2018 - Mar 2019	Timing of work	Who is Responsible	Link to 2007 Mgmt Plan
PH - CW 14	Natural Grassland Areas Parliament Hill	Management of existing natural grass areas to encourage flora and fauna and extend the natural aspects of the Heath into this municipal area. Lido Café area pathways cut on a weekly basis and areas framed.	All Year	Site Supervisor	NL3
PH - CW 15		Cut and collection of designated areas on a three yearly cycle. All cut grass to be baled and removed.	Mid-September to Early October	Site Supervisor	NL3
PH - CW 16	Specimen tree Management: Swains lane, Dukes field, Bull path.	After care and monitor growth of new and establishing trees. Maintain specimen trees to include irrigation, pruning for vigour, form, safety, pest, weed and disease control, checking of tree stakes. Priority will be given to non-chemical control methods.	All year	Site Supervisor	D1
PH - CW 17	Mixed Borders: Bowling Green	Maintain borders to include mulching, routine, formative and regenerative pruning. Non-chemical weed and disease control via hoeing and removal or pruning out dead plants or branches. Hand irrigation if necessary. Priority will be given to non-chemical control. methods.	All year	Site Supervisor	D1
PH - CW 18	Hedge Rows: Highgate Road, Tennis Courts, Lido Wall, Bull Path and Bowling Green	Cut native hedges (outside of bird nesting season) to an appropriate height to encourage vigour, density and maintain views.	Late August-early April	Site Supervisor	NL6
PH - CW 19	Parliament Hill: Signage / Litter bins / Tennis Hut Shelter / Tennis Hut	Signage / Litter bins / Tennis Hut Shelters / Tennis Hut will be checked on a daily basis and repairs carried out as and when required.	All year	Site Supervisor	P3, B8
PH - CW 20	Parliament Hill: Paths, Roadways & Entrances	Check and maintain pathways in line with specifications to include top finishes. Carryout checks for potholes, cracks and deformations, making patch repairs where needed. Maintain sightlines at junctions, crossroads, adjoining gateways and entranceways for safe access and egress. Grass edging will be carried out during the growing season and wooden edging boards repaired as necessary. Manage traffic movements in line with risk assessment and safe systems of work.	Daily	Site Supervisor	P3
PH - CW 21	Parliament Hill: Gates, Fences and barriers, temporary and permanent	Check and maintain gates and entrances in good working order to include locks and padlocks. Check and maintain fence lines repairing and or replacing a needed. Temporary fencing/barriers to be placed proximal to the hazard and in such a way as to minimise disruption to users. All temporary fencing is to have signage to explain reasons for erection and time scale for removal; this is to be placed at time of erection.	Daily	Site Supervisor	B8

Parliament Hill - Cyclical Works

Ref	Location	Details of Proposed Work: Apr 2018 - Mar 2019	Timing of work	Who is Responsible	Link to 2007 Mgmt Plan
PH - CW 22	Play Areas: Traditional Play, 1 O'clock club, Adventure play & Children's enclosure	Daily visual inspections will be carried out by staff and all findings recorded.	Daily	Site Supervisor	E1, E3, P1
PH - CW 23		Children's play areas will be formally checked by qualified staff on a monthly basis.	Monthly	Site Supervisor	E1, E3, P1
PH - CW 24		Annual external playground inspections will be carried out by Independent Inspectors, with any recommendations actioned in the time specified.	Annually	Site Supervisor	E1, E3, P1
PH - CW 25	Outdoor Gym: Trim Trail	Daily visual inspections will be carried out by staff and all findings recorded.	Daily	Site Supervisor	E1, E3, P1
PH - CW 26		Children's play areas will be formally checked by qualified staff on a monthly basis.	Monthly	Site Supervisor	E1, E3, P1
PH - CW 27		Annual external playground inspections will be carried out by independent inspectors, with any recommendations actioned in the time specified	Annually	Site Supervisor	E1, E3, P1
PH - CW 28	Parliament Hill: Ditches, drains, gullies and grids.	Maintain ditches and water courses. Grid clearance to be carried out during inclement weather. All ditches to be maintained as specified in Corporation of London hydrology policy.	All year		HY1, NL5
PH - CW 29	Parliament Hill: Routine patrolling	Visual presence will be maintained by Keeping staff during opening hours. Staff will interface with the public and hand out information answer queries and monitor bye-laws as necessary. Assist the Hampstead Heath Constabulary with emergencies and incidents, for example lost children, lost dogs and vulnerable people.	All year	Site Supervisor	P1
PH - CW 30	Highgate Road entrance: Christmas Tree	Sighting and later, dismantling of the Christmas tree.	December-January	Site Supervisor	
PH - CW 31	Heath Hands Volunteers	Provide a programme for Heath Hand volunteers for the horticulture projects and works undertaken at the Parliament Hill area.	All Year	Site Supervisor	A8
PH - CW 32	Filming	Manage events to ensure that there is no long-term damage to the landscape and minimise disruption to visitors, neighbours and the local communities.	All Year	Site Supervisor	P8

Parliament Hill - Projects

Ref	Location	Details of Proposed Work: Jan 2018- Mar 2019	Timing of work	Who is Responsible	Link to 2007 Mgmt Plan
PH - PR 1	Nassington Road, Savernake Road Bridge & Hive	Landscaping works to create a more welcoming and natural rural gateway to the Heath. This is one of a number of on-going projects that evolved from 'Towards a Plan of the Heath'- Management plan part one 2007-2017.	Winter 2018 to Spring 2019	Site Supervisor	B14
PH - PR 2	Sponsored Benches	Embed updated bench survey information and database into routine annual work programme and projects plan. Implement annual bench maintenance schedule with a target of 15 renewals to address benches reaching end of life. Liaise with Support Services for contacting of sponsors. This is part of a wider Bench Project for the main body of the Heath.	Winter 2018 to Spring 2019	Site Supervisor	B8
PH - PR 3	Parliament Hill Fields electronically controlled entrance gates to Tennis Courts	Placement of coded gates on tennis courts to control entry.	TBC	Constabulary and Queen's Park Manager	

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Golders Hill Park - Cyclical Works

Ref	Location	Details of Proposed Work: Apr 2018 - Mar 2019	Timing of work	Who is Responsible	Link to 2007 Mgmt Plan
GHP - CW 1	Heath Extension (2 cricket fields and outfield)	Maintain cricket squares and outfield which will include mowing, preparation and re-instatement of individual wickets, rolling, fertilising and irrigation. Priority will be given to non-chemical control methods. Inspect and maintain cricket practice nets.	Early April to mid September	Site Supervisor	S1, S2, S7
GHP - CW 2	Heath Extension grass sport areas (3 football pitches, 3 rugby pitches, 1 school running track, 2 cricket nets)	Maintain grass sports areas which will include marking and setting out goal posts, mowing; preparation and re-instatement of individual areas and fertilising. Priority will be given to non-chemical control methods.			S1, S2, S7
GHP - CW 3	Heath Extension	Maintain and foster close working relationship with Sports and Leisure Administration Officer, and encourage usage of the facilities with sports clubs and neighbouring schools.	Late September to early April	Site Supervisor	S1, S2, S7
GHP - CW 4	Heath Extension	Renovation of grass pitches and grids to include aeration to overcome surface compaction, top-dressing and over-seeding centre circle and goal mouth areas. Repairing and checking goal posts, nets and sockets. Priority will be given to non-chemical control methods.	April to September	Site Supervisor	S1, S2, S7
GHP - CW 5	Heath Extension	Renovation of grass pitches to include aeration to overcome surface compaction and Plantain control. Top-dressing and over-seeding centre circle and goal mouth areas. Repairing and checking goal posts, nets and sockets. Organisation and management of School Sports Day, School / Club Training Sessions & Athletics Meetings	April to September	Site Supervisor	
GHP - CW 6	Heath Extension (6 changing rooms and 2 officials rooms)	Provide clean, well-maintained facilities to schools and sports clubs all year round. Facilities to be routinely cleaned.	On-going throughout season	Site Supervisor	S1, S2, S7
GHP - CW 7	Golders Hill Park / Heath Extension / Pergola / Informal Recreational Grass	Grass cutting of informal recreational areas. Daily collection of litter, debris and dog faeces.	Minimum once every seven days	Site Supervisor	S1, S2, S7
GHP - CW 8	Public Toilets - Golders Hill Park	Ensure daily cleaning of toilets and regular checks. Replenish toilet rolls and soap on an hourly basis during peak times.	Daily	Site Supervisor	B4
GHP - CW 9	Public Toilets - Golders Hill Park	Arrange for one deep clean in March/April and twice yearly empty of separation tank.	April to September	Site Supervisor	B4
GHP - CW 10	Golders Hill Park / Heath Extension / Pergola	Routine patrolling and visual presence will be maintained by Keepering staff during opening hours. Staff will interface with the public and hand out information answer queries and monitor bye-laws as necessary. Assist the Hampstead Heath Constabulary with emergencies and incidents, for example lost children, lost dogs and vulnerable people.	Daily	Site Supervisor	A1
GHP - CW 11	Hill Garden Pergola Wedding Ceremonies	Assist the Business Manager with Weddings and Civil Ceremonies	As per Bookings	Business Manager / Site Supervisor	D6

Golders Hill Park - Cyclical Works

Ref	Location	Details of Proposed Work: Apr 2018 - Mar 2019	Timing of work	Who is Responsible	Link to 2007 Mgmt Plan
GHP - CW 12	Golders Hill Park (2 grass tennis courts, 2 croquet squares, 1 putting green, 2 table tennis tables)	Maintain grass tennis courts and croquet squares to include twice weekly mowing, monthly verti-cutting, aeration, fertilising, disease, weed, moss control. Irrigation, divot repairs and marking out and rotation of individual courts. Priority will be given to non-chemical control methods.	May to September	Site Supervisor	S1, S2, S7
GHP - CW 13	Golders Hill Park (2 grass tennis courts, 2 croquet squares, 1 putting green, 2 table tennis tables)	End of season renovation of grass tennis courts, putting green and croquet lawns to include scarification, aeration, topdressing, over seeding with bent & fescues mix. Disease, weed and moss control. Priority will be given to non-chemical control methods, for example, daily dew removal to discourage disease outbreaks and dispersal of worm casts.	September / October	Site Supervisor	S1, S2, S7
GHP - CW 14	Golders Hill Park (4 Hard Tennis Courts)	Maintain four hard tennis courts to include daily inspections for debris, vegetation, wear and tear. Daily checking of nets and fencing. Management of bookings using Club Spark online booking system. Priority will be given to non-chemical control methods for control of moss and algae.	All Year	Site Supervisor	S1, S2, S7
GHP - CW 15	Golders Hill Park Natural Grassland Areas / Orchard Meadow / Dell Area / Swan Pond	Management of natural grass areas to encourage flora and fauna. Pathways cut through on a weekly basis and areas are "framed" to define the areas.	April to November	Site Supervisor	NL3
GHP - CW 16		Annual cut and collection - all grass cuttings to be re-cycled. Followed by three general maintenance cuts before end of November.	August to November	Site Supervisor	NL3
GHP - CW 17	Golders Hill Park Sustainable Planting in Walled Garden	Maintain sustainable plantings to include lifting and dividing, irrigation, staking, pest, weed and disease control - priority will be given to non-chemical control methods. Maintain and update interpretation boards and other media	All Year	Site Supervisor	D1, NL10
GHP - CW 18	Golders Hill Park / Hill Garden, Pergola / Kitchen Garden / Keats House: Specimen Tree Management	Maintain specimen trees to include irrigation, pruning for vigour, form, safety, pest, weed and disease control, checking of tree stakes. Priority will be given to non-chemical control methods.	All Year	Site Supervisor	D1
GHP - CW 19	Golders Hill Park / Hill Garden, Pergola, Kitchen Garden / Keats House / Shrub Bed Management	Maintain shrub beds to include mulching, routine formative and regenerative pruning. Non-chemical weed and disease control via hoeing and removal or pruning out dead plants or branches. Hand irrigation if necessary. Priority will be given to non-chemical control methods.	All Year	Site Supervisor	D1

Golders Hill Park - Cyclical Works

Ref	Location	Details of Proposed Work: Apr 2018 - Mar 2019	Timing of work	Who is Responsible	Link to 2007 Mgmt Plan
GHP - CW 20	Golders Hill Park / Hill Garden, Pergola, Kitchen Garden / Keats House Hedge Management	Cut hedges to an appropriate height to encourage vigour, density and maintain views. Hedges include Privet, Hornbeam, Yew, Buxus, Holly, Copper Beech, and Lonicera. Priority will always be given to the bird nesting season.	August to April	Site Supervisor	NL6
GHP - CW 21	Golders Hill Park Hanging Baskets by Café / Planting Tubs / Spot planting in borders	Install hanging baskets and other seasonal planting areas maintenance to include weed & disease control, dead-heading, fertilising and daily irrigation. Priority will be given to non-chemical control methods.	May to November	Site Supervisor	D1
GHP - CW 22	Golders Hill Park / Heath Extension Children's Play Areas	Daily visual inspections will be carried out by staff and all findings recorded.	Daily,	Site Supervisor	E1, E3, P1
GHP - CW 23	Golders Hill Park / Heath Extension Children's Play Areas	Children's play areas will be formally checked by qualified staff on a monthly basis.	Monthly	Site Supervisor	E1,E3
GHP - CW 24	Golders Hill Park / Heath Extension Children's Play Areas	Annual external playground inspections will be carried out by independent inspectors, with any recommendations actioned in the time specified.	Annually	Site Supervisor	P1
GHP - CW 25	Golders Hill Park Zoo	Recommendations from the London Borough of Barnet's Licensing Authority will be adhered to. Links will be pro-actively maintained through BIAZA (British and Irish Association of Zoos and Aquariums) and via the Zoo ethics committee which meets twice per year.	All Year	Site Supervisor	E1,E3
GHP - CW 26	Golders Hill Park Zoo	Maintain all livestock and enclosures within the zoo to the animal welfare and husbandry standards as required by the Zoo licensing Act.	All Year	Site Supervisor	P1,P10, NL10
GHP - CW 27	Golders Hill Park Zoo	Monitor and maintain all enclosures and housing infrastructure within the zoo, to ensure safety and continued suitability. Liaise regularly with the Zoo Veterinarian to ensure the health of all the livestock within the zoo.	All Year	Site Supervisor	E1,E3, P1,P10, NL10
GHP - CW 28	Golders Hill Park Zoo	Ensure grass levels and general foliage within the animal enclosures are kept at a presentable level throughout the year. Areas left uncut to encourage natural animal behaviour e.g. foraging.	All Year	Site Supervisor	E1,E3, P1,P10, NL10
GHP - CW 29	Golders Hill Park Zoo	Promote the zoo to members of the public through advertised feeds, talks, donkey walks and animal adoption scheme. Maintain interpretation boards and other media.	All Year	Site Supervisor	E1,E3, P1,P10, NL10
GHP - CW 30	Golders Hill Park Butterfly House	Full access to the Butterfly House will be available to the public during agreed opening hours. The facility will be maintained in accordance with good husbandry practice. Maintain interpretation boards and other media	March to end of October	Site Supervisor	E1,E3, P1, NL10
GHP - CW 31	Golders Hill Park / Heath Extension / Hill Garden, Pergola, Kitchen Garden Litter	All areas to be litter picked daily. Litter bins to be emptied daily.	All Year	Site Supervisor	P3

Golders Hill Park - Cyclical Works

Ref	Location	Details of Proposed Work: Apr 2018 - Mar 2019	Timing of work	Who is Responsible	Link to 2007 Mgmt Plan
GHP - CW 32	Golders Hill Park / Heath Extension / Hill Garden, Pergola, Kitchen Garden / Keats House Footpaths, Signage, Fences	Footpaths, signage, fences will be checked on a daily basis and repairs carried out as and when required. Wooden edging boards repaired as necessary.	Daily	Site Supervisor	B8
GHP - CW 33	Golders Hill Park Christmas Tree	Maintain permanent planting.	All Year	Site Supervisor	
GHP - CW 34	Golders Hill Park / Hill Garden, Pergola, Kitchen Garden / Keats House / Heath Hands Volunteers	Provide a programme for Heath Hand volunteers for the horticulture projects and works undertaken at the various locations across the Park, Hill Garden and Kats House	All Year	Site Supervisor	A8
GHP - CW 35	Golders Hill Park / Heath Extension Ditch Management	Maintain ditches and water courses. Grid clearance to be carried out during inclement weather. All ditches to be maintained as specified in Corporation of London hydrology policy.	All Year	Site Supervisor	HY1, NL5
GHP - CW 36	Golders Hill Park / Heath Extension / Children's Entertainment / Bandstand Concerts	Overseeing of children's education / interpretation, bandstand concerts etc.	All Year	Site Supervisor	A1, D3
GHP - CW 37	Golders Hill Park Ponds and Streams	Quarterly maintenance of pond pumps and filters. Daily inspection of overflows and safety equipment. Management of vegetation on pond edges.	All Year	Site Supervisor	HY1, NL5
GHP - CW 38	Golders Hill Park / Hill Garden, Pergola, Kitchen Garden / Heath Extension Filming	Manage filming events on the Heath to ensure that there is no long-term damage to the landscape and minimise disruption to visitors, neighbours and local communities.	All Year	Site Supervisor	P8

Golders Hill Park - Projects

Ref	Location	Details of Proposed Work: Apr 2018 - Mar 2019	Timing of work	Who is Responsible	Link to 2007 Mgmt Plan
GHP - PR 1	Golders Hill Park Zoo & Queen's Park Farm	Continue to explore transformational management of the zoo in accordance with Zoo Licensing Act 1981. Work towards producing a collection plan for the zoo. Refer to Divisional Plan for 2018/19.	All Year	Zoo & Farm Team Leader	B14, Div Plan
GHP - PR 2	Golders Hill Park / Heath Extension / Pergola / Sponsored Benches	Embed updated bench survey information and database into routine annual work programme and projects plan. Implement annual bench maintenance schedule with a target of 15 renewals to address benches reaching end of life. Liaise with Support Services for contacting of sponsors.	November 2018 to March 2019	Site Supervisor	B8
GHP - PR 3	GHP Compost and recycling area	Feasibility Study into relocation of composting and recycling area to within the staff yard.	Mar-18	Site Supervisor	

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Waste Recycling - Cyclical Works

Ref	Location	Details of Proposed Work: Apr 2018 - Mar 2019	Timing of work	Who is Responsible	Link to 2007 Mgmt Plan
WR - CW 1	Hampstead Heath	General waste collection using Trilo unit or Ford Ranger Pickup	Daily	Conservation Supervisor	P3
WR - CW 2	Hampstead Heath	Dog waste collection	Twice weekly	Conservation Supervisor	P3
WR - CW 3	Hampstead Heath	Lodges waste collection service	Weekly	Conservation Supervisor	P3
WR - CW 4	Queen's Park	Periodic miscellaneous collections	When required	Conservation Supervisor	P3
WR - CW 5	Highgate Wood	Dog waste collection service	Weekly	Conservation Supervisor	P3
WR - CW 6	Highgate Wood	Recyclables collection service	Weekly	Conservation Supervisor	P3
WR - CW 7	Highgate Wood	Bulky items collection service	Monthly	Conservation Supervisor	P3
WR - CW 8	Keat's House	Recyclables collection service	Weekly	Conservation Supervisor	P3
WR - CW 9	Keat's House	Bulky items collection service	Weekly	Conservation Supervisor	P3

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Waste Recycling Projects

Ref	Location	Details of Proposed Work: Apr 2018 - Mar 2019	Timing of work	Who is Responsible	Link to 2007 Mgmt Plan
W&R - PR 1	Waste and Recycling Review	To scope waste and recycling review. Three work strand have been identified:- (1) public awareness campaign, (2) operational improvements and (3) cost savings.	2018/19	JM/RP	P3

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Operational Services - Cyclical Works

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Ref	Location	Details of Proposed Work: Apr 2018 - Mar 2019	Timing of work	Who is Responsible	Link to 2007 Mgmt Plan
OS - CW 1	Equipment maintenance	Ensure non-vehicular powered equipment is maintained to manufacturers' standards, commensurate with use. Ensuring an annual service of all items. Repair equipment based on priority and seasonality.	On-going	Fleet and Equipment Maintenance Operative	
OS - CW 2	Equipment maintenance	Procure replacement machinery in accordance with the Plant, Fleet and Equipment Plan.	On-going	Fleet and Equipment Maintenance Operative	
OS - CW 3	Fleet maintenance	Service and maintain fleet in adherence to manufacturers' standards and in accordance with the Corporate Transport Policy. Ensure MOTs and Tax are up to date.	Six monthly	Fleet and Stores Operative	
OS - CW 4	Fleet maintenance	Liaise with Insurance team to report accidental damage and progress claims and repairs.	As required	Operational Services Supervisor	
OS - CW 5	Stores	Ensure sufficient stores are held to support daily operation of the Division.	On-going	Fleet and Stores Operative	S1 A1
OS - CW 6	Stores	Ensure sufficient stocks of fuel are held for daily operation of fleet and equipment.	On-Going	Operational Services	S1 A1
OS - CW 7	Stores	Maintain fuel store and delivery equipment incl test and calibrate pumps.	Mar/April	Operational Services	S1 A1
OS - CW 8	Stores	Perform annual stocktake in March/April and forward report to the finance section.	Mar/April	Operational Services	S1 A1
OS - CW 9	Utilising IT and Technical resources	Liaise with IS for technical maintenance and provision of services across the Division, supporting local staff when required.	On-going	Operational Services Supervisor	B1
OS - CW 10	Utilising IT and Technical resources	Lead on provision of IS infrastructure on Heath Extension.	On-going	Operational Services Supervisor	B1
OS - CW 11	Utilising IT and Technical resources	Lead on collection and collation of visitor counts across the Division, including maintenance of equipment.	On-going	Operational Services Supervisor	P2
OS - CW 12	Events	Provide events technical and logistic support, temporary structures, lighting, moving display trailers and toilet blocks.	Per events diary	Operational Services Team	A1
OS - CW 13	Events	Store, maintain, install, & remove Christmas tree lighting at three locations across the Division.	Dec & Jan	Maintenance Team	H1
OS - CW 14	H&S	Lead on review and update of Risk Assessment for the Division.	July	Operational Services Supervisor	A1 A6

Operational Services - Cyclical Works

Ref	Location	Details of Proposed Work: Apr 2018 - Mar 2019	Timing of work	Who is Responsible	Link to 2007 Mgmt Plan
OS - CW 15	H&S	Represent Division on Open Spaces H&S Improvement Group	Quarterly	Operational Services Supervisor	A1
OS - CW 16	H&S	Act as Secretary for the Divisional H&S Working Group. Organising, and taking minutes of meetings.	Quarterly	Operational Services Supervisor	A1
OS - CW 17	H&S	Represent the Division on the Departmental H&S Sub Group	Monthly	Operational Services Supervisor	A1
OS - CW 18	H&S	Organise Divisional H&S peer audits	Apr - Sep	Operational Services Supervisor	A1
OS - CW 19	H&S	Validate H&S audits of other Divisions of the Open Spaces Department	Oct	Operational Services Supervisor	A1
OS - CW 20	H&S	Collate accident reports and support Supervisors and Managers with reporting and investigation.	On-going	Operational Services Supervisor	A1
OS - CW 21	H&S	Liaise with Insurance Team to investigate and provide evidence relating to third party claims	On-going	Operational Services Supervisor	A1
OS - CW 22	H&S	Provide Events H&S support by reviewing RAMS and local procedures	On-going	Operational Services Supervisor	A1
OS - CW 23	Built Environment	Liaise with PFM / APFM / PSD to support BRM provision across the Division.	On-going	Fleet and Stores Operative	B1
OS - CW 24	Built Environment	Manage the Divisional permit to work system.	On-going	Operational Services Supervisor	A1 B1
OS - CW 25	Built Environment	Liaise with Surveyors operational team and contractors for delivering projects.	On-going	Operational Services Supervisor	B1 B7
OS - CW 26	Built Environment	Review Corporate Work Plan.	Jan-Apr	Operational Services Supervisor	B1 B7
OS - CW 27	Built Environment	Maintain headline built asset issues log for Division	On-going	Operational Services Supervisor	B1 B7

Operational Services - Cyclical Works

Ref	Location	Details of Proposed Work: Apr 2018 - Mar 2019	Timing of work	Who is Responsible	Link to 2007 Mgmt Plan
OS - CW 28	Built Environment	Represent Division on BRM client group	On-going	Operational Services Supervisor	B1 B7
OS - CW 29	Built Environment	Emergency local response, and BRM "out of scope" maintenance and improvements.	On-going	Operational Services Supervisor	B1 B7

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Operational Services - Projects

Ref	Location	Details of Proposed Work: Jan 2018- Mar 2019	Timing of work	Who is Responsible	Link to 2007 Mgmt Plan
OS - PR 1	Built Assets	Assist in completion of Asset Management Plan	Apr-18	Maintenance Team	B1 A1
OS - PR 2	Built Assets	Refurbish Childrens Farm at Queens Park	2018	Maintenance Team	H3 HY4 D1
OS - PR 3	Built Assets	Alter changing areas at Mens Pond and Mixed Pond	2018	Maintenance Team	B1 P3 D1
OS - PR 4	Built Assets	Install bicycle racks at East Heath & Queens Park	2018 / 19	Maintenance Team	B2 B5 B6 A6 - Divisional Plan 1.12
OS - PR 5	Fleet & Equipment	Replace diesel road going fleet (16 vehicles) - Electric/hybrid where possible. Operational requirement to retain a limited number of Euro 6 diesel vehicles due to towing requirements and off road capability.	Jun-18	Maintenance Team	B1
OS - PR 6	Built Assets	Ensure replacement pedestrian powered equipment is electric where possible and in line with current investment.	Jun-18	Maintenance Team	B1
OS - PR 7	Sustainability	Support energy efficiency projects, and lead on implementation when funding is in place, including conversion of lighting to LEDs, and provision of photo electric power generation.	2018 /19	OSS	A6 B1

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Swimming - Cyclical Works

Ref	Location	Details of Proposed Work: Apr 2018 - Mar 2019	Timing of work	Who is Responsible	Link to 2007 Mgmt Plan
SW - CW 1	Lido terraces North / South / Pool Surrounds	Maintain terraces and paddling pool clean and weed free (priority will be given to non chemical control methods). Maintain plants on poolside terraces.	All year	Swimming Facilities Supervisor	S1, S2, S7
SW - CW 2	Lido / Plant / Swimming Pool	Maintain Lido Plant in relation to the Management of Health and Safety at Work Regulations and manufactures guidance (filters clean and reduce risk of bacterial contamination). Swimming Pool maintenance: Cleaning of stainless steel liner and edges / vacuum pool bottom / clean grills and overflow channels / Chloride procured.	All year	Swimming Facilities Supervisor	S1, S2, S7
SW - CW 3	Lido Facilities	Provide clean, well-maintained facilities to customers and sports clubs all year round. Facilities to be routinely cleaned and inspected on a regular basis. Ensure daily cleaning of toilets and regular checks. Replenish toilet rolls and soap on an hourly basis during peak times.	All year	Swimming Facilities Supervisor	S1, S2, S7
SW - CW 4	Lido Facility Public Toilets	Arrange for two deep cleans.	April/ September	Swimming Facilities Supervisor	B4
SW - CW 5	Lido Sauna	Ensure daily cleaning of sauna and regular checks to the facility.	Weekly	Swimming Facilities Supervisor	S1, S2, S7
SW - CW 6	Lido Facilities	To refurbish the facility in September applying water resistant rendering, maintaining electrics, dealing with minor repairs.	September to October 2018	City Surveyors Dept.	
SW - CW 7	Lido Facilities	Manage sauna season ticket administration and daily ticket sales through cash collection process.	Daily	Swimming Facilities Supervisor	
SW - CW 8	Lido Facility Staffing	Ensure a full complement of staff that reflects NOPs and EAPs. Staff will interface with the public and be on call to undertake lifesaving rescues, hand out information, collect fees, and answer queries. Assist the Hampstead Heath Constabulary with emergency situations. On Trigger Events when customers increase, Lifeguard duties will be prioritised to manage the water and to undertake lifesaving rescues. Support staff across the Division will be called upon to assist when and where needed.	Daily	Swimming Facilities Supervisor / Heath Duty Managers and Supervisors	A1
SW - CW 9	Lido Events	Assist the Leisure and Events Manager with Duathlon, GIAG, cross country events and leisure complementary activities.	As per bookings	Leisure and Events Manager	D6
SW - CW 10	Lido/PH Paddling Pools	Maintain paddling pools at Parliament Hill and the Lido to include weekly plant inspection and chemical control. Daily facility inspection and cleaning. To ensure at the Parliament Hill paddling pool a full complement of trained staff that reflects NOPs and EAPs.	May to September	Swimming Facilities Supervisor	S1, S2, S7

Swimming - Cyclical Works

Ref	Location	Details of Proposed Work: Apr 2018 - Mar 2019	Timing of work	Who is Responsible	Link to 2007 Mgmt Plan
SW - CW 11	Water Safety Policy	Annual external safety audit inspections procured. To be carried out by Independent Inspectors with any recommendations actioned in the time specified.	May-18	Swimming Facilities Supervisor	S1, S2, S7
SW - CW 12	Lido/Ponds Filming	Manage filming events on water sites around the Heath to ensure that there is no long-term damage to the landscape, minimise risk and minimise disruption to local communities.	All year	Swimming Facilities Supervisor	P8
SW - CW 13	Lido user group liaison	Liaise with PHLUG on issues affecting Lido users and attend quarterly meetings.	Quarterly	Swimming Facilities Supervisor	
SW - CW 14	Men's Pond Compound	Maintain Men's Pond compound which will include weeding, deep cleaning and minor repairs. Priority will be given to non-chemical control methods hoeing of weeds / mould etc. Inspect and maintain facility. All areas to be litter picked daily. Litter bins to be emptied daily. Liaise with User Groups, Lifebuoys, USA and Men's Pond Association.	Throughout the year / quarterly at swim forums	Team Leader Swimming Facilities Supervisor / Leisure and Events Manager	S1, S2, S7
SW - CW 15	Men's Pond	Complete Health and Safety audit recommendations for the facility.	Mid-September to Early October 2018	Team Leader Swimming Facilities Supervisor	S1, S2, S7
SW - CW 16	Ladies Pond Facility	Maintain Ladies Pond facility which will include, deep cleaning and minor repairs. Priority will be given to non-chemical control methods hoeing of weeds / mould etc. Inspect and maintain facility liaise with user groups, KLPA.	Throughout the year	Team Leader Swimming Facilities Supervisor	NL4, NL6
SW - CW 17		Complete Health and Safety audit recommendations for facility.	Mid-Sep to early Oct Daily	Team Leader Swimming Facilities Supervisor	
SW - CW 18	Ladies Pond enclosure Woodland / Meadows	Pruning management of blackthorn, hawthorn, Rosa, buckthorn plantings along boundary to ladies Pond enclosure - outside of bird nesting season. Management of existing natural grass areas to encourage flora and fauna and extend the natural aspects of the Heath. To be managed with Conservation Team to ensure high standards of Management. Grass to be cut and maintained on upper and lower meadows during Spring/Summer months.	On-going	Conservation Team / Team leader / Swimming Facilities Supervisor	
SW - CW 19	Mixed Pond compound	Maintain Mixed Pond compound, which will include, deep cleaning and minor repairs. Priority will be given to non-chemical control methods hoeing of weeds/mould etc. Inspect and maintain facility and liaise with user groups, Mixed Pond Association.	Throughout summer season	Team Leader Swimming Facilities Supervisor	S1, S2, S7

Swimming - Cyclical Works

Ref	Location	Details of Proposed Work: Apr 2018 - Mar 2019	Timing of work	Who is Responsible	Link to 2007 Mgmt Plan
SW - CW 20	Mixed Pond compound	All areas within compound to be litter picked daily. Litter bins to be emptied daily.	Daily	Team Leader Swimming Facilities Supervisor	S1, S2, S7
SW - CW 21	Mixed Pond compound	Complete Health and Safety audit recommendations for facility	Mid-Sep to early Oct 2018	Team Leader Swimming Facilities Supervisor	S1, S2, S7
SW - CW 22	Men's, Ladies Facility Routine Lifeguarding	Ensure a full complement of staff, that reflects NOPs and EAPs, which will be maintained by Lifeguard staff during opening hours throughout the year. Staff will interface with the public and be on call to affect Lifesaving rescues, hand out information, encourage payment, and answer queries. Assist the Hampstead Heath Constabulary with emergency situation, for example lost children, vulnerable people, maintain law and order situations such as assaults, abuse and crowd control both inside and outside the facilities. However, on Trigger Events when customer numbers increase, Lifeguard duties will be prioritised to manage the water and effect Lifesaving rescues. Staff across the Division will be called upon to assist.	Throughout year	Team Leader Swimming Facilities Supervisor	S1, S2, S7
SW - CW 23	Mixed Pond facility Routine Lifeguarding	This is a summer only facility and needs to ensure a seasonal compliment of staff that reflects NOPs and EAPs. This will be maintained by Lifeguard staff during opening hours throughout the summer season by a full time Lifeguarding complement plus an experienced casual workforce. Staff will interface with the public and be on call to affect Lifesaving rescues hand out information, encourage payment and answer queries. Assist the Hampstead Heath Constabulary with an emergency situation, for example lost children, vulnerable people, maintain law and order situations such as assaults, abuse and crowd control both inside and outside the facility. However on Trigger Events when customer numbers increase Lifeguard duties will be prioritised to manage the water and effect Lifesaving rescues. Staff across the Division will be called upon to assist.	May – Sep 2017	Team Leader Swimming Facilities Supervisor	S1, S2, S7, S8
SW - CW 24	Ponds Events	Assist the Leisure and Events Manager with Duathlon, GIAG, Cross country events and any leisure complementary activities.	Throughout year	Team Leader Swimming Facilities Supervisor	S1
SW - CW 25	Annual Water inspection	Annual external safety audit inspections procured. To be carried out by Independent Inspectors, with any recommendations actioned in the time specified.	May-17	Swimming Facilities Supervisor	S1, S2, S7
SW - CW 26	Ladies', Men's and Mixed Ponds: Signage / Litter bins	Signage / litter bins /compounds will be checked on a daily basis and repairs carried out as and when required.	All year	Team Leader	P3

Swimming - Cyclical Works

Ref	Location	Details of Proposed Work: Apr 2018 - Mar 2019	Timing of work	Who is Responsible	Link to 2007 Mgmt Plan
SW - CW 27	Hampstead Heath	All other water safety signs and rescue equipment across NLOS should be checked and maintained by Ranger staff.	Daily	Swimming Facilities Supervisor / Ranger Supervisors	B8
SW - CW 28	Ladies, Men's and Mixed Pond Gates Fences and barriers - Temporary & Permanent	Check and maintain gates and entrances / fence lines, repairing and/or replacing. Temporary fencing/barriers to be placed proximal to the hazard and in such a way as to minimise disruption to users. All temporary fencing is to have signage to explain reasons for erection and time scale for removal; this is to be placed at time of erection and checked by Ranger staff to ensure compliance.	Daily	Team Leader Swimming Facilities Supervisor / Ranger Supervisors	B8
SW - CW 29	Heath Hands, Volunteers at the Ponds	Provide a programme for Heath Hand volunteers for the horticulture projects and works undertaken at the Ladies' Pond area.	All year	Team Leader Swimming Facilities Supervisor	A8
SW - CW 30	Filming at the Ponds	Manage filming events on water sites around the Heath to ensure that there is no long-term damage to the landscape, minimise risk and minimise disruption to local communities.	All year	Team Leader Swimming Facilities Supervisor	P8

Swimming - Projects

Ref	Location	Details of Proposed Work: Apr 2018 - Mar 2019	Timing of work	Who is Responsible	Link to 2007 Mgmt Plan
SW - PR 1	Lido Terraces	Re-instatement of individual terraces working with Contractors. Cementing damaged terrace areas.	March - May 2018	City Surveyor Dept. in liaison with SFS	S1 S2 S7
SW - PR 2	Lido/Ponds	Maintenance of pumps and filters.	Tri-annually	City Surveyors Dept.	NY1, NL5
SW - PR 3	Lido Summer Forward Plan	Review Lido improvement plan procure a new barrier system to improve crowd control at the Lido on busy summer days. Review and procure Contract/Agency Stewards to help with information sharing and crowd control.	February to May 2018	SFS / LEM	D1
SW - PR 4	Ponds / Lido / Paddling Pool donations boxes	Procure an improved set of donation boxes for the swim facilities, paddling pool and office [Diary] to assist visitors wishing to make donations.	January to May 2018	SFS / LEM	D1
SW - PR 5	Lido fountain refurbishment	Repair and decorate fountain at Lido.	April/May 2018	SFS	
SW - PR 6	Lido leak detection	Review Independent leak specialist leak info. to carry out tests and further investigations to determine source of leak at Lido. Provide report and detailed action plan in order to solve problem.	On-going	City Surveyors Dept.	
SW - PR 7	Procure new splash pump aerators for use at Ladies' Pond	Procure two new pump aerators to help with better water quality and stop ice forming during winter.	April/May 2018	SFS	
SW - PR 8	Men's Pond	Project to design and consult on access improvements and cycle parking at the Men's Pond. To include relocating the payment machines and installing an accessible changing cubicle.	Jun-18	Operations Manager	

Swimming - Projects

Ref	Location	Details of Proposed Work: Apr 2018 - Mar 2019	Timing of work	Who is Responsible	Link to 2007 Mgmt Plan
SW - PR 9	Lido	To install roof mounted solar panels onto the existing roof at the Parliament Hill Lido	Apr-18	SFS / LEM	
SW - PR 10	Ladies' Pond	Liaise with the City Surveyors Dept. to address the outstanding issues relating to air extraction, durability of the disabled shower, durability of the outdoor showers, path drainage, lower deck standing water, supply of hot water, sealing of the internal shower tiles, making good in the plant room, ensuring disabled access to the outdoor showers.	Apr-18	SFS / LEM	
SW - PR 11	Ladies' Pond	City Surveyor to investigate the feasibility of providing an accessible shower/toilet facility.	Apr-18	SFS / LEM	
SW - PR 12	Mixed Pond	Repair doors on the outdoor changing cubicles.	Apr-18	SFS	

Communications - Cyclical Works

Ref	Location	Details of Proposed Work: Apr 2018 - Mar 2019	Timing of work	Who is Responsible	Link to 2007 Mgmt Plan
COM - CW 1	Filming Events	Manage filming Events on the Heath to ensure that there is no long-term damage to the landscape and minimise disruption to visitors and local communities.	On-going	Supervisor / Team Leader	B1
COM - CW 2	Division	Liaise with IS for technical maintenance and provision of services across the Division, supporting local staff when required.	On-going	Comms Officer	B1
COM - CW 3	Division	Lead on provision of social media – twitter, Facebook and Instagram. Set up and populate social media planner to schedule campaigns.	On-going	Comms Officer	B1
COM - CW 4	Division	Provide technical, logistic, marketing and communications support at events, to enable a thorough coverage of 2018/19 programme of events.	Per events diary	Comms Officer	A1
COM - CW 5	Hampstead Heath	Lead on review and update of the 2018 diary for Hampstead Heath, learning from the diary review 2017.	July	Comms Officer	A1 A6
COM - CW 6	Division	Represent Division on Communications Improvement Group.	Quarterly	Comms Officer	A1
COM - CW 7	Division	Act as secretary for the newly formed Divisional Leisure Filming and Communication Working Group. Organising and taking minutes of meetings.	Quarterly	Comms Officer	A1
COM - CW 8	Division	Represent the Division on the GIAG Working Group to be responsible for the marketing element of the event.	Monthly	Comms Officer	A1
COM - CW 9	Division	Lead on production of a staff e-newsletter "TeamTalk" for the Division.	From Dec and to be reviewed in April 2018	Comms Officer	A1
COM - CW 10	Division	Provide communication support to staff across the Division to enable them to develop communications plans for the proposed projects.	Throughout the year	Comms Officer	A1
COM - CW11	Division	Lead on the recruitment of maternity cover for the post of Engagement, Information and Communications	April	Leisure & Events Manager	A1

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Communcations - Projects

Ref	Location	Details of Proposed Work: Apr 2018 - Mar 2019	Timing of work	Who is Responsible	Link to 2007 Mgmt Plan
COM - PR 1	Communication Strategy	To develop a communications strategy for the Division.	2018	Leisure & Events Manager	
COM - PR 2	2018 Management Plan	Provide support to the engagement process for the 2018 Management Plan.	2018	Comms Officer	
COM - PR 3	Ponds Project	Keep public informed about restoration stage of Ponds project using e-newsletter, twitter and Facebook.	2018	Comms Officer	
COM - PR 4	Ponds Project	Review the feasibility of producing a pamphlet or brochure to record the Ponds Project.	2018	Comms Officer	
COM - PR 5	Signage	Replacement of the Heath's main signs (and maps) so that they meet the new identity. To be rolled out gradually starting with the D3 entrance signs.	Ongoing	Comms Officer	
COM - PR 6	Notices	Assist in creating clear and concise temporary notices for projects across the Heath.	Ongoing	Comms Officer	
COM - PR 7	Diary	Annual events diary - create, procure and fund raise.	Dec 2018- March 2019	Comms Officer	

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Constabulary - Cyclical Works

Ref	Location	Details of Proposed Work: Apr 2018 - Mar 2019	Timing of work	Who is Responsible	Link to 2007 Mgmt Plan
HHC - CW 1	Hampstead Heath	Targeted & intelligence led patrols in defined dog control areas across the Division	Daily	Sgt	
HHC - CW 2	Hampstead Heath	Promoting responsible dog ownership through engagement, education and enforcement throughout the Division	Daily	Sgt	
HHC - CW 3	Hampstead Heath	Targeted & intelligence led patrols in defined non cycle areas across the Division	Daily	Sgt	
HHC - CW 4	Hampstead Heath	Respond to cycling related incidents leading to 90% conviction rate for all cycling related prosecutions	Daily	Sgt	
HHC - CW 5	Hampstead Heath	Promoting responsible cycling across the Division	Daily	Sgt	
HHC - CW 6	Hampstead Heath	Targeted patrols in areas where high concentrations of school children and young adults will be assembled	Throughout the Year	Sgt	
HHC - CW 7	Hampstead Heath	Targeted engagement opportunities at youth events on Hampstead Heath	Throughout the Year	Sgt	
HHC - CW 8	Hampstead Heath	Targeted engagement opportunities at schools surrounding Hampstead Heath	Throughout the Year	Sgt	
HHC - CW 9	Hampstead Heath	Targeted patrols during periods where there will be high concentrations of visitors to the Lido and other bathing facilities	May - Sept	Sgt	
HHC - CW 10	Hampstead Heath	Reducing instances of serious crime through targeted patrols and tasking throughout the Division	Daily	Sgt	
HHC - CW 11	Hampstead Heath	Monitor the Lido Response Plan	May - Sept	Sgt	
HHC - CW 12	Hampstead Heath	Targeted patrols to reduce instances of anti-social behaviour, crime and litter throughout the Division	Daily	Sgt	
HHC - CW 13	Hampstead Heath	Supporting Outreach work throughout the Division	May - Oct	Sgt	

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Constabulary - Projects

Ref	Location	Details of Proposed Work: Apr 2018 - Mar 2019	Timing of work	Who is Responsible	Link to 2007 Mgmt Plan
HHC - PR 1	Division	Introduction of Body Worn and Vehicle cameras	April 2018 to August 2019	Sgts	
HHC - PR 2	Division	Installation of rising bollards	April 2018 to August 2019	Constabulary Manager	
HHC - PR 3	Division	Prepare for the introduction of the Open Spaces Bill and its impact on the enforcement of Byelaws	April 2018 to August 2019	Sgts	
HHC - PR 4	Division	Review radio communications across the Division, carry out scoping exercise considering changes in technology and capital costs	April 2018 to March 2019	Sgts	
HHC - PR 5	Division	Scope the introduction of a remote reporting module / tablet which will allow Constabulary Officers to record incidents and occurrences whilst away from a fixed office	April 2018 to March 2019	Sgts	

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Support Services - Cyclical

Ref	Location	Details of Proposed Work: Apr 2018 - Mar 2019	Timing of work	Who is Responsible	Link to 2007 Mgmt Plan
SS - CW 1	Division	To provide support to the Superintendant, Management Team and Division with respect to Finance.	On-going	Business Manager	
SS - CW 2	Division	To provide support to the Superintendant, Management Team and Division with respect to Human Resource Management.	On-going	Business Manager	
SS - CW 3	Division	To provide support to the Superintendant, Management Team and Division with respect to Governance and Committee reporting.	On-going	Business Manager	
SS - CW 4	Division	To provide support to the Superintendant, Management Team and Division with respect to strategic issues.	On-going	Business Manager	

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Support Services - Projects

Ref	Location	Details of Proposed Work: Apr 2018 - Mar 2019	Timing of work	Who is Responsible	Link to 2007 Mgmt Plan
SS - PR 1	Dashboard	Roll out dashboard to display management information on a monthly basis.	Monthly	Business Manager	
SS - PR 2	Install till at the Information office	To install and programme a new till for the Information Office. Part of the Corporate roll out.	June	Business Manager	
SS - PR 3	Lodge Minor Improvements	Subject to Lodge Inspections 2018.	June	Business Manager	
SS - PR 4	Planning Monitoring	To monitoring planning applications on a month basis and prepare 8 Committee reports.	May	Business Manager	
SS - PR 5	Efficiency	Investigate feasibility of "Pay by Phone" only for the car parks.	September	Business Manager	

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Committees:	Dated:
Hampstead Heath Consultative Committee	29 January 2018
Subject: Policy for Bench Dedications and Sponsorships at Hampstead Heath	Public
Report of: Superintendent of Hampstead Heath	For Discussion
Report author: Lucy Gannon, Open Spaces Department	

Summary

The draft Policy for bench dedications and sponsorships sets out a clear framework for the management of benches at Hampstead Heath. The draft Policy is based on recommendations and principles that were presented to this Committee in March 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.

Following consultation with Members of the Hampstead Heath Consultative Committee a final policy will be submitted to the Hampstead Heath, Highgate Wood and Queen's Park Committee for approval.

Recommendation

It is recommended that:

- Members consider the draft Policy (see appendix 1) for bench dedications and sponsorships and provide comments and feedback.

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 the Hampstead Heath, Highgate Wood & Queen's Park 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 draft 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 draft 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 draft 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 draft 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 the Hampstead Heath, Highgate Wood & Queen's Park Committee May 2017.

Next Steps

11. Following consultation with Members a proposed policy will be submitted to the Hampstead Heath, Highgate Wood and Queen's Park Committee for approval 2018.

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

Financial Implications

13. 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 draft Policy sets out the structure for fees and charges associated with bench sponsorships.

Corporate Implications

14. The draft 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

15. The draft 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 – Draft Policy for Bench Dedications and Sponsorships at Hampstead Heath.

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Policy for Bench Dedications and Sponsorships at Hampstead Heath

Contents

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1 Introduction

This policy updates the current position on the dedication and sponsorship of benches on Hampstead Heath in light of a review of the existing 'memorial bench' scheme conducted throughout 2016 and 2017.

Hampstead Heath holds many positive associations with peace and tranquillity, connection with nature, cherished memories and enhanced health and wellbeing (Heath Community Vision survey July 2017). Provision of a high quality bench dedication and sponsorship service provides a unique opportunity for members of the public to commemorate loved ones or special occasions and to create a lasting connection with the Heath.

This policy aims to address:

- The increasing numbers of requests for bench dedications anticipated in the future in response to increased visitor engagement and connection to the Heath.
- The issue of aging bench furniture across the body of the Heath and as a means of covering costs of maintenance, replacement and upgrade of the Heath furniture on a sustainable basis.
- The administrative costs of delivering a high quality bench dedication service to enable it to become self-funding in the longer term.
- The longer term opportunity to raise donations towards the provision of visitor services more broadly in the future.

2 Background

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.

A gradual increase in demand for bench dedications over time led to the introduction of an informal cap on the total number of benches and their locations which remains in place today. This is consistent with the responsibility to preserve the 'natural aspect' of the Heath in accordance with the Hampstead Heath Act 1871 and with the policy to maintain the rural and wild aesthetic of the Heath.

This policy sets out a procedure for the effective management of existing bench stock and bench sponsorships across the Heath. In particular it sets out clear measures for addressing the renewal or re-dedication of existing benches sensitively and fairly.

3 Hampstead Heath Bench Dedication Service

A dedicated bench on Hampstead Heath is a popular way to commemorate a loved one or to celebrate a special occasion.

The bench dedication service offers sponsorship of a bench to commemorate people or occasions consistent with the charitable aims and rural aesthetic of Hampstead Heath and consistent with the principles and guidance set out in this policy.

The service aims to administer bench dedications fairly and transparently recognising that there is a limit to the number of benches available and that these have a limited lifespan.

Dedication of a bench will provide a sustainable and robust timber seat with an inscribed dedication routed into the timber of the seat back. The bench will be dedicated for ten years after which we will contact the sponsor to offer a possible extension (at further charge) prior to offering the bench to the applicants on the waiting list for re-dedication/replacement.

4 General Principles

Locations, number and style of benches

- 4.1 Maintain the current cap on the number and distribution of benches across the Heath and prepare and maintain a Schedule of Locations that sets out approved locations for benches. The Schedule of Locations may be updated annually to reflect annual work programmes and to incorporate any required modifications.
- 4.2 Apply a design standard to bench renewals and replacements to ensure benches are in keeping with the landscape characteristics and achieve a consistent standard. To this end, a schedule of appropriate bench styles will be developed, expanding on the current styles found across the Heath (and phasing out less desirable styles).

Sponsorships

- 4.3 Continue to implement a standard dedication period of ten years for all benches with an option for the registered sponsor to extend their sponsorship on a ten yearly cycle (at the published fee).
- 4.4 Benches will be sourced and purchased by The City of London and will comply with the bench style and standard set out in the Schedule of Locations.
- 4.5 The inscribed dedication will be produced and installed by the City of London. This must comply with the style guide and limits on the number of words in the inscription and will be subject to the approval of the Superintendent.

- 4.6 Benches dedicated in memory will require the agreement of the next of kin, personal representative and/ or executor.
- 4.7 Benches will be dedicated for a period of ten years during which the scheme allows for up to one replacement due to vandalism, theft or disrepair, beyond which we do not undertake to continue to replace the bench or accept liability. Standard maintenance for Heath furniture will be applied during this time.
- 4.8 Benches will be permitted in specified locations and any variations will require the approval of the Superintendent.
- 4.9 Where demand for benches cannot be met within the specified locations applicants may choose to go on a waiting list. It will be the responsibility of the applicant to keep us informed of change of contact details.

Waiting List

- 4.10 Continue to maintain a waiting list for bench dedications and to offer benches for re-dedication as they become available. Applicants on the waiting list will be consulted in order of priority according to length of time since registering their interest on the waiting list.
- 4.11 Benches not taken up by applicants on the waiting list may be offered to the wider public for sponsorship and re-dedication.
- 4.12 We will aim to reduce the waiting list for a bench dedication to a maximum of 50 applicants and to maintain it at or below this level in future. Timely review of the waiting list cap may occur as required in response to changing demand and at the discretion of the Superintendent.

Aging bench stock and dedications prior to 1996

- 4.13 The renewal and re-dedication of benches that are reaching the end of their life span will be prioritised. The majority of benches currently on the Heath are over 20 years old and are approaching the end of their serviceable life.
- 4.14 Due to the passage of time, current contact details for past sponsors are not held for the majority of these dedications. This is further complicated by the fact that the terms and duration of past agreements are not recorded. In many instances the duration of these historic agreements was unspecified, being generally perceived to remain for the serviceable life time of the bench.
- 4.15 It is important to note that sponsorship is given for a specific bench, not the location and is therefore linked to the period of the life span of a bench. For the purpose of clarity, for benches sponsored prior to 1996, this period is recognised as 20 years, as defined and communicated in 1997, by the then Superintendent.

4.16 Recognising the sensitive nature of the removal of benches that have been dedicated in the past, every effort will be made to respect the wishes of the original sponsors and to make contact.

4.17 To this end, the following protocol is proposed for the notification of bench renewals:

4.17.1 Commence notification 12 months prior to scheduled bench renewal.

4.17.2 Offer first right of refusal for re-dedication of the bench to registered sponsor (where sponsor records are current).

4.17.3 In the event that the sponsor records are not current, a notice will be placed on the bench for a minimum of 12 months prior to the scheduled bench renewal. In addition, where appropriate, the City of London will use its website, social media and work with the local newspapers to actively seek to contact sponsors.

4.17.4 In the event that a sponsored bench is removed due to damage or being beyond economic repair prior to the sponsorship being renewed or expiry of the full 12 month notice period, a replacement bench may be installed. However, re-dedication of the bench will not be initiated until the notice period has expired, to provide the opportunity for the original sponsor to make contact.

4.17.5 Retain timber slats bearing the inscribed dedication and store securely for 2 years in the event that a sponsor wishes to claim at a later date.

4.17.6 Should a sponsor make contact following the removal of the bench and wish to sponsor a new bench every effort will be made to accommodate their wishes.

5 Fees and Payment

5.1 Prices for benches will be determined annually in line with inflation and based on the overall cost of providing the service. Proposed pricing revisions will be discussed with the Hampstead Heath Consultative Committee and reported to the Hampstead Heath, Highgate Wood and Queen's Park Committee annually as part of the annual report on fees and charges.

5.2 The cost of the dedicated bench will include the purchase of the bench, slat engraving, installation costs, maintenance over ten years and cost of administration of the service. Also an 'insurance' of 25% towards possible repair or renewal during its lifespan to cover for the event of vandalism, theft or disrepair (see para 4.7).

5.3 Sponsors will have the option to make a donation to the overall upkeep of the Heath.

6 Implementation and Review

- 6.1 This policy will be reviewed in line with the Hampstead Heath Management Plan with a mid-term review scheduled in 2023 and a complete review to be undertaken after ten years. Supporting documents and plans will be reviewed as required within this time frame.
- 6.2 The Bench Dedication Service will be implemented through the Annual Work Programme which will set out service standards, targets and outcomes on an annual cycle.
- 6.3 The Schedule of Locations will be reviewed periodically (a ten year review period is recommended to align with review of the wider Management Plan for Hampstead Heath).
- 6.4 Revise the current guidance for dedicating a bench to ensure it aligns with the wider offer across Open Spaces Department as appropriate.

Committee(s)	Dated:
Hampstead Heath Consultative Committee - For Discussion	29 January 2018
Hampstead Heath, Highgate Wood, Queen's Park Committee - For Decision	21 February 2018
Subject: Review of Events Programme 2017 & Provisional 2018 Events Programme	Public
Report of Superintendent of Hampstead Heath	For Discussion/ Decision
Report author: Paul Maskell - Leisure and Events Manager	

Summary

The following report details the successes of the 2017 Hampstead Heath Events Programme, and sets out the provisional Events Programme for 2018.

Recommendation(s)

It is recommended that:

- Members note the success of the 2017 Hampstead Heath Events Programme in engaging with audiences, attracting new visitors to the Heath, and working with partners to provide a valuable service for the local community and beyond.
- Members of the Hampstead Heath Consultative Committee provide feedback on the proposed 2018 Events Programme (appendix 2).
- The Superintendent seeks the views of Members in relation to a proposed exclusion of performing animals for the 2018 events programme, as set out in para 18-20.
- The views of the Hampstead Heath Consultative Committee are conveyed to the Hampstead Heath, Highgate Wood and Queen's Park Committee at their February meeting.
- Members of the Hampstead Heath, Highgate Wood and Queen's Park Committee agree the proposed 2018 Events Programme.

Main Report

Background

1. Hampstead Heath has a long history of holding events. The 2017 Hampstead Heath Events Programme consisted of over 101 sports, well-being and cultural events and culminated with the Christmas Day swim at the Men's Pond.

Current Position

2. The proposed 2018 Events Programme is currently in draft form. The Leisure & Events Manager is seeking feedback from Members in relation to the events included in the proposed 2018 programme and the recommendations for circus performances.

Highlights of the 2017 Events Programme

The Affordable Art Fair (AAF)

3. 17,000 members of the public visited the fair between 11 – 14 May 2017. Visitor numbers were up 13% on 2016.

Highgate Harriers, Night of the 10,000m Personal Bests

4. The event held on 20 May 2017, received extensive national media coverage, and was enjoyed by around 7,000 spectators, including Lord Sebastian Coe, Marathon world record holder Paula Radcliff MBE, Ronnie Sullivan OBE and Olympic medallist Wendy Sly MBE. The event has gained international recognition and continues to demonstrate how a 'not for profit' volunteer initiative can gain greater grass root community commitment and support.

Give it a Go

5. The Give It A Go! Festival was held on 16 July 2017, in partnership with the London Borough of Camden and partners from around the Borough. The cricket enclosure at Parliament Hill provided a venue for the Mayhew dog show, and tasters were offered in the following sports: fencing, athletics, football, rugby, bowls, croquet, assault courses and T3 lawn table tennis and Lawn Tennis incorporating the great British Tennis weekend. It is estimated the event attracted over 8,000 people and positive media coverage in the local papers.

Summer Bandstand Concerts

6. The 2017 summer music programme at the Parliament Hill and Golders Hill Park bandstands included 34 band performances from June until August. The Friday night concerts at Parliament Hill have been a particular success and are fast becoming a cornerstone of the local cultural calendar.

One Man and his Dog

7. The Heath was host to the BBC Countryfile *One Man and His Dog* 2017 edition which was filmed on Saturday 2 September and broadcast on Sunday 24 September. The whole show was dedicated to The Heath and consolidated figures show 4.91 million watching the programme nationally: more than one in four of all people who were watching TV on that Sunday night. More chose to watch *One Man and His Dog* that night than Top Gear (BBC Two) or Victoria (ITV). The Heath provided a fantastic location with the skyline of London as the backdrop and a great piece of publicity for the Heath.

19th Hampstead Heath Duathlon

8. Held on Sunday 3 September 295 people took part in the 19th Hampstead Heath Duathlon on 3 September 2017. The event is managed in partnership with Hampstead Rugby Club and ParkRun and offers an opportunity for

participants to run across the Heath and swim in each of the Heath's swimming facilities.

London Youth Games

9. Held on 18 November 2017, the London Youth Games attracted over 1,400 entries. Jon Hughes, Chief Executive Officer of the London Youth Games said: *"What an incredible way to start the 2018 London Youth Games season with school children from every London Borough coming together. Our thanks go out to the City of London, the South of England Athletic Association and our dedicated team of volunteers for their continued support in making this event such a great success."*

Circus

10. Moscow State Circus held a very successful series of shows, featuring acrobatics music and clowns, in a circus tent on East Heath between 27 September – 1 October. The Leisure & Events Manager is seeking Members views in relation to licencing a circus for the 2018 season. Please see paragraph 18-20 for further information.

Weddings & Civil Ceremonies

11. A total of 18 ceremonies took place during 2017. Eight ceremonies took place at the Hill Garden, seven at the Rotunda, and three at the Belvedere. Feedback from clients and guests is extremely positive. It is clear that the high quality of service provided remains critical to the continued success of the venue.

Proposed 2018 Events Programme

12. The Leisure & Events Manager is seeking feedback from Members in relation to the proposed draft 2018 programme (see Appendix 2). Key matters for consideration include the development of a 'sister' event to complement the Affordable Art Fair in 2019, licence arrangements for circus performances, a proposal for a themed sports programme of events during this summer, response to a proposal for a Shire Horses demonstration and development of the Events Policy for Hampstead Heath in the context of the Opens Spaces Bill.
13. After discussion with the Hampstead Heath Sports Forum it has been suggested that the Events Programme use themes to target different groups to attend sporting events. This year we are proposing a week-long series of events in June that will enhance our programme of activities for women of all ages. The Leisure & Events Manager proposed to run this programme with partners including Highgate Harriers, British Military Fitness and the Hampstead Rugby Football Club, alongside the national campaigns, 'This Girl Can', and #BehindEveryGreatCity, which celebrates London's role in the women's suffragette movement and the introduction of the vote for women 100 years ago. It is proposed that the week's events could include Rugby, Athletics, Fitness, Volunteering and Tennis and would take place in the week commencing 10 June 2018.
14. On 19 May 2018 the Night of the 10,000m Personal Bests will return. The event will again be a celebration of endurance track racing, with multiple races,

children's relays and culminate in the hosting of the European Cup, bringing over 30 world class European and Olympic athletes to the track. In addition, the races will include the British Championships and Team Great Britain Trials for the European Championships (Berlin). The event will be filmed and will have a global reach via web streaming.

AAF

15. Following the improved results for the event itself and the streamlined build due to being brought forward in the calendar; it is proposed that the AAF continue to be held in May, with the event taking place from the 10 – 13 May 2018. Plans for a secondary event to take place on the Lower Fairground site from 2019 are still being developed with an update expected next year. This event would be in place of Grow London, which was discontinued in 2016 by the organisers.

Traditional Fairs

16. The Leisure & Events Manager is currently in talks with the Showman's Guild regarding the Easter Fair. It is proposed that the Fair will open on Good Friday (30 March 2018) and close on Easter Monday (2 April 2018). The traditional Fairs will also continue over the Whitsun and August Bank Holidays.
17. The long term viability of the Fairs is a matter of concern to both the City and the Showman's Guild, with a number of plots left vacant as attendance declines. The Leisure & Events Manager continues to work closely with the Showman's Guild to ensure the Fairs are well attended, licenced and managed to provide a safe and enjoyable experience for all Heath visitors.

Circus

18. As has previously been noted in this report, there was a positive public response to the Moscow State Circus in 2017. The Moscow State Circus does not feature performing animals and was invited to the Heath in lieu of Zippos Circus, who elected to take a year away from the Heath to explore a new venture.
19. At the November 2016 meeting of this Committee, Members felt that that a policy should be developed against which applications could be considered. It was not felt that circuses containing exotic animals would be supported. Officers noted that the licence held with Zippo's circuses did not permit anything other than domestic animals, and it was recommended that the matter of performing animals be considered within the Events Policy.
20. An Events Policy for Hampstead Heath, which is currently in preparation, is being developed in accordance with the Open Spaces Events Policy which states that events which include animals falling within the schedule of "Kinds of Dangerous Wild Animals" in the Dangerous Wild Animals Act 1976 (Modification) (No.2) Order 2007 or its replacement will be refused. The draft Hampstead Heath Site Specific Events Policy will be presented to this Committee in April for consideration.

21. The Chairman and Deputy Chairman, in consultation with City of London Officers, seek the views of Members of the Consultative Committee with a view of inviting a circus to Hampstead Heath in 2018, that does not include performing animals (domestic or exotic), pending the development of the Hampstead Heath Events Policy (currently in preparation). This recommendation goes one stage further than the Departmental Draft Events Policy which states that events which include exotic animals will be refused.

Shire Horses

22. Following the discussion with the Hampstead Heath Consultative Committee in October 2017, it is proposed that a pair of Shire Horses visit the Heath following the National Cross Country Championships to commence the restoration works by pulling a set of chain harrows across sections of the course. This will operate as a trial to evaluate the costs, impact and benefits of Shire Horses working on the Heath.
23. Subject to securing additional funding, the Leisure & Events Manager will explore opportunities to involve Shire Horses in the Give it a Go Day and at the Heritage Day which will include the annual Conker Championships on 1 October.

Weddings & Civil Ceremonies

24. There are currently ten Ceremonies scheduled for 2018 and a number of viewings are booked. Learning from an incident in the autumn the booking form will need to be updated to reflect the Division's Extreme Weather Protocol.

City of London Corporation Open Spaces Bill

25. The City of London Corporation Open Spaces Bill includes provision for managing events on Open Spaces. Consultation has begun with the introduction of an Advisory Group made up of HHCC Members to look at a draft site specific policy. This group will advise the Leisure and Events Manager on matters relating to effective events management at Hampstead Heath, including recommendations for events featuring performing animals, both exotic and domestic. It is our intention to bring a draft site specific event policy to the Consultative Committee in April 2018.

Publicity & Reputational Risks

26. The Events Programme has generated a great deal of positive media coverage, including several London-wide TV and radio pieces, reports in both the Camden New Journal and Ham & High newspapers, and a special interview for our conker championships on the Saturday morning Jo Good and Simon Lederman show on Radio London. As previously mentioned, the Heath received some excellent national publicity through Countryfile's One Man and His Dog.
27. All the events available to the public were advertised in the popular Hampstead Heath Diary, with 35,000 copies being printed and distributed. In 2017 the

public were consulted on how we might better advertise the events and the format of the diary in coming years. The results are shown in appendix 3.

28. The use of animals within a Circus performance may attract negative media coverage.

Corporate & Strategic Implications

29. The Events Programme directly supports the Open Spaces Business Plan 2016-19 vision and objectives through 'The preservation of our open spaces for the recreation and enjoyment of the public' and to 'Improve the health and well-being of community through access to green space and recreation.' It also fulfils Aim 4: to 'Promote opportunities to value and enjoy the outdoors for recreation, learning and healthy living' and contributes to the Improvement Objective 4: 'Market our services and provide events and opportunities to learn for all within our communities.'

Financial Implications

30. The costs of providing the events programme will be met from the Superintendents Local Risk Budget. Where additional costs are incurred in support of the programme, either as a result of staffing or equipment hire, the majority of the cost is passed onto the event organiser via the licence agreement, or through seeking external grants and sponsorship.

Conclusion

31. The 2017 programme has been very successful, once again showcasing Hampstead Heath and the City of London in a positive light. The wide range of events attracts people to the Heath and promotes health and well-being, as well as fostering culture and art. We are always keen to improve and adapt our events and feel this can be done most effectively by incorporating lessons from past experiences and consulting with our Committees and Heath users. The programme for 2018 will deliver a number of tried and tested events as well as promoting a week-long series of events specifically for women.

Appendices

- Appendix 1: Summary of 2017 Events Programme
- Appendix 2: Provisional draft 2018 Events Programme
- Appendix 3: Feedback on Diary

Contact

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2017 HAMPSTEAD HEATH EVENTS PROGRAMME

Total 107,831

No	Day	Date	Month	Time	Event	Place	No of people
1	Sat	21	January	10am-11am	Phish-Outdoor Swimming Race	Lido	200
2	Sat	28	January	11am	Southern Counties Cross Country Championship	Parliament Hill	3300
3	Sun	18	February	12noon-2pm	North West League Youth Cross Country- LON Heathside AC	Heath Extension	277
4	Sun	5	March	12pm-2pm	Highgate Harriers - Quadkids	Athletics Track	100
5	Fri	24	March	12pm-2pm	Highgate Harriers - Quadkids	Athletics Track	120
6	Fri	14	April	12pm-9.30pm	Easter Fair	East Heath	10000
7	Sat	15	April	12pm-9.30pm	Easter Fair	East Heath	
8	Sat	15	April	12pm-6pm	Highgate Harriers- Southern Athlets Senior League (SAL)	Athletics Track	100
9	Sun	16	April	12pm-7pm	Easter Fair	East Heath	
10	Mon	17	April	12pm-9.30pm	Easter Fair	East Heath	
11	Wed	26	April	11am-4pm	Camden Secondary Schools Cross Country	PH Athletics Track	350
12	Thu	27	April	3pm-6pm	Camden Schools Mini Tennis Tournament	Parliament Hill tennis courts	24
13	Mon	1	May	11am	World Laughter Day celebration	Parliament Hill bandstand	30
14	Sun	7	May	12pm-2pm	Highgate Harriers - Quadkids	Athletics Track	50
15	Tue	9	May	3pm-6pm	CSSA Football Tournaments	Parliament Hill football pitches	60
16	Wed	10	May	5.30pm-9.30pm	Affordable Art Fair	East Heath	17000
17	Thu	11	May	11am-5.30pm-9.30pm	Affordable Art Fair	East Heath	
18	Fri	12	May	11am-6pm	Affordable Art Fair	East Heath	
19	Sat	13	May	11am-6pm	Affordable Art Fair	East Heath	
20	Sun	14	May	11am-6pm	Affordable Art Fair	East Heath	
21	Wed	10	May	3pm-6pm	CSSA Football Tournaments	Parliament Hill football pitches	60
22	Sun	14	May	12pm-3pm	Great Hampstead Bark Off	Parliament Hill bandstand	900
23	Tues	16	May	3pm-6pm	CSSA Football Tournaments	Parliament Hill football pitches	60
24	Sat	20	May	10am-10pm	Night of the 10,000m PBs	Athletics Track	7500
25	Sun	21	May	9am-2pm	Hampstead 4 Heart	East Heath	1800
26		21	May	10am-12.30pm	King Alfred School - Ecco Walk "Bees for Development"	Kenwood-Highgate ponds	60
27		21	May	9am-11.30am	Garden Suburb Junior School PTA Funrun	Extension	40
28	Tue	23	May	9am-12noon	Camden Secondary Schools Athletics Championships	PH Athletics Track	350
29	Sat	27	May	12pm-9.30pm	Whitsun Bank Holiday Fair	East Heath	7000
30	Sun	28	May	12pm-7pm	Whitsun Bank Holiday Fair	East Heath	
31	Mon	29	May	12pm-9.30pm	Whitsun Bank Holiday Fair	East Heath	
32	Sun	4	June	12pm-2pm	Highgate Harriers - Quadkids	Athletics Track	100
33	Sun	4	June	3pm-5pm	Band - London Metropolitan Brass band	Parliament Hill bandstand	300
34	Sun	4	June	3pm-5pm	North London Brass: City Brass band	Golders Hill bandstand	400
35	Sun	11	June	8am-1pm	Cancerkin Hampstead Heath Walk 2017	Parliament Hill	250
36	Sun	11	June	3pm	Band - Ash Walker	Parliament Hill bandstand	900
37	Sun	11	June	3pm	Band - The Retro Brothers	Golders Hill bandstand	300
38	Sun	18	June	1pm-5pm	Highgate Harriers - Middlesex Young Athlets league (MYAL)	Athletics Track	300
39	Sun	18	June	3pm	Band - Laura Matthews & The Flakes	Parliament Hill bandstand	600
40	Sun	18	June	3pm	Band - Sundance	Golders Hill bandstand	500
41	Tue	20	June	10am-3.30pm	CSSA Outdoor Athletics	Athletics Track	300
42	Fri	23	June	7pm	Band - John Etheridge & Vimala Rowe	Parliament Hill bandstand	900
43	Sun	25	June	10.30am-5pm	South End Green Festival	South End Green	5000
44	Sun	25	June	3pm	Band - Young Music Makers	Parliament Hill bandstand	700
45	Sun	25	June	3pm	Band - Morrigan	Golders Hill bandstand	400
46	Sun	25	June	11am-5pm	Hampstead Summer Festival Art Fair Day	Whitstone Pond	2000

2017 HAMPSTEAD HEATH EVENTS PROGRAMME

No	Day	Date	Month	Time	Event	Place	No of people
47	We	28	June	9am-4pm	Islington Primary Schools Athletics	PH Athletics Track	350
48	Thu	29	June	7pm	Band - John Etheridge's Sweet Chorus	Golders Hill Park café	110
49	fri	30	June	9am-4pm	CSSA Quad kids	Athletics Track	300
50	Fri	30	June	7pm	Band - Dig It Sound System	Parliament Hill bandstand	1300
51	Sat	1	July	12noon-4.30pm	Animal Aid Sponsored Walk	Parliament Hill	25
52	Sun	2	July	3pm	Band - Xavier College Wind band/ Chico- Chica	Parliament Hill bandstand	900
53	Sun	2	July	3pm	Band - The Aqueduct Ceilidh band	Golders Hill bandstand	400
54	Sun	2	July	4pm-6pm	Highgate Harriers - Quadkids	Athletics Track	100
55	Wed	5	July	10am-3pm	CSSA Rounder's Competiton	Rounders pitches	200
56	Thu	6	July	7pm	Band - Son Yambu	Golders Hill Park café	300
57	Fri	7	July	9.30am-10.45am	Gospel Oak school Brass Concert for Y5/Y6	Parliament Hill bandstand	20
58	Fri	7	July	7pm	Band - Valerio Lysander	Parliament Hill bandstand	200
59	Sat	8	July	12pm-6pm	Southern Athletics league	London Heathside	150
60	Sat	8	July	11am-2pm	Race for Life	East Heath	1250
61	Sun	16	July	11am-4pm	Hounds on the Heath	Opposite PH café	600
62	Sun	9	July	3pm	Band - Glyn Roberts memorial concert - Brizzler	Parliament Hill bandstand	1000
63	Sun	9	July	3pm	Band -Hendon music Centre - senior Concert band	Golders Hill bandstand	600
64	Fri	14	July	10.15am-11.30am	Gospel Oak school	Parliament Hill bandstand	60
65	Fri	14	July	7pm	Band - Johnny Ford & The Edsels	Parliament Hill bandstand	1200
66	Sat	1	July	12pm-4.30pm	Animal Aid Sponsored Walk	Parliament Hill	25
67	Sun	16	July	1.00pm-5.30pm	GIAG Festival	Parliament Hill	8000
68	Sun	23	July	10am-6pm	Highgate harriers- Youth Development League- Upper Age	Athletics Track	150
69	Sun	23	July	3pm	Band - Green Chain Quartet	Parliament Hill bandstand	400
70	Sun	23	July	3pm	Band - Snakes & Ladders	Golders Hill bandstand	85
71	Mon	24	July	9.30am-10.30am	Water Awareness Week	Lido	60
72	Tues	25	July	9.30am-10.30am	Water Awareness Week	Lido	
73	Wed	26	July	9.30am-10.30am	Water Awareness Week	Lido	
74	Thu	27	July	9.30am-10.30am	Water Awareness Week	Lido	
75	Fri	28	July	9.30am-10.30am	Water Awareness Week	Lido	
76	Sun	30	July	3pm	Band - Candice & The Crows	Parliament Hill bandstand	300
77	Sun	30	July	3pm	Band - Road Trip	Golders Hill bandstand	70
78	Sun	6	August	3pm	Band - Basil Hodge Quartet	Parliament Hill bandstand	400
79	Sun	6	August	3pm	Band - The Mags	Golders Hill bandstand	100
80	Sun	13	August	3pm	Band - Snakes & Ladders	Parliament Hill bandstand	400
81	Sun	13	August	3pm	Band - Oh-La-La!	Golders Hill bandstand	70
82	Sun	13	August	10am-6pm	Corporate Event-Chapel of Life	PH Athletics Track	110
83	Sat	19	August	12pm-6pm	Highgate Harriers- Southern Athlets Senior League (SAL)	Athletics Track	100
84	Sun	20	August	3pm	Band - Mad Dog Bites	Parliament Hill bandstand	250
85	Sun	20	August	3pm	Band - London Guy Symphonic Winds	Golders Hill bandstand	100
86	Sat	26	August	12pm-9.30pm	Summer Fair	East Heath	6000
87	Sun	27	August	12pm-7.00pm	Summer Fair	East Heath	
88	Mon	28	August	12pm-9.30pm	Summer Fair	East Heath	
89	Sun	27	August	3pm	Band - London Saxophone Choir	Parliament Hill bandstand	400
90	Sun	27	August	3pm	Band - Green Chain Quartet	Golders Hill bandstand	100
91	Mon	28	August	3pm	Band - Space cake Jazz band	Parliament Hill bandstand	300
92	Mon	28	August	3pm	Band - Harrow Concert band	Golders Hill bandstand	75
93	Sun	3	September	8am-2pm	19th Heath Duathlon	Lido/Parliament Hill	295
94	Sun	3	September	12pm-2pm	Highgate Harriers - Quadkids	Athletics Track	80
95	Wed	6	September	5pm-9pm	Highgate Harriers Open Meeting	Athletics Track	130
96	Sat	16	September	1.30pm-3.30pm	Pat Bagnal memorial Cross Country (Highgate school)	HH Extension	120

2017 HAMPSTEAD HEATH EVENTS PROGRAMME

<i>No</i>	<i>Day</i>	<i>Date</i>	<i>Month</i>	<i>Time</i>	<i>Event</i>	<i>Place</i>	<i>No of people</i>
97	Sat	16	September	10am	Jubilee Hall Trust Charity Run	Parliament Hill	300
98	Tue	26	September	10am-11.30am	The Mulbery House School Sponsored Charity Walk	Parliament Hill	90
99	Fri	29	September	10am-1pm	CSSA Cross Country	Parliament Hill	3000
100	Thu	27	September	(one show)	Moscow Circus	East Heath	8000
101	Fri	28	September	(two shows)	Moscow Circus	East Heath	
102	Sat	29	September	(two shows)	Moscow Circus	East Heath	
103	Sun	30	September	10am-1pm	Brookfield School family Fun Run	Parliament Hill	150
104	Sun	30	September	(two shows)	Moscow Circus	East Heath	
105	Mon	1	October	(two shows)	Moscow Circus	East Heath	
106	Sun	1	October	12pm-2pm	Highgate Harriers - Quadkids	Athletics Track	50
107	Sun	1	October	2.30pm-5pm	Hampstead Heath Conker Championship	Parliament Hill bandstand	250
108	Fri	6	October	12pm-3pm	CSSA Tag Rugby Competition	Ben Dorsett	120
109	Mon	9	October	2pm-4pm	William Ellis parents Association - 3k Sponsored Run		375
110	Wed	11	October	11.30-4pm	Civil Service Cross Country Championship	Parliament Hill	150
111	Fri	13	October	9am-4pm	Highgate School Foundation Sponsored Walk	Hampstead heath	1600
112	Sun	15	October	10am-12.30pm	The King Alfred School-BBC Countryfile Ramble	Kenwood-Parliament Hill	40
113	Wed	18	October	3pm-5pm	London Universities & Colleges (LUCA) Cross Country	Parliament Hill	350
114	Thu	19	October	8:25am-12.30pm	College Francais Bilingue London Cross Country	Parliament Hill	240
115	Sat	18	November	11am-1pm	London Youth Games and Greater London Cross Country Championships	Parliament Hill	3500
116	Thu	7	December	11am-2pm	The Fire Service Cross Country	Parliament Hill	100
117	Mon	25	December	11am	Christmas Swim	Men's Pond	

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PROPOSED 2018 HAMPSTEAD HEATH EVENTS PROGRAMME

No	Day	Date	Month	Time	Event	Place	No of people
1	Sat	20	January	10am - 11am	Phish-Outdoor Swimming Race	Lido	
2	Sat	24	February	11am	English National Cross Country Championship	Parliament Hill	
3	Sun	4	March	12noon - 2pm	Highgate Harriers - Quadkids	Athletics Track	
4	Fri	16	March	12noon - 4pm	Hereward House School Cross Country	Extension	
5	Fri	30	March	12noon - 9.30pm	Easter Fair	East Heath	
6	Sat	31	March	12noon - 9.30pm	Easter Fair	East Heath	
7	Sun	1	April	12noon - 7pm	Easter Fair	East Heath	
8	Mon	1	April	12noon - 9.30pm	Easter Fair	East Heath	
9	Wed	4	April	5pm - 9pm	Highgate Harriers Open Meeting	Athletics Track	
10	Sun	8	April	12noon - 2pm	Highgate Harriers - Quadkids	Athletics Track	
11	Sun	8	April	9am - 3.30pm	LOK Orienteering Event	East Heath	
12	Sat	21	April	10am - 6pm	Highgate Harriers - Middlesex Young Athletics League	Athletics Track	
13	Wed	25	April	11am - 4pm	Camden Secondary Schools Cross Country	PH Athletics Track	
14	Thu	26	April	3pm - 6pm	Camden Schools Mini Tennis Tournament	Parliament Hill tennis courts	
15	Tue	1	May	11am	World Laughter Day celebration	Parliament Hill bandstand	
16	Sun	6	May	12noon-2pm	Highgate Harriers - Quadkids	Athletics Track	
17	Tue	8	May	3pm - 6pm	CSSA Football Tournaments	Parliament Hill football pitches	
18	Wed	9	May	3pm - 6pm	CSSA Football Tournaments	Parliament Hill football pitches	
19	Wed	9	May	5.30pm-9.30pm	Affordable Art Fair	East Heath	
20	Thu	10	May	11am - 9.30pm	Affordable Art Fair	East Heath	
21	Fri	11	May	11am - 6pm	Affordable Art Fair	East Heath	
22	Sat	12	May	11am - 6pm	Affordable Art Fair	East Heath	
23	Sun	13	May	11am - 6pm	Affordable Art Fair	East Heath	
24	Sun	13	May	12pm - 3pm	Great Hampstead Bark Off	Parliament Hill bandstand	
25	Tues	15	May	3pm - 6pm	CSSA Football Tournaments	Parliament Hill football pitches	
26	Wed	16	May	9am - 4pm	Camden Secondary School Athletics championships	Athletics Track	
27	Sat	19	May	10am - 10pm	Night of the 10,000m PBs	Athletics Track	
28			May	9am - 2pm	Hampstead 4 Heart	East Heath	
29			May	10am - 12.30pm	King Alfred School - Ecco Walk "Bees for Development"	Kenwood-Highgate ponds	
30			May	9am - 11.30am	Garden Suburb Junior School PTA Funrun	Extension	
31	Sat	26	May	12pm - 9.30pm	Spring Bank Holiday Fair	East Heath	
32	Sun	27	May	12pm - 7pm	Spring Bank Holiday Fair	East Heath	
33	Mon	28	May	12pm - 9.30pm	Spring Bank Holiday Fair	East Heath	
34	Sun	3	June	12pm - 2pm	Highgate Harriers - Quadkids	Athletics Track	
35	Sun	3	June	3pm - 5pm	Band	Parliament Hill bandstand	
36	Sun	10	June	8am -1pm	Cancerkin Hampstead Heath Walk 2017	Parliament Hill	
37	Sun	10	June		"This Girl Can " week - TBA		
38	Sun	10	June	3pm - 5pm	Band	Parliament Hill bandstand	
39	Sun	10	June	3pm - 5pm	Band	Golders Hill bandstand	
40	Mon	11	June		"This Girl Can " week - Tennis coaching	Parliament Hill tennis courts	
41	Tue	12	June		"This Girl Can " week - volunteering	HH	
42	Wed	13	June		"This Girl Can " week - BMF	Parliament Hill	
43	Thu	14	June		"This Girl Can " week - Highgate Harriers	Athletics Track	
44	Fri	15	June		"This Girl Can " week - TBA		
45	Sat	16	June		"This Girl Can " week - Rugby coaching	Athletics Track	
46	Sun	17	June	3pm - 5pm	Band	Parliament Hill bandstand	
47	Tue	19	June	10am - 3.30pm	CSSA Outdoor Athletics	Athletics Track	
48	Sun	23	June	10am - 6pm	Highgate Harriers- Southern Athletics Senior League	Athletics Track	

PROPOSED 2018 HAMPSTEAD HEATH EVENTS PROGRAMME

No	Day	Date	Month	Time	Event	Place	No of people
49	Sun		June	10.30am - 5pm	South End Green Festival	South End Green	
50	Sat	23	June	12pm - 6pm	Southern Athletics league	London Heathside	
51	Sun	24	June	3pm - 5pm	Band	Parliament Hill bandstand	
52	Sun	24	June	3pm - 5pm	Band	Golders Hill bandstand	
53	Sun			11am - 5pm	Hampstead Summer Festival Art Fair Day	Whitestone Pond	
54	Thu	28	June	7pm - 9pm	Band	Golders Hill Park café	
55	Fri	29	June	9am - 4pm	CSSA Quad kids	Athletics Track	
56	Fri	29	June	7pm - 9pm	Band	Parliament Hill bandstand	
57	Sat			12noon - 4.30pm	Animal Aid Sponsored Walk	Parliament Hill	
58	Sun	1	July	3pm - 5pm	Band- Indian Bhangra music with Heath hands	Parliament Hill bandstand	
59	Sun	1	July	4pm - 6pm	Highgate Harriers - Quadkids	Athletics Track	
60	Wed	11	July	10am - 3pm	CSSA Rounder's Competition	Ph Rounder's pitches	
61	Fri	6	July	9.30am - 10.45am	Gospel Oak school Brass Concert for Y5/Y6	Parliament Hill bandstand	
62	Fri	6	July	7pm - 9pm	Band	Parliament Hill bandstand	
63	Sat	7	July	11am - 2pm	Race for Life	East Heath	
64	Sun		July	11am - 4pm	Hounds on the Heath	Opposite PH café	
65	Sun	8	July	3pm - 5pm	Band	Parliament Hill bandstand	
66	Sun	8	July	3pm-5pm	Band	Golders Hill bandstand	
67	Fri	13	July	9am-5pm	CSSA Athletes Inclusive	Athletics Track	
68	Fri	13	July	10.15am-11.30am	Gospel Oak school	Parliament Hill bandstand	
69	Fri	13	July	7pm - 9pm	Band	Parliament Hill bandstand	
70	Sat		July	12pm - 4.30pm	Animal Aid Sponsored Walk	Parliament Hill	
71	Sun	14	July	10am - 6pm	Highgate Harriers- Southern Athlets Senior League (SAL)	Athletics Track	
72	Sun	15	July	1.00pm - 5.30pm	GIAG Festival	Parliament Hill	
73	Sun	22	July	3pm - 5pm	Band	Parliament Hill bandstand	
74	Sun	22	July	3pm - 5pm	Band	Golders Hill bandstand	
75	Mon	23	July	9.30am - 10.30am	Water Awareness Week	Lido	
76	Tues	24	July	9.30am - 10.30am	Water Awareness Week	Lido	
77	Wed	25	July	9.30am - 10.30am	Water Awareness Week	Lido	
78	Thu	26	July	9.30am - 10.30am	Water Awareness Week	Lido	
79	Fri	27	July	9.30am - 10.30am	Water Awareness Week	Lido	
80	Sun	29	July	3pm - 5pm	Band	Parliament Hill bandstand	
81	Sun	5	August	3pm - 5pm	Band	Golders Hill bandstand	
82	Sun	5	August	3pm - 5pm	Band	Parliament Hill bandstand	
83	Sun	12	August	3pm - 5pm	Band	Parliament Hill bandstand	
84	Sun	19	August	3pm - 5pm	Band	Parliament Hill bandstand	
85	Sun	19	August	3pm - 5pm	Band	Golders Hill bandstand	
86	Sat	25	August	12noon - 9.30pm	Summer Bank Holiday Fair	East Heath	
87	Sun	26	August	12noon - 7pm	Summer Bank Holiday Fair	East Heath	
88	Sun	26	August	3pm - 5pm	Band	Parliament Hill bandstand	
89	Sun	26	August	3pm - 5pm	Band	Golders Hill bandstand	
90	Mon	27	August	12noon - 9.30pm	Summer Bank Holiday Fair	East Heath	
91	Sun	2	September	8am - 2pm	20th Heath Duathlon	Lido/Parliament Hill	
92	Sun	2	September	12noon - 2pm	Highgate Harriers - Quadkids	Athletics Track	
93	Wed	12	September	5pm - 9pm	Highgate Harriers Open Meeting	Athletics Track	
94	Sat	15	September	1.30pm - 3.30pm	Pat Bagnal memorial Cross Country (Highgate school)	HH Extension	
95	Sat	15	September	10am	Jubilee Hall Trust Charity Run	Parliament Hill	
96	Tue		September	10am - 11.30am	The Mulberry House School Sponsored Charity Walk	Parliament Hill	
97	Fri	28	September	10am - 1pm	CSSA Cross Country	Parliament Hill	
98	Sun	30	September	10am - 1pm	Brookfield School family Fun Run	Parliament Hill	

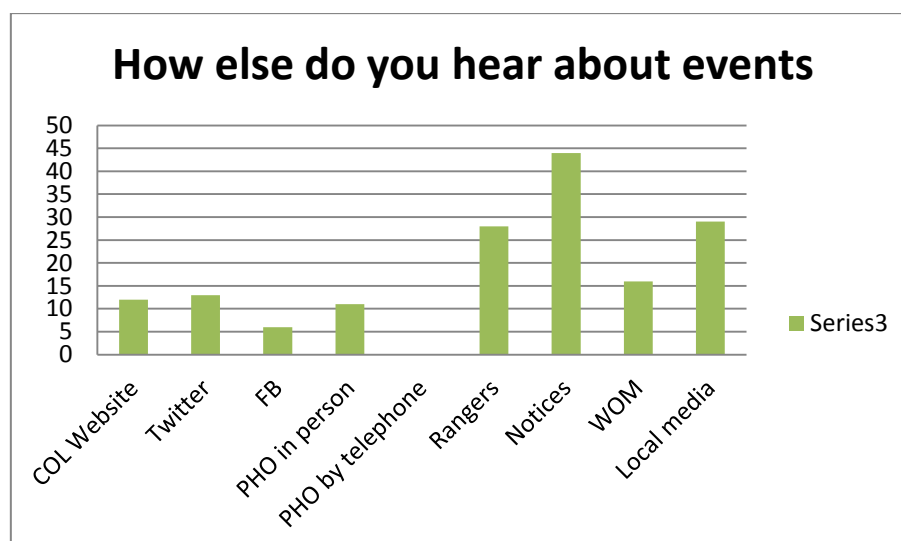
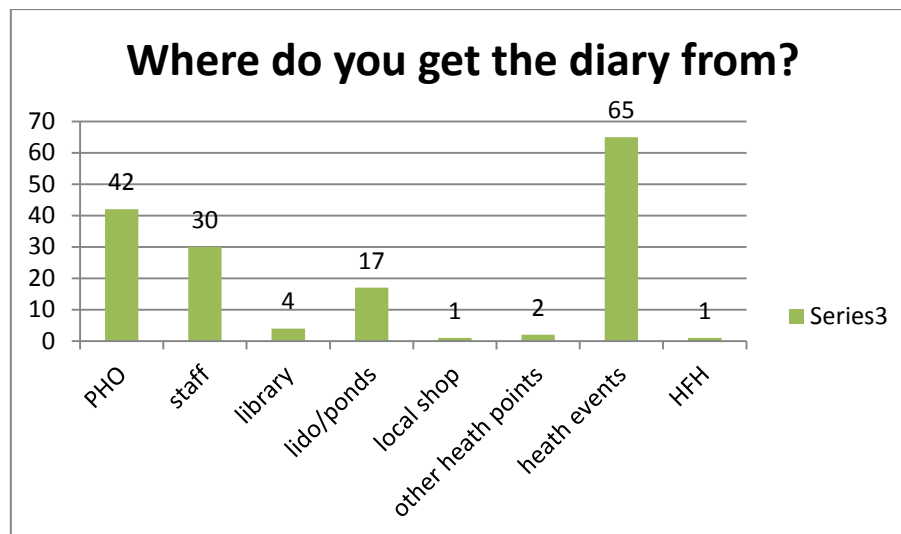
PROPOSED 2018 HAMPSTEAD HEATH EVENTS PROGRAMME

<i>No</i>	<i>Day</i>	<i>Date</i>	<i>Month</i>	<i>Time</i>	<i>Event</i>	<i>Place</i>	<i>No of people</i>
99	Thu				Circus	East Heath	
100	Fri				Circus	East Heath	
101	Sat				Circus	East Heath	
102	Sun				Circus	East Heath	
103	Mon				Circus	East Heath	
104	Sun	1	October	2.30pm - 5pm	Hampstead Heath Heritage Day & Conker Championship	Parliament Hill bandstand	
105	Sun	7	October	12noon - 2pm	Highgate Harriers - Quadkids	Athletics Track	
106	Mon	8	October	2pm -4pm	William Ellis School - 3k Sponsored Run	Parliament Hill	
107	Wed	10	October	11.30 - 4pm	Civil Service Cross Country Championship	Parliament Hill	
108	Fri	12	October	12pm - 3pm	CSSA Tag Rugby Competition	Ben Dorsett	
109	Fri	12	October	9am - 4pm	Highgate School Foundation Sponsored Walk	Hampstead heath	
110	Sun	14	October	10am - 12.30pm	The King Alfred School-BBC Countryfile Ramble	Kenwood-Parliament Hill	
111	Wed	17	October	3pm - 5pm	London Universities & Colleges (LUCA) Cross Country	Parliament Hill	
112	Thu	18	October	8:25am - 12.30pm	College Francais Bilingue London Cross Country	Parliament Hill	
113	Sat	17	November	11am - 1pm	London Youth Games and Greater London Cross Country Championships	Parliament Hill	
114	Thu	6	December	11am - 2pm	The Fire Service Cross Country	Parliament Hill	
115	Tue	25	December	11am	Christmas Swim	Men's Pond	

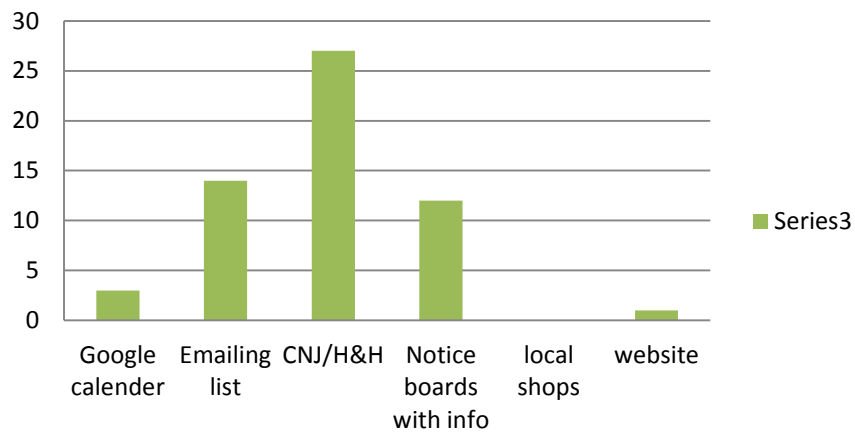
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Appendix 3 – Events Diary Consultation Results

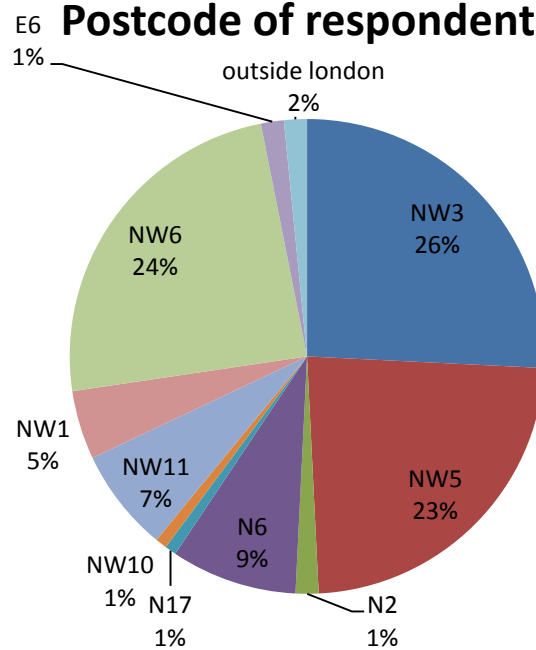
Results were gathered through an online survey and face to face consultation on Hampstead Heath.

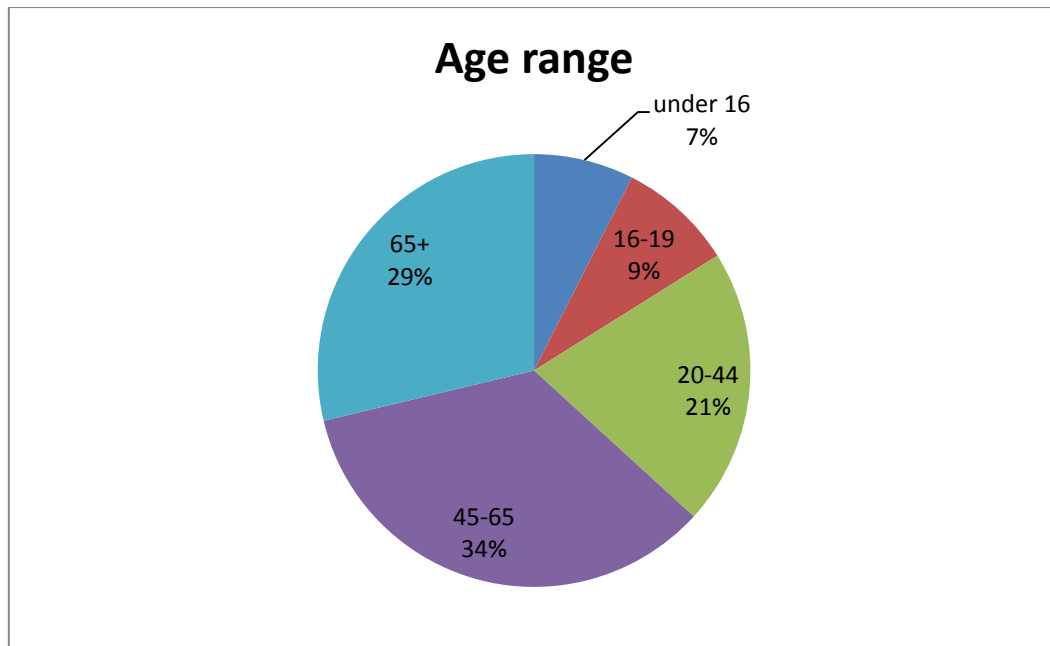


How would you like to hear about events (other than diary)



Postcode of respondents





How can you the diary be improved?

- More activities for toddlers
- Only suggestion would be to make it more available in Local Libraries and Café's
- Insure dates are accurate.
- I really missed the diary the year it wasn't printed.
- Please keep it free.
- I think it is fine as it is.
- I think it's great. I much prefer a hard copy version I can refer to easily and have one to hand. Not keen on reading info online.
- Engage locals more
- Clearer maps, less City of London propaganda trying to justify unpopular policies like the "Ponds Project"
- I know some years I've found it difficult to know who to contact for information e.g. about sale or return of the Calendar, or whether there'd be Dawn Chorus Walk last year
- or organisation of festivals with stalls (in past have taken part in some with Marylebone Birdwatching Society and Camden Fairtrade Network).
- I look forward to it every year, it's brilliantly laid out and I often use it for visitors. I particularly like to use it as a reminder for the bandstands.
- Be more visible and available in other places say in Daunt Books South End Green by the till point.
- Published online sooner
- A shorter publication supported with online maps, events information and explanations of the various facilities.
- Greater promotion of events at Keats House and Highgate Wood. Regular posting on twitter and Facebook. Posters on site at key locations e.g. Car parks and Parliament Hill.
- Organised by location
- Organised by event type
- Better layout

- Improve website events listing - more interactive, i.e. select for area or event type
- Get sponsorship to keep it free
- Better colours
- More nature pics of Heath
- Love the music events - more please
- Highlight the music events differently
- More live music
- More events

**Record membership with
237 volunteers involved**

Volunteering Highlights - 2017/18



**Highgate Wood:
weekly sessions full-
ly attended**



**Heath Extension: tools
purchased to allow extra
conservation sessions**

**Office: Project As-
sistant appointed**

**Social: summer barbecue at
Old Orchard Garden; Hive
Xmas party trips to Woodber-
ry Wetlands and Burnham
Beeches**



**Record average
monthly contri-
bution of 1156
hours**



**2018 Nature Cal-
endar produced in
partnership with
CoL and local
photographer**



**Kenwood Estate:
Head Gardener
appointed Trustee
of Heath Hands**



**Friends of Heath Hands
membership group
launches for those una-
ble to actively volunteer**

**GHP/Hill Garden: fare-
well to Supervisor, sup-
port CoL Garden Team
with London in Bloom**



**Conservation Team: extra
Summer sessions with
PVM, focus on H. balsalm,
meadows and gorse**



**Ecological Monitor-
ing: record 4 reptile
transects, hedgehog
and dragonfly pro-
jects supported**

**Phoenix Futures Recov-
ery through Nature ses-
sion continue across
Heath; participants com-
plete John Muir Award**

**Evening Lecture
programme
launches with
inaugural Bobby
de Joia Memorial
Lecture**



**Whitestone Garden: month-
ly sessions make significant
improvements to space**

**Governance: Chairman
farewell, new Chair ap-
pointed, CIO process com-
pleted; CoL partnership re-
view conducted, AGM held
at Keats House**



**2018: weekly open volunteer ses-
sions launched through Commu-
nity Heath at Hive; horticulture fo-
cus with therapy and social bene-
fits; summer evening conserva-
tion sessions**

**Community Heath project
launches with funding from
CoL and Tesco supporting
individuals and groups with
additional support needs**



**Learning sessions: wild-
flowers, tree ID, bird ID,
habitats, invertebrates,
Kenwood walk; winter
trees, geology**



**Keats House: joins Heath
division; regular garden
sessions continue**



**WaHH: over 6000 visi-
tors engaged since hand-
over from RSPB; new
supervisor appointed**



Fig 1. Membership roles (%); Total membership is 237

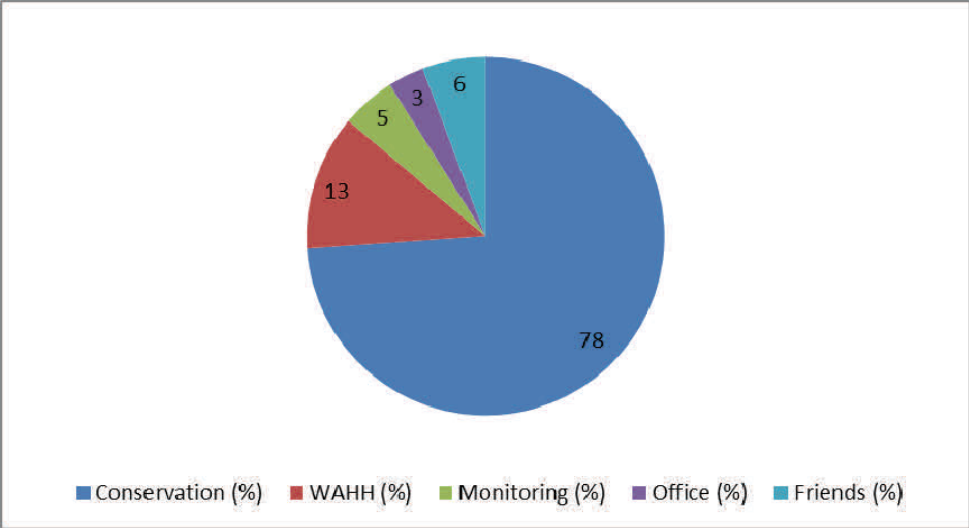


Fig 2. Membership Activity

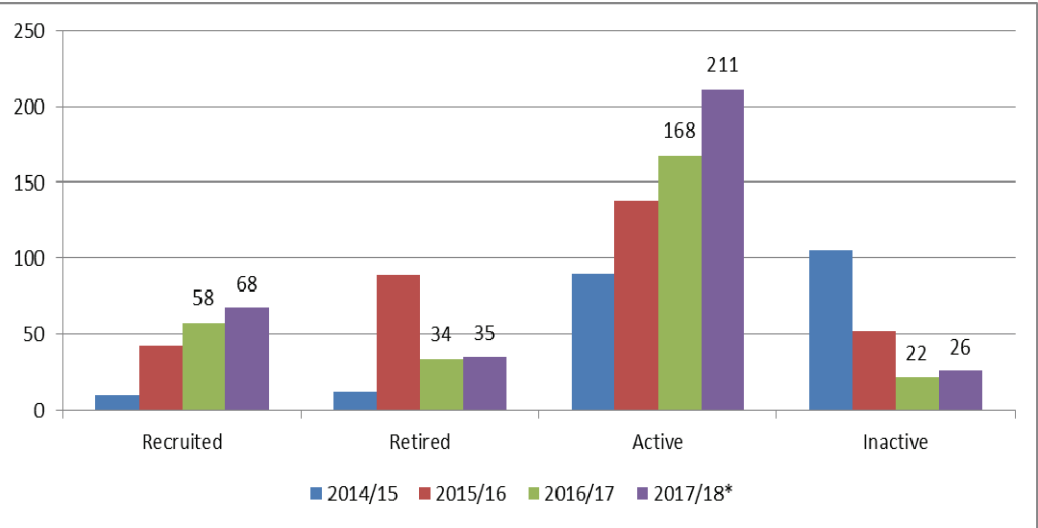


Fig 3. Volunteers from BAME (Black, Asian and minority ethnic communities) and White backgrounds (target 36% BAME)

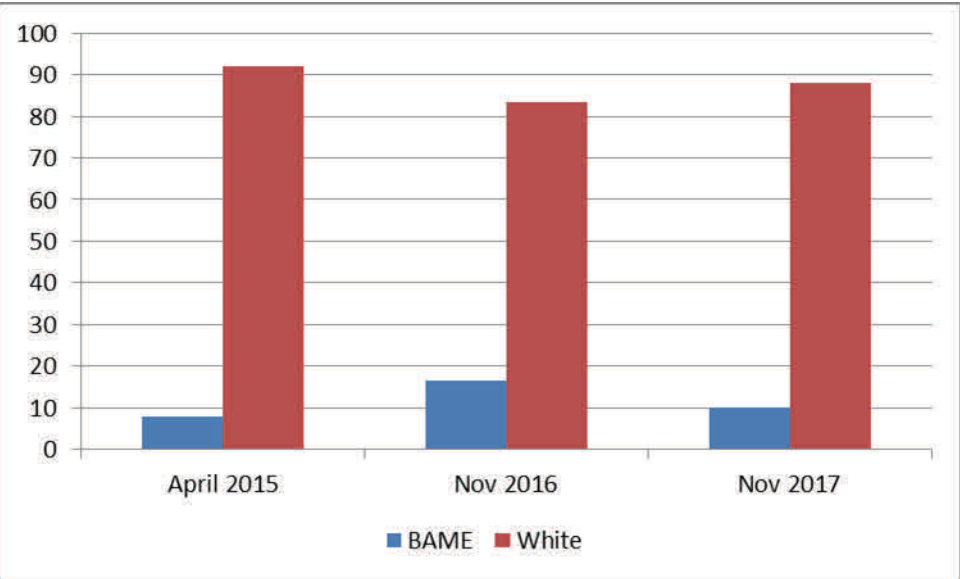


Fig 4. Age Structure of active members (%)

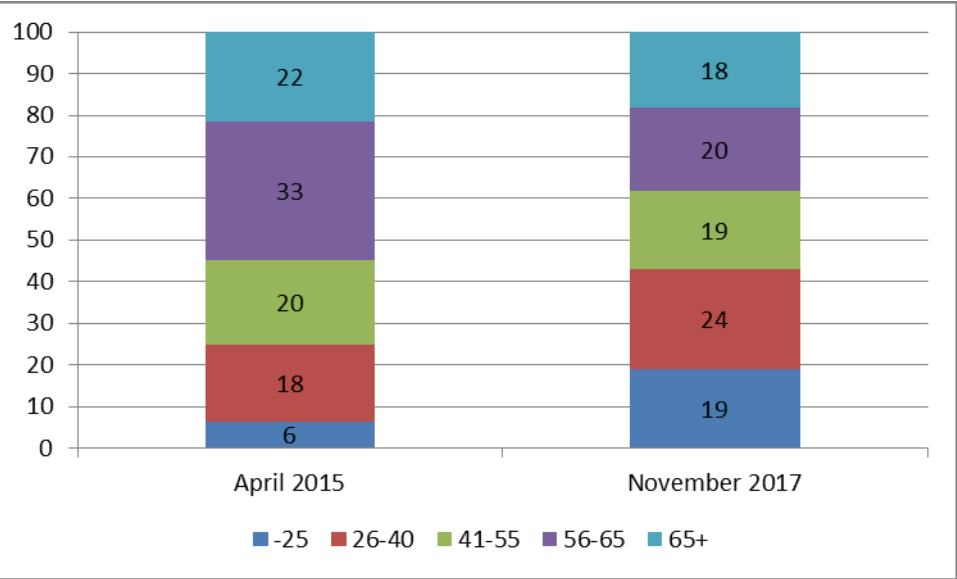


Fig 5. 2017/18 volunteer hours: 9,251 (blue, April-December)
2016/17 (red, 11,424), 2015/16 (green, 9,602), 2014/15 (purple, 6,607)

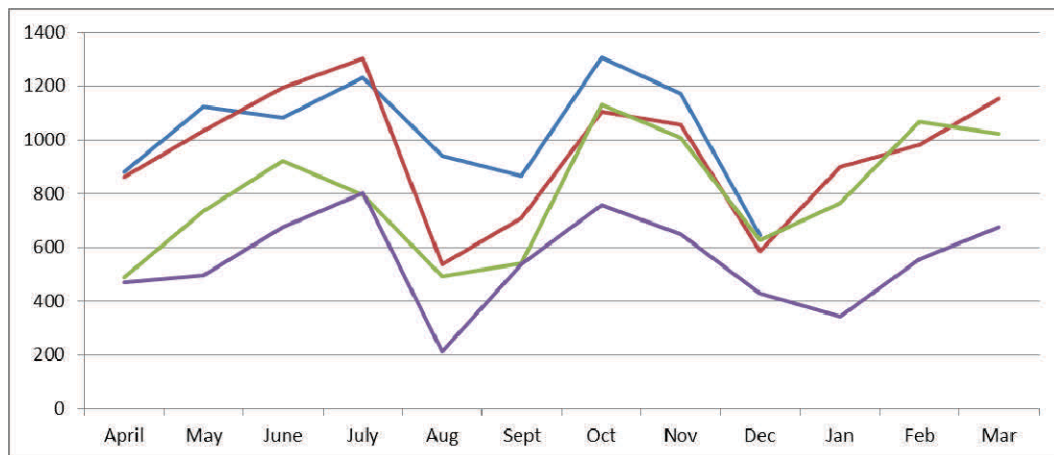


Fig 6. Volunteer sessions delivered: 392 (blue, April-December)
2016/17 (red, 488), 2015/16 (green, 308), 2014/15 (purple, 285)

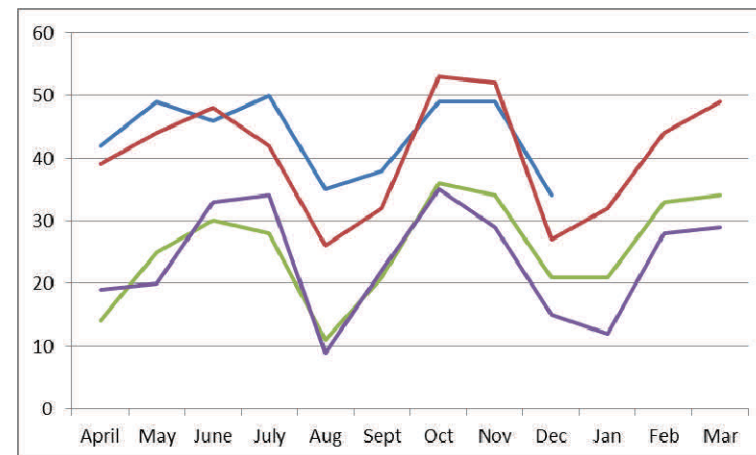


Fig 7. Distribution of Volunteer Activity (hours)

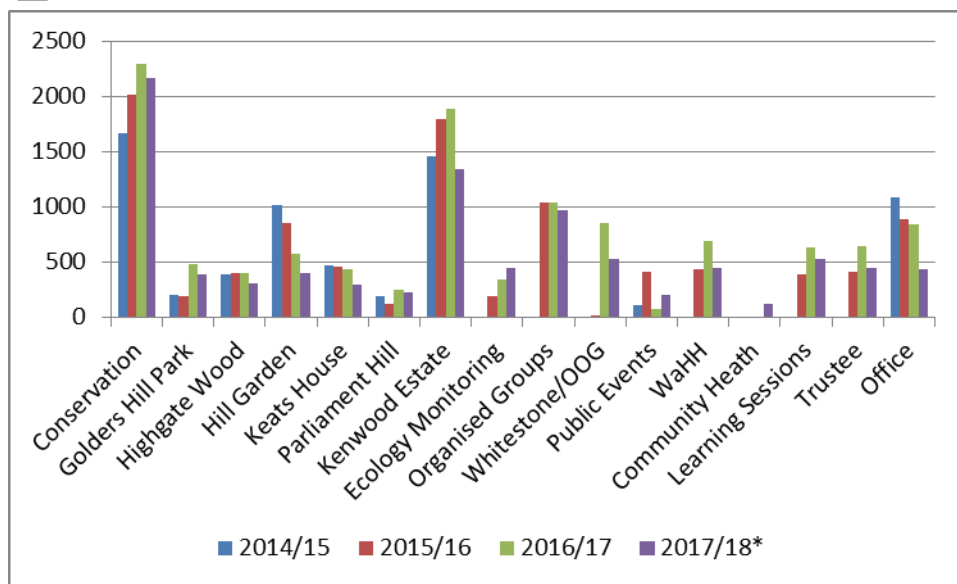


Fig 8. Community Heath: events and participants; target of 800 participants

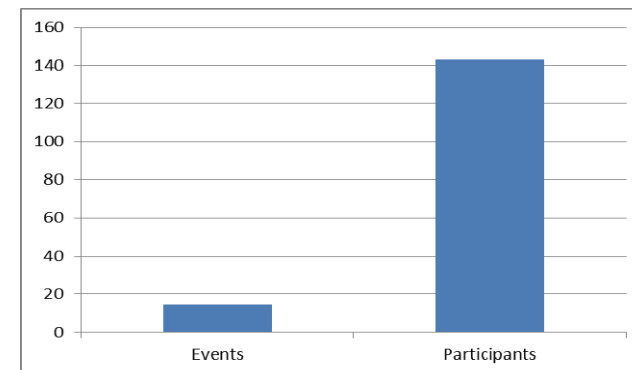
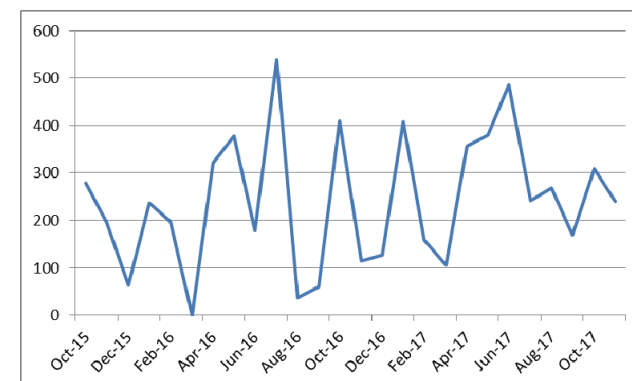
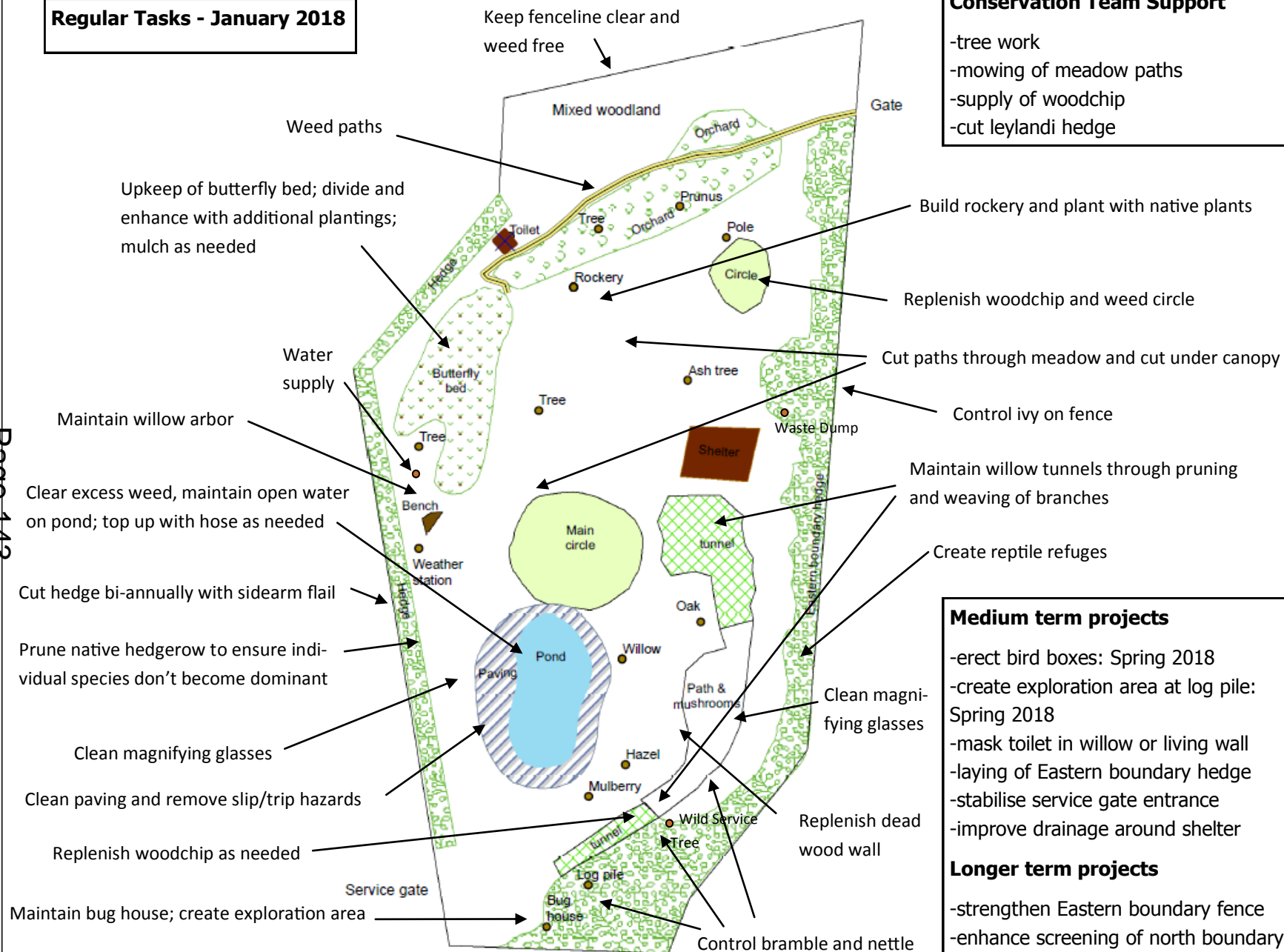


Fig 9. Visitors engaged on WaHH sessions: 6, 251



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Regular Tasks - January 2018



Conservation Team Support

- tree work
- mowing of meadow paths
- supply of woodchip
- cut leylandi hedge

Medium term projects

- erect bird boxes: Spring 2018
- create exploration area at log pile: Spring 2018
- mask toilet in willow or living wall
- laying of Eastern boundary hedge
- stabilise service gate entrance
- improve drainage around shelter

Longer term projects

- strengthen Eastern boundary fence
- enhance screening of north boundary



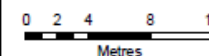
Old Orchard Garden

Management Plan

To maintain a varied and engaging teaching space



Date Created:
28 Mar 2017



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January 2018

Improve sign and entrance

Conservation Team Support

- tree work
- supply of mulch when required
- compost removal
- Ranger team rubbish/food waste removal

Top up path gravel

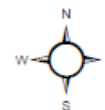
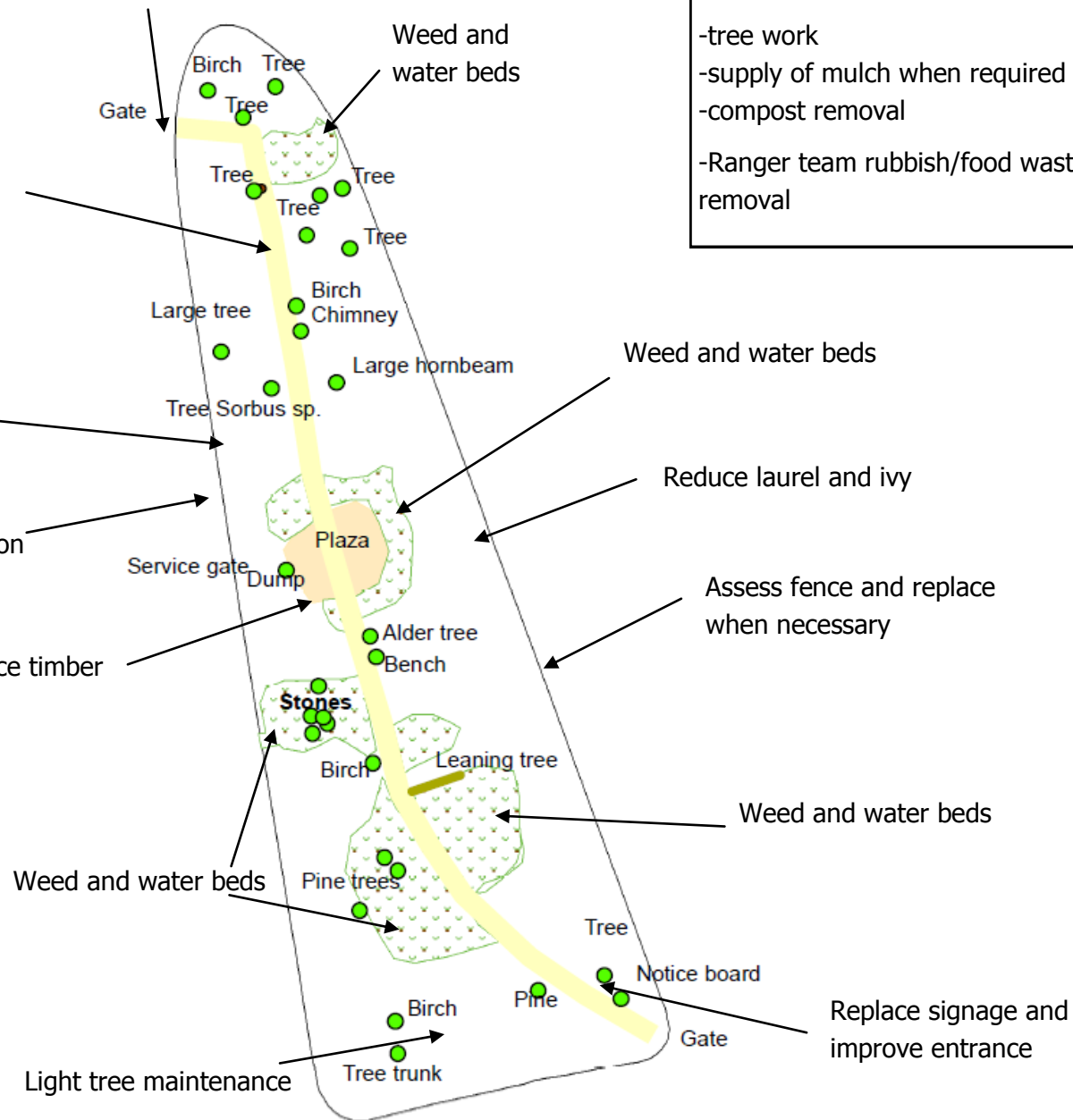
Reduce laurel

Assess and reduce rhododendron

Install four benches and replace timber

Medium term projects

- improve entrances
- woodland trail around SW corner to standing stones



Whitestone Garden

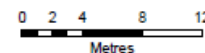
Management Plan

Maintaining a welcoming, wild nature garden for the public



Created by:
Meg Game

Date Created:
05 Apr 2017



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Update on Secondary Schools Programme 8 January 2018

Introduction

Since the ending of the original funding for the Ponds Project Education Programme (October 2017) we have been focused on utilising what we have learnt during the programme to aid the development of a secondary schools programme that is integrated into our main schools offer on Hampstead Heath. This will consist of sessions delivered to schools on Hampstead Heath, by the Education Rangers, and educational resources for teachers, presented on a new webpage.

Secondary Sessions

The sessions that we are currently in the process of developing and testing are:

- Fieldwork Skills: Plants (For Key stage 3 students age 11 to 14)
- Fieldwork: Plants (For Key stage 4 and 5 students age 14 to 18)
- Fieldwork Skills: Pond Heath (For Key stage 3 students age 11 to 14)
- Fieldwork: Pond Heath (For Key stage 4 and 5 students age 14 to 18)
- Fire lighting and shelter building session (as yet unnamed) (For Key stage 3 students age 11 to 14)
- Art and Nature session (as yet unnamed) (For Key stage 3 students age 11 to 14)

These will be available for teachers to book and pay for in the same way as Primary schools.

Secondary Resources

We are currently working with the web team to develop a webpage that will present teachers with a menu of activities that can be filtered depending upon their requirements (e.g. by age and subject). We are aiming for this page to go live in March 2018.

The content of this page will include a range of resources that teachers can use, either on Hampstead Heath or in their classrooms, to link students' learning to this amazing open space. Alongside some of the resources will be loan boxes that teachers can pay to borrow, contain equipment to aid activities. We will also advertise the education sessions on this page alongside the resources.

The resources on the webpage will include a series of career link videos, smaller curriculum linked activities like photo scavenger hunts, guidance on conducting fieldwork and engineering activities to be run in their own schools.

The aim of presenting our Secondary Programme in this way is to allow teachers more flexibility. They can their own visits to the Heath from the activities and sessions that we offer.

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