



Hampstead Heath Consultative Committee

Date: MONDAY, 9 JULY 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)
Mathew Frith (London Wildlife Trust)
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)
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: Leanne Murphy
leanne.murphy@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

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 16 April 2018.

For Decision
(Pages 1 - 12)

4. **ACTIONS SHEET**

Report of the Town Clerk.

For Information
(Pages 13 - 14)

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

To receive the public minutes of the Hampstead Heath, Highgate Wood, and Queen's Park Committee meeting held on 23 May 2018.

For Information
(Pages 15 - 24)

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

To receive the public minutes of the Hampstead Heath Sports Advisory Forum meeting held on 14 May 2018.

For Information
(Pages 25 - 28)

7. **SUPERINTENDENT'S UPDATE**

Report of the Superintendent of Hampstead Heath.

For Discussion
(Pages 29 - 32)

8. **CYCLICAL WORKS PROGRAMME BID 2019/20**

Report of the City Surveyor.

For Discussion
(Pages 33 - 48)

9. **HAMPSTEAD HEATH SITE SPECIFIC EVENTS POLICY PART TWO**

Report of the Superintendent of Hampstead Heath.

For Discussion
(Pages 49 - 88)

10. **REVIEW OF THE ANNUAL WORK PROGRAMME JANUARY 2017 TO MARCH 2018**
Report of the Superintendent of Hampstead Heath.

For Discussion
(Pages 89 - 100)
11. **HAMPSTEAD HEATH 2018 MANAGEMENT PLAN UPDATE**
Report of the Superintendent of Hampstead Heath (TO FOLLOW).

For Discussion
12. **HEATH HANDS UPDATE**
The Superintendent of Hampstead Heath to be heard.

For Information
(Pages 101 - 102)
13. **QUESTIONS**
14. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**
15. **EXCLUSION OF THE PUBLIC**
MOTION - That under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part I of Schedule 12A of the Local Government Act.
16. **MINUTES OF THE HAMPSTEAD HEATH, HIGHGATE WOOD AND QUEEN'S PARK COMMITTEE**
To receive the non-public minutes of the Hampstead Heath, Highgate Wood and Queen's Park Committee meeting held on 23 May 2018.

For Discussion
(Pages 103 - 106)
17. **NON-PUBLIC QUESTIONS RELATING TO THE WORK OF THE COMMITTEE**
18. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**
19. **DATE OF NEXT MEETING**
The date of the next meeting is 29 October 2018 at 7.00 pm.

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HAMPSTEAD HEATH CONSULTATIVE COMMITTEE **Monday, 16 April 2018**

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, 16 April 2018 at 7.00 pm

Present

Members:

Karina Dostalova (Chairman)
Anne Fairweather (Deputy Chairman)
Nick Bradfield (Dartmouth Park Conservation Area Advisory Committee)
John Etheridge (South End Green Association)
Mathew Frith (London Wildlife Trust)
Colin Gregory (Hampstead Garden Suburb Residents' Association)
Michael Hammerson (Highgate Society)
Ellen Solomons (Vale of Health Society)
Ellin Stein (Mansfield Conservation Area Advisory Committee & Neighbourhood Association Committee)
Richard Sumray (London Council for Recreation and Sport)
John Weston (Hampstead Conservation Area Advisory Committee)

Officers:

Bob Warnock	- Superintendent of Hampstead Heath
Jonathan Meares	- Highgate Wood, Conservation & Trees Manager
Declan Gallagher	- Operational Services Manager
Richard Gentry	- Constabulary and Queen's Park Manager
Lucy Gannon	- Projects Management & Support Officer
Yvette Hughes	- Business Manager, Hampstead Heath Division
Paul Maskell	- Leisure and Events Manager
Leanne Murphy	- Town Clerk's Department
Alistair MacLellan	- Town Clerk's Department
Carl Locsin	- Town Clerk's Department

1. APOLOGIES

Apologies were received from Susan Rose, Ray Booth Dr Gaye Henson, Steve Ripley, Simon Taylor and David Walton. Members noted that Rachel Mackenzie was attending in place of Cindy Galvin (Heath Hands), Nick Fielding was attending in place of Helen Payne (Friends of Kenwood) and Lynda Cook was attending in place of Thomas Radice (Heath and Hampstead Society).

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 29 January 2018 were approved as a correct record subject to the amendment of three points noted by a Member:

- Change "older age group" to "younger" on page 2.
- It was felt that the phrase "historic nature", which could imply geology and botany, be replaced with the word "history" on page 8.

- Replace the typographical error of the word “were” to “where” on page 10.

Members also felt clarity should be made to the paragraph regarding the Heath’s Heritage Day.

4. **ACTIONS SHEET**

The Committee noted the various outstanding actions and the updates provided thereon.

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

The minutes of the Hampstead Heath, Highgate Wood and Queen’s Park Committee (HHHWQPC) meeting held on 21 February 2018 were received.

The Chairman highlighted the concern raised by a Member at this meeting that people with physical disabilities were under represented on Open Spaces Committees and advised that investigation of appropriate representation on the Hampstead Heath Consultative Committee (HHCC) was currently underway and that an interview for fair selection would take place in due course.

The Chairman also drew Members’ attention to item 10 and the decision of the HHHWQPC regarding the use of performing animals on the Heath. It was noted that the HHHWQPC received the feedback of the HHCC on this matter but had decided not to approve the recommendation put forward by the Committee, the reasons of which were immediately relayed to Members by the Chairman via email.

A Member of the HHCC questioned the legal advice of the Chief Solicitor regarding decisions based on ethical grounds as he felt most decisions by the Open Spaces Committees were based on ethical grounds. The Town Clerk noted that this decision was based on case law. Members requested a more in-depth explanation of the legality of this advice from the Chief Solicitor and for this point to be subsequently clarified in the minutes.

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

The minutes of the Hampstead Heath Sports Advisory Forum meeting held on 5 February 2018 were received.

A Member questioned the validity of the minuted point that there was a sewage leak at Kenwood House. The Superintendent confirmed that the minutes were correct and did not require amendment.

7. **SUPERINTENDENT'S UPDATE**

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

Divisional Plan

- The Superintendent advised Members that the columns “status” and “update” had been added to the Divisional Plan.
- The Superintendent advised that due to a duplication of Project 3.5 in the 2017/18 Divisional Plan, an additional project has been developed (3.14) to separate the events and cultural strategies and develop a broader cultural strategy.

- Other changes to the Divisional Plan included:
 - 3.12 (Develop the Hive) – this project is on hold and will go to Gateway 7 for closure due to the cost of the conversion being considerably higher than first planned. Other options would be looked at.
 - 3.14 (Develop the Cultural Strategy) – this project will be led by the new Principal Curator of Keats House (Rob Shakespeare). The Superintendent advised that the project would take longer than July to complete and he would provide an update along with the project plan at the next meeting.
- In response to a query regarding what the relationship was between the cultural strategy and events strategy, the Superintendent advised that they work together and consequently play, events and culture would be given greater emphasis in the Management Plan. A Member recommended looking again at that the word “culture” as this has a broader meaning than what it is being used for.
- A Member queried what the initial thoughts for the Hive Building were. The Superintendent advised that a wider study looking at capacity of a number of Heath buildings including the Lido, Clubhouse and Parliament Hill Staff Yard, was planned to explore opportunities for providing additional learning spaces, volunteering and information hubs. It was noted that this would be added to Divisional Plan Project 1.12.
- The Superintendent drew Members’ attention to the Hampstead Heath Shared Use Pathways Final Draft Report (Appendix 2) and noted that the Highgate Wood, Conservation & Trees Manager had circulated Member’s feedback from the HHCC walk regarding the different types of surface materials proposed in the report. It was noted that Members would like further information on the surfacing options proposed in the report and an updated report would be circulated to Members.
- The Superintendent welcomed feedback from Members regarding waymarking and the proposed colour scheme of signage. The following comments were made:
 - Members discussed the colour scheme and subsequently agreed that it made sense to follow the recognised national colour scheme for cyclists to avoid confusion.
 - Some Members were also mindful of the signage being in keeping with the rural aesthetic of the Heath.
 - A Member felt that some clarification was needed regarding the term “prohibited routes”.
 - The Deputy Chairman noted that the timber posts were quite low down and easily mud splattered covering the colour on the post. The Superintendent advised that these would need to be cleaned regularly to ensure they remained visible.
 - It was agreed “no cycling” painted on the path in yellow was the clearest indicator and Members were pleased the concrete pads would be removed.

Planning

- **The Water House, Millfield Lane, 2017/3692/P.** The Superintendent advised that planning permission had been granted. Ground protection measures would be put in place to ensure the protection of three veteran trees along Millfield Lane. In response to a question, the Superintendent advised that the project would take approximately 57 weeks, that safe passage for walkers would be maintained and Light Commercial Vehicles with a gross vehicle weight of not more than 3.5 tonnes were being used to facilitate the development.
- **Parliament Hill William Ellis School, 2017/5395/P.** The Superintendent noted that the Operational Services Manager was a member of the Community Working Group representing the Heath. In addition, the Highgate Wood, Conservation & Trees Manager was engaged in discussions with the constructor regarding the protection of trees, notably a large oak.
- **Athlone House.** The Superintendent noted that the Highgate Wood, Conservation & Trees Manager was liaising with the developer regarding the impact of the works on boundary trees.
- **Capo de Monti.** It was noted that this was spelt incorrectly in the report and should read “Capo” not “Capri”.

Extreme Weather

- The Superintendent advised that storms and extreme weather in January, most notably Storm Eleanor, David and Georgina, had caused damage to 18 trees across Hampstead Heath and led to a number of closures at Golders Hill Park and the Hill Garden in compliance with the Division’s Extreme Weather Event Protocol.

Constabulary

- The Superintendent noted that there have been two recent prosecutions in relation to cycling.
- The Superintendent advised Members that a restructuring of the Constabulary was taking place and was now at the personal consultation stage which would end next month.

City Surveyors Cyclical Work Programme

- The Superintendent advised that a new fence at South End Green had been erected and the land was recovering nicely. Members were pleased.
- The Superintendent noted that the final stage of desilting was taking place at the Mixed Pond and that new planting bays would be completed next week, and it would take some time for the remaining silt currently in suspension to settle. Members felt this was a big improvement.
- The Superintendent noted that works to install the Solar Panels at the Lido had been completed and the work to reroof the Men’s changing rooms was ongoing.

City of London Corporation (Open Spaces) Act 2018

- The Superintendent was pleased to advise that the City of London Corporation (Open Spaces) Act 2018 had received Royal Assent and thanked Members for their support and work on drafting the Act.
- A Member queried how the Act would assist in setting new policies and its scope. The Superintendent advised that the bill sets out the requirement to consult prior to implementing specific policies relating to the Act.

Hampstead Heath Cafés

- The Superintendent noted that three-year leases had been agreed for the Parliament Hill Café, Golders Hill Park Café and Parliament Hill Lido Café.
- In response to a question, the Superintendent advised that lessons had been learnt and that moving forward the role of the Café Working Party would be focused on the Parliament Hill, Parliament Hill Fields Lido and Golders Hill Park Cafés, as the Consultative Groups covering Highgate Wood and Queen's Park would be involved in the discussions relating to these cafés. The Terms of Reference for the Café Working Party would be updated to reflect this change in focus. Members requested an update on timelines and the methodology.

Swimming

- The Superintendent advised that there were a number of ongoing issues at the Men's Pond regarding inclusivity, access, improved signage and the routes to payment. These issues were being discussed with both the Swimming Forum and the Sports Advisory Forum.
- At the Swimming Forum on 6 March 2018 outline proposals were presented for the Men's Pond to create a fully accessible facility.
- A further meeting has been arranged with representatives of the Highgate Men's Pond Association to discuss the proposals. The Superintendent advised that the intention was to engage with the summer season swimmers and a further update will be provided to Members at their meeting in July.
- The Superintendent noted that the changing cubicles at the Mixed Pond had been repaired.
- The Superintendent advised that there were a number of ongoing issues relating to the buildings at the Ladies' Pond that were being addressed.
- Following a written complaint from a member of the public regarding dogs being permitted in the changing compound, the Superintendent undertook an investigation where it was found that a past member of staff working at the facility had informally allowed a number of swimmers to bring their dogs into the changing compound, in contravention of the site notices, bylaws, and without authority from the City of London. The investigation also revealed that Lifeguards often received verbal complaints from swimmers regarding the presence of dogs within the changing compound. The City of London acknowledged that the previous arrangements were wrong and would be working to ensure that the bylaws were correctly upheld at this facility maintaining consistency across the Heath's facilities.

- The City of London Constabulary undertook a two-week period of informal information sharing at the Men's Pond and during this time Constables spoke to many swimmers at the facility.
- Following the information sharing, the Constabulary commenced the process to enforce the bylaw at this facility, in line with enforcement arrangements across other facilities at the Heath, including the playgrounds, cafés, Parliament Hill Lido and the Ladies' and Mixed Bathing Ponds.
- It was noted that there was a small number of swimmers who felt very strongly that dogs should be permitted within the changing compound. The Superintendent, Constabulary and the Senior Swimming Supervisor have sought to work with these individuals and the Highgate Men's Pond Association to resolve this matter.
- A Member advised that they had been contacted by a swimmer proposing a range of alternative arrangements to manage swimmers bringing their dogs into the facility. The Superintendent confirmed that a number of alternative arrangements had been considered including the introduction of a permit system. This had previously been discussed with representatives from the Highgate Men's Pond Association, and with the wider group of Swimming representatives at the Swimming Forum on 6 March 2018. Following careful consideration, it was concluded that a permit system would not be appropriate and would not resolve the issues.
- In order to help resolve the issue, the City of London has installed a temporary cycle parking area inside the entrance to the Men's Pond, where swimmers may tether their dogs. This is a temporary measure whilst wider consultation on the proposals for improving access is undertaken. These proposals include an area for cycle parking and dog tethering closer to the pond.
- Unfortunately, two members of staff working to construct this temporary cycle parking area were verbally and physically assaulted by a swimmer. The Superintendent has since written to the swimmer to inform them that this behaviour will not be tolerated by the City of London.
- The Chairman of the United Swimmers Association has emailed the Superintendent to formally protest to the changes at the facility and the enforcement of the bylaw preventing dogs from entering the changing compound.
- The Constabulary will continue to visit the facility on a regular basis and generally the bylaw is being complied with, although it is understood a petition is now being promoted.
- In response to queries regarding why this decision had been made, the Superintendent advised that a complaint had been received regarding dogs being in the Men's Pond changing compound and following this the City of London was working to ensure that the bylaws are correctly upheld at this facility to maintain consistency across the Heath's facilities.
- A Member noted that the bylaw did not ban dogs but rather allowed for a sign to be implemented. The Queen's Park & Constabulary Manager confirmed the bylaw allowed for signage to be installed prohibiting dogs from an area.

Signage to this effect has been in place at a number of facilities across the Heath, including playgrounds and the swimming facilities for many years.

- A Member questioned the resource and reputational implications of enforcing this bylaw. The Superintendent advised that the Lifeguards had reported difficulties in managing swimmers with dogs and felt that this presented an unmanageable issue for staff. It was agreed that a consistent approach across Hampstead Heath was necessary.
- A Member noted that the tethering area for dogs needed to be in eyesight of the pond to ensure safety/calmness of the dog and alleviate swimmer's concerns of dognapping.

Events

- The Leisure & Events Manager encouraged members to attend the upcoming Highgate Harriers Night of 10,000m Personal Best event on 19 May. For the first time in Britain, the event also hosts the European 10,000m Cup competition. Other highlights include a Q&A with sports stars.
- The Leisure & Events Manager noted that the English National Cross-County Championships on 24 February had been hugely successful with a record number of participants. The two shire horses brought onto the Heath to undertake chain harrowing to aid the ground recovery following this event had been successful and received a positive response from the public.

RESOLVED – that:-

- Members note the contents of this report;
- Members provided feedback in relation to the recommendations presented in the Shared Use paths report (appendix 2) as outlined in paragraph 5.

8. 2018 MANAGEMENT PLAN FRAMEWORK

Members considered a report of the Superintendent of Hampstead Heath regarding the Hampstead Heath 2018 Management Plan which had reached another important milestone in its development and the following points were made:

- The Projects Management & Support Officer noted that this was to mark progress with the development of an Outcomes and Measurement Framework for Hampstead Heath and to set out the next steps for completion of the Management Plan.
- In response to a question from a member about what the Management Plan would include, the Projects Management & Support Officer stated that the Management Plan would not exceed 20 pages to ensure a more concise and readily updated document than the 2007 Management Plan.
- The Projects Management & Support Officer invited Members to put themselves forward to engage in the final stages of the development of the Management Plan.
- Various comments were made on the Heath Vision which was included as an appendix to the report. The Projects Management & Support Officer advised

Members that the Heath Vision had been discussed with Members in detail in July 2017 and was approved by the HHHWQPC on 27 September 2017, and therefore no changes would be made to the wording. A Member noted an idea on the scale of difficulty based on the length of sentences and highlighted that there were a number of sentences within the Heath Vision that reached the very difficult to understand level. The Projects Management & Support Officer agreed take this into account when writing the Management Plan. A Member noted potential contradictions in the language as different users of the Heath visit for different reasons and therefore have different views on what is needed. It was noted that the local community fought for 175 years to ensure the Heath was kept open and to protect the Heath as an open space and felt it was important that people were educated on this fact.

- In response to a query, the Projects Management & Support Officer clarified that the 2007 Management Plan contained 100+ essential actions and the aim was to ensure the 2018 Management Plan addressed the higher-level strategies with actions and details captured in the Divisional Plan and the Annual Work Plan. The purpose of the Management Plan is to provide a strategic framework for making decisions about matters that cross-over a range of management issues and to enable a balance to be found.
- A Member noted that the outcomes-approach provided an excellent framework and questioned whether the proposed schedule for completion of the Management Plan enabled adequate time for consultation. The Projects Management & Support Officer noted that stakeholders and forums would be engaged with as it develops.
- The Chairman queried the imperative for completion of the Management Plan by a particular date or whether was it possible to extend the schedule. In response, the Superintendent confirmed that the Management Plan must be completed before the end of 2018. A Member noted that consultation undertaken in preparation of the Management Plan had been effective, but that timing needed to be realistic to continue this inclusive approach. Members recommended that presentation of the Management Plan to HHHWQPC for approval ought to be delayed until November to allow more time for review and for consultation.
- In reference to the Outcomes and Measurement Framework, the Deputy Chairman questioned how much engagement there had been with Local Councils, particularly around social inclusion, as they would hold relevant data and would want to be involved to aid their own strategic plans.

RESOLVED – that:-

- Members were supportive of the proposed steps set out for the finalisation of the Hampstead Heath Management Plan.
- Members recommended that the timeframe for finalisation of the Management Plan be extended to ensure adequate time for consultation.
- The views of the Hampstead Heath Consultative Committee are conveyed to the Hampstead Heath, Highgate Wood and Queen's Park Committee.

9. **OPEN SPACES EVENTS POLICY PART 1 - POLICY FRAMEWORK & PART 2 - SITE SPECIFIC GUIDANCE FOR HAMPSTEAD HEATH**

Members considered a report of the Superintendent of Hampstead Heath regarding the Open Spaces Events Policy including the Policy Framework and site-specific guidance for Hampstead Heath. The following points were made:

- The Superintendent thanked the Advisory Group (Helen Payne, John Beyer and Nick Bradfield) for their work and support on this project.
- It was noted that Part 1 of the Events Policy was reviewed by the Open Spaces Committee that morning for feedback and Members were invited to provide comments which would be fed into the process.
- It was noted that interaction between Parts 1 and 2 required further attention. Members concentrated on Part 2.
- A Member highlighted contradiction between the two parts and felt that the language and specifically wording regarding environmental protection was much better in the Act, specifically reference to “material injury”. The Deputy Chairman added that similar comments around the language and understanding were made in the Open Spaces Committee meeting that morning.
- It was noted that “other events” stated under item 4(b) Frequency and timing required clarification.
- A Member felt that clarification was needed to the description under item 4(c) Scale which states that events requiring temporary structures to be erected will be limited to areas defined as Zone A in the Schedule of Locations. The Member questioned if this may potentially restrict consideration of desirable events in the future. For example, in the past Parliament Hill Fields hosted an ice skating rink which proved very popular in winter months.
- A Member queried whether ethical considerations could be included in the policy.
- Members discussed the event scales provided in item 6.3 Table 1. Some Members felt the threshold for consultation with Members should be lower. The Member for Hampstead Garden Suburb Residents’ Association proposed that this threshold be reduced to medium-scale events. This was supported by the member for Heath & Hampstead Society. A Member also questioned whether three months’ notice for a medium sized event of up to 2,000 people was enough as this was a significant sized event.
- A Member found the information provided regarding the event application criteria a useful tool and felt that worked examples would be helpful, particularly in the initial months, and examples of how the Officer Event Group had put this into practice in the first 12 months.
- A Member noted that many of the surfaced paths listed under Zone A (item 5 Event Locations) also go through Zone C and sought clarification. The Projects Management & Support Officer stated that this was applicable for events that covered a wider area, for example trail and running events and that the conditions appropriate to each Event Zone would be applicable.

- A Member noted that the Pergola ought to be listed in the Schedule of Event Locations alongside the Hill Garden.

RESOLVED – that:-

- Members give feedback in relation to the draft Hampstead Heath Site Specific Policy (Appendix 2);
- Members give feedback in relation to the proposed event zones, as set out in the schedule of locations (Appendices 2b & 2c);
- The views of the Hampstead Heath Consultative Committee be conveyed to the Hampstead Heath, Highgate Wood & Queen's Park Committee at their meeting on 23 May 2018.

10. **HAMPSTEAD HEATH PONDS AND WETLAND STRATEGY**

Members considered a report of the Superintendent of Hampstead Heath regarding the Hampstead Heath Ponds and Draft Wetlands Strategy and the following points were made:

- It was noted that the Marylebone Birdwatching Society were supportive of recommendation to restrict public access to the island, and the draft outline of the Hampstead Heath Ponds and Wetlands Strategy.
- A Member queried whether access to the Model Boating Pond Island could be cut off completely with the removal of the land bridge. The Superintendent advised this had been considered previously and had been rejected on the basis that it could cause a health and safety risk of people swimming to the island.
- In response to a suggestion that the wording be changed to state that the public be permanently excluded from this area, the Superintendent advised this could not be done under the 1871 Act.
- The Superintendent advised that netting was already being removed in order to open up the bays and the fencing would gradually be reduced as the aquatic planting matured.
- A Member queried whether the monitoring had considered the surrounding areas and to what extent the increased number of birds was attributable to the MBP mock-island. Was it therefore enough to warrant the change of management focus from a pond for recreational pursuits to a water fowl reserve? The Senior Ecologist responded that these areas were rare with the aim being to increase these habitats not substitute them.
- A Member suggested replacing the fencing with the attractive, unused gate currently located next to the Parliament Hill tennis hut and hawthorn hedges; Members agreed this was a good idea.
- It was noted that protecting the island was initially designed to ensure the protection of the trees located on it.
- A Member recommended referencing the extensive hydrology survey within the document.

- It was noted that the Ponds and Wetlands Strategy should include Kenwood House Estate.

RESOLVED – that:-

- Members discuss and provide feedback on the options for the future management of the Island as set out in paragraph 14;
- Members supported the recommendation to restrict public access to the island and were in agreement with the proposed approach set out in the draft Hampstead Heath Ponds & Wetlands Strategy.
- The views of the Hampstead Heath Consultative Committee be conveyed to the Hampstead Heath, Highgate Wood and Queen's Park Committee at their meeting on 23 May 2018.

11. QUESTIONS

There were no questions.

12. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

The Chairman gave special thanks to Meg Game, Senior Ecologist, who was retiring this week after 15 years working at Hampstead Heath. The Committee echoed this thanks and congratulated Meg on all her valuable contributions to the Heath and the Committee.

The Chairman also gave thanks to Conservation Ranger Phil Stead, who would also be retiring in April after 30 years working at Hampstead Heath.

A Member noted that small electric vehicles were now being used on the Heath and suggested that they should carry prominent markings publicising the fact that they were electric as this would be good publicity for the Heath "going green".

13. DATE OF NEXT MEETING

The date of the next meeting of 9 July 2018 at 7.00pm in the Parliament Hill Conference Room was noted.

The meeting ended at 9.10 pm

Chairman

Contact Officer: Leanne Murphy
leanne.murphy@cityoflondon.gov.uk

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Hampstead Heath Consultative Committee

Actions Sheet

	Date	Action	Officer responsible	Progress Update
1.	16 April 2018	<p style="text-align: center;">Minutes</p> <p>Make the following changes to the HHCC Minutes on 29 January 2018:</p> <ul style="list-style-type: none"> - Change “older age group” to “younger” on page 2 - Replace “historic nature” with the word “history” on page 8 - Replace the typographical error of the word “were” to “where” on page 10 - Provide clarity to the paragraph regarding the Heath’s Heritage Day. 	Town Clerk	Update at 9 July 2018
2.	16 April 2018	<p style="text-align: center;">MINUTES OF THE HAMPSTEAD HEATH, HIGHGATE WOOD, AND QUEEN'S PARK COMMITTEE</p> <p>Identify a representative on the HHCC for those with a physical disability.</p>	Chairman / Superintendent	Update at 9 July 2018
3.	16 April 2018	<p style="text-align: center;">MINUTES OF THE HAMPSTEAD HEATH, HIGHGATE WOOD, AND QUEEN'S PARK COMMITTEE</p> <p>Members to receive a more in-depth explanation of the legality of the Chief Solicitor’s advice re: decisions based on ethical grounds and clarify this point in the minutes.</p>	Chief Solicitor / Town Clerk	Update at 9 July 2018
4.	16 April 2018	<p style="text-align: center;">Divisional Plan</p> <p>More work and analysis to take place re: the stone used and a report to be provided to Members.</p>	Highgate Wood, Conservation & Trees Manager / Superintendent	Update at 9 July 2018

Hampstead Heath Consultative Committee

Actions Sheet

	Date	Action	Officer responsible	Progress Update
5.	16 April 2018	Hampstead Heath Cafés Members to be provided with an update on timelines and the methodology.	Superintendent	Update at 9 July 2018
6.	16 April 2018	2018 MANAGEMENT PLAN FRAMEWORK Push back the timing of the presentation of the Management Plan to HHHWQPC for approval until November to allow more time to review and for consultation.	Superintendent	Done

HAMPSTEAD HEATH, HIGHGATE WOOD AND QUEEN'S PARK COMMITTEE
Wednesday, 23 May 2018

Minutes of the meeting of the Hampstead Heath, Highgate Wood and Queen's Park Committee held at Parliament Hill Conference Room, Parliament Hill Staff Yard, Parliament Hill Fields, Hampstead Heath, NW5 1QR on Wednesday 23 May 2018 at 6.00 pm

Present

Members:

Karina Dostalova (Chairman)
 Anne Fairweather (Deputy Chairman)
 Mark Bostock
 Deputy David Bradshaw
 Michael Hudson
 Ruby Sayed
 Deputy John Tomlinson
 William Upton
 John Beyer (Heath & Hampstead Society)
 Sam Cooper (English Heritage)
 Rachel Evans (RSPB)
 Maija Roberts (Ramblers' Association/Open Spaces Society)

Officers:

Colin BATTERY	- Director of Open Spaces
Bob Warnock	- Superintendent of Hampstead Heath
Katherine Radusin	- PA to Superintendent of Hampstead Heath
Richard Gentry	- Constabulary and Queen's Park Manager
Jonathan Meares	- Highgate Wood, Conservation & Trees Manager
Alison Elam	- Group Accountant, Chamberlain's Department
Declan Gallagher	- Operational Services Manager
Lucy Gannon	- Projects Management & Support Officer
Carl Locsin	- Town Clerk's Department
Leanne Murphy	- Town Clerk's Department
Yvette Hughes	- Business Manager Hampstead Heath
Paul Maskell	- Leisure and Events Manager

1. APOLOGIES

Apologies were received from Councillor Melvin Cohen, Stuart Fraser, Wendy Mead and Graeme Smith.

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

There were no declarations.

3. ORDER OF THE COURT OF COMMON COUNCIL

Members received the Order of the Court of Common Council dated 19 April 2018 appointing the Committee and approving its terms of reference.

4. **ELECTION OF CHAIRMAN**

In accordance with Standing Order No.29, the Committee proceeded to elect a Chairman for the ensuing year. The Town Clerk read a list of Members eligible to stand and Karina Dostalova, being the only Member expressing her willingness to serve, was duly elected as Chairman.

The Chairman thanked Members for their support and took the opportunity to welcome Deputy David Bradshaw and Mark Bostock to their first meeting. The Chairman also thanked long standing Member Oliver Sells and Councillor Sally Gimson, who was retiring, for their contributions to the Committee during their tenure.

5. **ELECTION OF DEPUTY CHAIRMAN**

The Committee proceeded to elect a Deputy Chairman in accordance with Standing Order No. 30. The Town Clerk read a list of Members eligible to stand and Anne Fairweather, being the only Member expressing her willingness to serve, was duly elected as Deputy Chairman.

6. **MINUTES**

RESOLVED, that the public Minutes of the meeting held on 21 February 2018 were approved as a correct record.

7. **ACTIONS SHEET**

Members received a report of the Town Clerk setting out the outstanding actions list and noted the various updates and additions.

In relation to action 5, Members were advised that identification of a person to represent physical disabilities on the Hampstead Heath Consultative Committee was in progress. A survey of relevant charities had been completed by the Town Clerk and engagement with three charities would take place in due course.

With regards to action 7, Members were advised by the Superintendent that the deadline for Zippos Circus to provide an Event Management Plan, their animal welfare arrangements, etc, was 29 May 2018. This would be reviewed and assessed by the Superintendent before bringing a recommendation under the urgency procedures.

8. **MINUTES OF THE HAMPSTEAD HEATH CONSULTATIVE COMMITTEE**

The public minutes of the Hampstead Heath Consultative Committee (HHCC) meeting held on 16 April 2018 were received.

The Chairman highlighted that the City of London Corporation (Open Spaces) Act 2018 had received Royal Assent and thanked Members past and present and the Remembrancer's team for their support and input over the years to get the act passed.

A Member noted that it would be helpful for the Committee to receive a paper on matters discussed at the walk regarding disability access and inclusivity at the Highgate Men's Pond.

A Member noted from the minutes that members of staff were verbally and physically assaulted by a swimmer regarding installation of a temporary cycle parking area and that the Superintendent had written to the member of the public regarding their behaviour. It was queried whether this action was strong enough and that it should be known that there was a zero-tolerance policy to ensure the safety of staff and the public. The Superintendent advised that he was comfortable with the action taken regarding this incident and that the staff involved in the incident were supportive of the approach taken.

The Chairman highlighted that the Night of 10,000m Personal Best event on 19 May 2018 had been a great success which saw the Athletics Track completely transformed and thanked Highgate Harriers, Heath Staff and the event volunteers for their hard work.

9. **MINUTES OF THE HIGHGATE WOOD CONSULTATIVE GROUP**

The public minutes of the Highgate Wood Consultative Group meeting held on 18 April 2018 were received.

10. **MINUTES OF THE QUEEN'S PARK CONSULTATIVE GROUP**

The public minutes of the Queen's Park Consultative Group meeting held on 24 April 2018 were received.

11. **APPOINTMENTS TO COMMITTEES 2018/19**

Members considered a report of the Town Clerk regarding appointments to Committees and Groups for 2018/19.

RESOLVED, that:-

- The terms of reference and composition of the Hampstead Heath Consultative Committee be noted;
- The terms of reference and composition of both the Highgate Wood Consultative Group and the Queen's Park Consultative Group be approved;
- The Chairman and Deputy Chairman to be appointed to the Hampstead Heath Consultative Committee.
- John Tomlinson be appointed to the Highgate Wood Consultative Group, and the further two vacancies be deferred until the next meeting of the Grand Committee for appointment;
- Ruby Sayed be appointed to the Queen's Park Consultative Group, and the further two vacancies be deferred until the next meeting of the Grand Committee for appointment;
- John Tomlinson be appointed to serve on the Keats House Consultative Committee with the Chairman to also attend in an ex officio capacity;

- The decision to appoint a local representative to observe meetings of the Open Spaces and City Gardens Committee be deferred until the next meeting of the Grand Committee.

12. **SUPERINTENDENT'S UPDATE**

Members considered a report of the Superintendent providing an update on matters concerning Hampstead Heath, Highgate Wood and Queen's Park. The following points were made.

- The Director of Open Spaces confirmed that meetings with the four Open Spaces Chairmen had taken place to discuss and prioritise a list of improvement projects applicable to a new source of internal funding. It was noted that bids for the top 10 priority projects would be submitted by the deadline at the end of May for consideration by the Chamberlain's Department.
- The Chairman saw identifying similar needs across Open Spaces as a great opportunity to form synergies.

Divisional Plan

- The Superintendent drew Members attention to the 2018/19 Divisional Plan (Appendix 1) and advised that items 1.11, 1.12 and 3.12 were all priority projects that would be submitted for consideration for funding via the Priority Improvement Pot.
- The Superintendent noted that a Q2 update of the 2018/19 Divisional Plan and the Division's risk register would be brought to the next Committee meeting.

Shared-use path surfacing

- Members were advised that a draft report outlining the surfacing and waymarking options for the existing shared-use-paths on Hampstead Heath was discussed by the HHCC in April and their comments were incorporated in the final draft of the report (Appendix 2).
- The Superintendent sought Members views on the report and, in particular, on the preferred surfacing material, the priorities identified and waymarking.
- Members were advised that all feedback would be incorporated into the plan and a prioritised programme of surfacing and waymarking works would be prepared and subsequently implemented through the Annual Work Programme.
- A Member noted that there was scope for softening the impact of the shared use paths.

- In response to a query regarding which recommendation was being recommended in the report, the Superintendent advised that a palette of materials was needed for different areas and the preferred surface material was Breedon Gravel.
- A Member recommended seeking feedback on the cycle and pedestrian pathways from different disability groups, e.g. the Royal National Institute of Blind People (RNBI). The Superintendent advised that the DBE Access Group had been consulted in the finalisation of the report.
- The Kenwood House General Manager encouraged engaging with English Heritage who had carried out similar works.
- The Committee supported the two recommendations from the report.

Planning

- **The Water House, Millfield Lane.** The Superintendent noted that this planning application had been granted planning permission subject to S106. The City of London Corporation would be entering into a Financial Bond to ensure sufficient resources were set aside to make good the lane on completion of the development. Members were supportive of the approach.
- **Parliament Hill William Ellis School 2017/5395/P.** The Superintendent advised that planning permission has been granted and that City of London Officers had met with the developer to discuss tree and root protection.
- **Athlone House.** Planning permission has now been granted and Officers are monitoring revisions to the planning application in relation to garden lighting and fencing.
- **The Wallace House** – A further development within Fitzroy Park is being reviewed specifically in relation to the impact of the basement on Hampstead Heath.

Extreme Weather

- Members were advised that the unprecedented hot weather had led to the queue for the Parliament Hill Lido being closed in the afternoon of the Spring Bank Holiday Monday as the facility had reached capacity. It was noted that the site was well prepared for the upcoming expected good weather.

Constabulary

Members acknowledged the 25th anniversary of the Hampstead Heath Constabulary in 2017 and felt that it was important to mark the occasion. The

possibility of a visit by the Lord Mayor, including meeting the Constabulary was discussed.

City Surveyors Cyclical Work Programme

- The Superintendent advised that 1,000m³ of silt had been removed from the Mixed Pond and two partially submerged silt revetments planted with suitable aquatic species. At the Lido, the roof in the Men's changing facility has been replaced and solar panels have now been installed successfully above the Ladies' changing facility.

Swimming

- The Superintendent provided an update on works underway and further proposals to make the Men's Pond fully accessible.

Workforce

- Members were advised that the Open Spaces Department has appointed 23 Apprentices as part of the Government's Apprentice levy and six apprentices have been appointed at Hampstead Heath.

Upcoming Events

- Give it a Go! returns to the Heath on 15 July 2018 which showcases sport, health, wellbeing and physical activity on the Heath.
- Members were advised that 20 August marks the 80th Anniversary of the Parliament Hill Fields Lido. This occasion will be celebrated by a series of events organised by the Parliament Hill Lido User Group (PHLUG) at the Heath.
- In response to a question regarding the costs of hosting events at the Heath, Members were advised that most of the events would be self-funded by the PHLUG. The Leisure & Events Manager will be providing advice, rather than funds, to the event organiser by way of support.

Learning Team – Play Programme

- The Superintendent provided an update on the different programmes noting that the schools programme, play programme and Green Talent were ahead of their target and Playing Wild were working to target.
- A Member queried whether the play programme was designed to include inclusive play equipment for children with disabilities. Members were advised that inclusivity was very important in the design stage and confirmed that disabled children's needs have been included in the plans for the Adventure and Peggy Jay playground improvements.

Highgate Wood

- The Superintendent provided an update on progress at Highgate Wood and noted that some snagging works were being undertaken in relation to the paths that were surfaced in the winter.

Queen's Park

- The Superintendent advised Members that Queen's Park successfully had its first wedding ceremony on the bandstand at the end of April and that the couple had agreed for pictures of the day to be used in advertising. The feedback from the couple and their family was very positive.
- It was noted that there would be Green Flag Award judging in mid-May.
- Members were advised that a feasibility study of the Play Area toilet facility was due to take place to inform what the costs would be for refurbishment versus developing a new build.
- Works have begun to develop the children's farm.

RESOLVED – That Members:-

- Note the contents of this report;
- Provide feedback in relation to the recommendations presented in the Shared Use paths report (appendix 2) as outlined in paragraph 3;
- Agree that a prioritised programme of surfacing and waymarking works will be implemented through the Annual Work Programme as outlined in paragraph 4.

13. HAMPSTEAD HEATH PONDS AND WETLAND STRATEGY

Members considered a report of the Superintendent of Hampstead Heath concerning the Hampstead Heath Ponds and Wetland Strategy and the Model Boating Pond Island future access arrangements.

Members requested more information with regard the legal implications of restricting public access. The Chairman therefore deferred the report to the next meeting pending legal advice.

14. THE HIVE LEARNING & VOLUNTEER CENTRE, HAMPSTEAD HEATH - GATEWAY 7 OUTCOME REPORT

Members considered a Gateway 7 outcome report of the Director of Open Spaces regarding the Hive Learning & Volunteer Centre at Hampstead Heath.

The Superintendent advised Members that the Department were bidding for funding to carry out a feasibility study investigating how to better use the existing facilities at the Heath.

Members were pleased with this robust business-case approach from Officers to review the project and to provide a holistic view of the Heath's assets and how they can be put to best use.

15. HAMPSTEAD HEATH MANAGEMENT PLAN FRAMEWORK 2018

Members considered a report of the Superintendent of Hampstead Heath concerning the Management Framework for Hampstead Heath.

The Superintendent advised Members that the HHCC had requested a further opportunity to provide feedback on the Management Framework and the deadline had been extended for final approval by this Committee in November.

RESOLVED – That Members consider the Outcomes and Measurement Framework, and feedback on the proposals in paragraph 10 of this report.

16. OPEN SPACES DEPARTMENT EVENTS POLICY

Members noted a report of the Superintendent of Hampstead Heath regarding the Open Spaces Department Events Policy.

Members were advised that the HHCC had provided feedback on Part 2 of the policy and the Open Spaces Committee had made minor changes to provide clarity to Part 1. Part 2 of the policy will be updated in-line with feedback received from the HHCC and the Events Advisory Group. An updated version of Part 2 will be presented to the HHCC in July 2018, before being presented to this Committee in September 2018 for approval.

In response to a query regarding Section 7, Clause 4(a) (iii) of the City of London Corporation (Open Spaces) Act 2018 and the policy concerning events on unbuilt land, the Superintendent advised Members that infrastructure associated with events such as the Affordable Art Fair are temporary and located on areas classified as built-on, which includes the Fairground at East Heath.

RECEIVED.

17. CONCERTS AT KENWOOD HOUSE

Members received a verbal update from Kenwood House General Manager regarding events at Kenwood House and the following comments were made.

- The Kenwood House General Manager advised Members that Kenwood House had reviewed its programme and would now be hosting a variety of larger public events.
- Members were advised that managing noise pollution was a key focus for Kenwood House Team.
- It was noted that the setup of the House Festival would commence on 27 June not July as stated within the report.

- The Leisure & Events Manager gave thanks to the Kenwood House General Manager for the Kenwood Event Organisers sponsorship towards the new Heath diary.

RESOLVED - *With two hours having elapsed since the start of the meeting, in accordance with Standing Order No. 40 the Committee agreed at this point to extend the meeting by up to thirty minutes.*

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

There were no questions.

**19. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT
Final Open Spaces Departmental Business Plan 2018/19**

Members noted a report of the Director of Open Spaces regarding the Final Open Spaces Departmental Business Plan 2018/19.

20. 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.

21. ST COLUMBA RADIO MAST STATION, SPANIARDS ROAD, NW3 - LEASE RENEWAL

Members considered a report of the City Surveyor regarding the lease renewal of the St Columba Radio Mast Station on Spaniards Road.

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

There were no questions.

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

Land available for acquisition at Hampstead Heath

Members considered a late urgent report of the Director of Open Spaces concerning a piece of land available for acquisition at Hampstead Heath.

24. DATE OF NEXT MEETING

The date of the next meeting on 5 September 2018 at 4.00pm at Guildhall was noted.

The meeting ended at 8.09 pm

Chairman

Contact Officer: Leanne Murphy
leanne.murphy@cityoflondon.gov.uk



Hampstead Heath Sports Advisory Forum

Parliament Hill meeting room

14 May 2018, 6.30pm

Members:

Richard Sumray (Chairman)	RS	Hampstead Heath Consultative Committee
Karina Dostalova	KD	Chairman of the Hampstead Heath, Highgate Wood & Queen's Park Committee
Marc Hutchinson	MH	Hampstead Heath Winter Swimming Club, H&HS
Natasha Cendrowicz	NC	Highgate Harriers
Eleanor Kennedy	EK	Parliament Hill Lido Users Group
Brian Prestley	BP	Parliament Hill Bowls Club
Derek Mennell	DM	Parliament Hill Bowls Club
Simon Taylor	ST	Hampstead Rugby Football Club
Sue Kirby	SK	Hampstead Heath Croquet Club
David Walton	DW	London Heathside Athletics
Anne Fairweather	AF	Deputy Chairman of the Hampstead Heath, Highgate Wood & Queen's Park Committee

Officers:

Bob Warnock	BW	Superintendent of Hampstead Heath, City of London
Declan Gallagher	DG	Operational Services Manager, City of London
Paul Maskell	PM	Leisure and Events Manager, City of London
Richard Gentry	RG	Queen's Park & Constabulary Manger, City of London
Kate Radusin (notes)	KR	PA to Superintendent of Hampstead Heath, City of London

Also attending:

Nina Graveson-Bridge	NGB	Community Business Manager, Lawn Tennis Association
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ITEM		ACTION
1.	Apologies	
	Nigel Robinson, Richard Priestly, Paul Jeal, Rudolf Benjamin, John Carrier, Joseph Lowe, Katrina Weinstein, Rick Weinstein.	
2.	Minutes of the previous meeting (5 February 2018) & Matters Arising	
	<p><u>Heath Extension Cross Country Pilot</u> – 2019 fixture date agreed (16 February 2019).</p> <p>DG/ST to meet to discuss use of the Heath Extension building for tea/coffee provision during Rugby matches.</p>	DG/ST
3.	Minutes of the Track Forum & Swimming Forum	
	<p><u>Parliament Hill Track Forum minutes:</u> DG & ST will meet to discuss the Track Café licencing before feeding back to the Track and Sports Forums.</p> <p><u>Swimming Forum minutes:</u> BW confirmed that signage for the facility entrances was being progressed with input from the Swimming Forum. BW</p>	

	<p>Access proposals at the Men's Pond are being discussed with swimmers and the user groups. BW Mixed Pond de-silting has been completed, MH noted that he had heard good feedback from swimmers.</p>	
<p>4.</p>	<p>Tennis – Long Term Planning LTA</p>	
	<p>The Forum received a presentation on the LTAs long term strategy for promoting tennis.</p> <p><u>Draft Vision for Tennis</u> – There followed a discussion around the current usage of the tennis courts and how this can be grown. PM noted that there is a lot more that can be done to facilitate disabled players using the courts. ST consider women only hours (as is popular with other sports, notably swimming). BP noted that the courts always looked well used (when observed from the Bowls green at Parliament Hill). NGB the next steps in determining if you have an 'effective operation' may be to review the current usage and monitor which times are less well used, so that they can be promoted. RG the general direction will be to create an increased awareness of tennis through promotion and community engagement.</p> <p>RS consider how other sports can tie in. Children could be playing tennis while parents/carers take part in another sport or activity.</p> <p>RG conformed that the upcoming court resurfacing works would be like for like, but Officers will consider the opportunity to improve the offer in future. NGB notes that 4 mini-tennis courts can be fitted into 1 full size adult court.</p> <p>There followed a discussion about a local tennis club (the Globe) based in Belsize Park. The club has been declared an 'asset of community value' and is set up to be fully inclusive, with many younger and physically disabled players using the club.</p> <p>BP noted that there were many disabled people playing Bowls, and that it was not usual within the sport.</p> <p><u>Next steps</u> – Officers will seek to engage with tennis users via an online survey to help develop the Vision for Tennis aims.</p>	<p>RG</p>
<p>5.</p>	<p>Events Policy Part 1 & Part 2</p>	
	<p>BW provided an updated policy. Part 1 is applicable to all Open Spaces sites. Part 2 (Site Specific Policy) will be applicable to Hampstead Heath only and has been discussed with the Hampstead Heath Consultative Committee and an Advisory Group (made up Officers, and reps from the Hampstead Heath Consultative and Management Committees).</p> <p>NC gave feedback on section 4.B Frequency and timing in relation to the Cross-country events listed. The English National Cross Country Championships takes place in the South every three years, and not every other year as stated.</p> <p>RS commented that in Table 1: Event Scale, it was not clear if it was the timing or duration that was applicable whether it was both?</p>	

	<p><i>Post meeting clarification: it is the scale of the event (i.e. the daily number of attendants expected) and/or the duration of the event which will determine the route of approval and how long is required to get approval.</i></p> <p>There followed a discussion about Parkrun, as this weekly event currently has less than 500 participants it falls outside of the Policy. RS noted that if events occur on a weekly basis, it is not appropriate for the applications to be made 8 weeks in advance. Can a rolling approval be considered?</p> <p>A table showing the changes made to Part 2 will be compiled and will highlight sections/wording which has been updated.</p> <p>Further comments and feedback from members of the Forum are welcomed by the end of the month.</p>	<p>BW/PM</p> <p>BW</p> <p>ALL</p>
6.	Updates	
	<p><u>This Girl Can</u> – PM activities have been planned for the weekends of 9-10 June (Athletics, Tennis & Bowls) and 16-17 June (Rugby & British Military Fitness). ST the Rugby will be using their 'inner warrior' format which has worked well in local schools. ST is in talks with Camden in relation to a Tag-Rugby taster session on Wednesday 13 June. PM Heath Hands have also arranged a Nature Conservation session. RS important to create a legacy. Consideration should be given to a joint theme with Camden (for 2019). AF noted that Facebook would be a good way to promote the 'This Girl Can' events on the Heath, as it can be targeted to certain demographics (i.e. women living locally).</p> <p><u>Highgate Harriers Night of the 10,000m Personal Bests 2018 event (19 May 2018)</u> – Seb Coe will be attending and event plans are in-hand. At 5pm there will be flyover by 2 Typhoon Jets. The event will be the British trials for the European Athletics Championships.</p> <p><u>Give it a Go (15 July 2018)</u> – the Mayhew (dogs charity) will be attending and the Open Spaces Learning Team are providing support on the day. There will be Croquet sessions at Golders Hill Park between 2-5pm. The Parliament Hill Bowls Club will also be putting on sessions for adults and children at Parliament Hill.</p> <p><u>Trim trail</u> – 3 new pieces of wooden equipment have been installed which focus on upper body strength training. The new equipment has been well used and received by users. PM thanked Camden Council for the grant that funded the new equipment.</p> <p><u>Swimming facilities</u> – The Sauna has been very busy, and income is up on last year. PM the addition of the sauna means more users are swimming longer into the winter season. An additional late evening swimming evening has been added to the summer schedule. Lane swimming will now be available on Monday, Wednesday, Thursday and Friday evenings. PM will contact TAG swimming to discuss sessions for the 2018 summer season.</p>	<p>PM</p>

	<p>EK noted that tickets for the upcoming summer solstice event organised by the Parliament Hill Lido User Group at the Lido were only available to Season Ticket holders.</p> <p>Rugby – ST the men currently have 5 teams. The first team missed out on the title by 1 point and the second and third teams have also performed very well this season. The ladies' first team won their league and the second team came runner up in their league. The first team have decided to stay in their league to consolidate. 260 children attended the last Saturday training session of the year.</p> <p><u>Sports Framework</u> – DG confirmed that data collection from the Clubs has started.</p>	
7.	AOB	
	<p><u>National Cross-Country Championships (24 February)</u> – PM the event went well. Participant numbers were the highest they had been since the last time the event was hosted on the Heath. PM confirmed that he was still following up on the proposal to make Parliament Hill the home of Cross-Country Running. The National Cross-Country Management Committee will be discussing the proposal next week. BW confirmed that the National Cross-Country Management Committee were also surveying runners in relation to the distances run by the men and ladies, and if they should be equal.</p> <p><u>Croquet</u> – a short note was circulated to the group and will be circulated with the minutes of the meeting.</p> <p>EK asked if signage could be put up at the Lido to show the amount of electricity generated by the new PV installation. PM will consider how this may be displayed.</p> <p>PM confirmed that the Lido hallway decorations will be going ahead. The City Surveyors Department are currently sourcing a new paint, which should be more peel resistant.</p> <p>PM signage has been ordered which celebrates the 80th anniversary of the Lido.</p> <p><u>2019 meeting dates</u> – proposals for the 2019 meeting dates will be circulated ahead of the next meeting in September.</p>	<p>PM</p> <p>KR</p>
8.	Date of the next meeting	
	<ul style="list-style-type: none"> Monday 10 September 2018, 6.30pm Parliament Hill meeting room 	

Committee	Dated:
Hampstead Heath Consultative Committee	9 July 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 April 2018.

Recommendations

It is recommended that:

- Members note the contents of this report.

Main Report

Land acquisition

1. The Superintendent will provide an update at the meeting.

Planning

2. The Superintendent will provide an update on the following planning applications:
 - The Water House, Millfield Lane. 2017/3692/P (Granted subject to S106)
 - Parliament Hill William Ellis School 2018/1270/P (Submitted)
 - South Fairground Site (London Borough of Camden enforcement action)
 - North Fairground Site 2017/4346/P (Current)
 - Jack Straws Castle 2017/2064/P (Current)
 - Chester Court, Lissenden Garden 2017/1353/P (Refused)
3. The Superintendent has attended a residents meeting regarding a proposed development at 55 Fitzroy Park and will provide an update at the meeting.

Trees and Oak Processionary Moth

4. As of the 21 June 2018, 441 nests have been identified across 196 trees on Hampstead Heath.
5. A specialist contractor will carry out nest picking and remove in late June and early July. The initial wave of removals will be concentrated on high risk trees, such as those located near to playgrounds and facilities.
6. For comparison, in 2017 a total of 187 nests were removed by a specialist contractor.

Constabulary

7. An update on recent prosecutions is provided below:
 - Byelaw 13 – Cycling, guilty plea, fine £100.00, costs £100.00 and a victim surcharge of £30.00.
 - Byelaw 21 and 23 – Dog Control, guilty plea, fine £133.00. The court withdrew the offence of Byelaw 23 as they felt it was dealt with under Byelaw 21.
 - Byelaw 21 – Dog control, proved in absence, fine £400.00, costs £300.00 and a victim surcharge of £40.00.
 - Byelaw 13 and Byelaw 45, proved in absence, fine £270.00, costs £185.00 and a victim surcharge of £30.00.

City Surveyors Cyclical Work Programme

8. The Superintendent will provide an update on current projects at the Golders Hill Park toilets and the tumulus.

Capital Projects

East Heath Car Park (Divisional Plan Project 2.1)

9. The City Surveyor has applied for Planning Consent from London Borough of Camden. Tendering is underway, subject to affordability and consent works are scheduled to commence autumn 2018.

The Hive (Divisional Plan Project 3.12)

10. A Gateway 7 report was prepared for Project Sub Committee, who agreed the recommendation from Officers to discontinue the project at their meeting on 16 May 2018.
11. A total budget of £200K, to include design fees and construction costs had been approved at Gateway 2. However, following more detailed an analysis of the project requirements, it emerged that the cost for the conversion of the changing rooms was more likely to be £370K to £410K.

12. As this estimate was outside the approved budget and the threshold of the light project route, a decision was taken to not proceed with the project. Therefore, the project has been discontinued and no funds expended.
13. The Superintendent is currently seeking funding for a feasibility study from the City of London Priorities Improvement Pot to consider alternative options to provide additional learning facilities across Hampstead Heath.

Adventure Playground (Divisional Plan Project 3.10)

14. The Superintendent will provide an update at the meeting.

Swimming

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

Benches (Divisional Plan Project 3.9)

16. In the last year 13 benches have been installed. These are a mix of new sponsors and old sponsors who have renewed for a further 10-year period.
17. The installation of a further 25 benches are currently being progressed and the waiting list will remain closed during this time.
18. In the last 18 months, 101 current sponsors have contacted the City of London to update their contact details. This is a result of local media attention.
19. As outlined in the Bench Policy, older benches where sponsor details are not held will be tagged with a small sign requesting the sponsor contacts the City of London. To date 73 benches have been tagged, with sponsors for just over half of these benches subsequently coming forward. A further 45 benches will be tagged next month.
20. 73 benches have been tagged so far, with sponsors of just over half of those having contacted us. A further 45 notices will be put out later this month.

Events

Night of 10,000m Personal Bests

21. On the 19 May 2018 Parliament Hill Athletics track played host to the Night of 10,000m PBs. This year the event for the first time in Britain included the European Cup Team competition. Competitors from 27 nations battled it out to be crowned champions of Europe.
22. The event also incorporated the British Championships and trials for the European Championship, which will take place in Berlin this summer.

This Girl Can

23. Between 10-16 June 2018 free introductory sessions were offered in Tennis, Track and field, Rugby, fencing and fitness to support the National this Girl Can campaign. The sessions were held in partnership and supported by Highgate Harriers, Hampstead Rugby Football Club, England Rugby, Camden Fencing Club, Sport Hackney, British Military Fitness and the Parliament Hill tennis coach.
24. The sessions were promoted by the Clubs involved and on social media by the City of London's Media Team and could be booked via Eventbrite.
25. Over the course of the week 151 girls took part in sessions, as detailed below:
 - Tennis, 10 June 2018 - 12
 - Rugby schools session, 14 June 2018 - 40
 - Rugby, 16 June 2018 - 30
 - Fencing, 16 June 2018 - 11
 - British Military Fitness, 16 June 2018 - 5
 - Track and Field, 16 June 2018 - 18
 - 5k Heath Run, 16 June 2018 - 35
26. Heath Hands also supported this campaign through additional sessions on 13 and 15 June 2018.

Up-coming events

27. Give it a Go! returns to the Heath on Sunday 15 July 2018. The day will be filled with taster sessions in football, athletics and tennis to promote health and wellbeing and will be an enjoyable fun packed day for all the family to enjoy.
28. To celebrate the 80th Anniversary of the Parliament Hill Fields Lido, on Friday 13 July 2018 the Parliament Hill Lido User Group will be hosting a picnic at the Parliament Hill bandstand. Musical entertainment will be provided by Kareem Shabazz & the Ryddim Kings.

Hampstead Heath Ponds Project

29. On the 21 June 2018 the Chartered Institute of Ecology and Environmental Management awarded the Ponds Project 'Highly Commended' in their Best Practice Award for Stakeholder Engagement.

Bob Warnock

Superintendent of Hampstead Heath

T: 020 7332 3322

E: bob.warnock@cityoflondon.gov.uk

Committee(s):	Date(s):
Hampstead Heath Consultative Committee Highgate Wood Consultative Group (via email) Queen’s Park Consultative Group (via email)	9 July 2018 9 July 2018 9 July 2018
Subject: Cyclical Works Programme Bid 2019/20	Public
Report of: The City Surveyor CS: 208/18	For Discussion
<p>Summary</p> <p>This report sets out a provisional list of cyclical projects being considered for the Hampstead Heath, Highgate Wood and Queen’s Park Division in 2019/20 under the umbrella of the “Cyclical Works Programme” (CWP).</p> <p>These proposed works are required to help maintain the operational properties across the Division to a fair to good standard as outlined in the Corporate Asset Management Strategy. The bid list has been compiled from information contained within the Forward Maintenance Plans which are reviewed and updated annually for each property.</p> <p>The bid list has been split into two areas; the Actual List (above the red line) that includes the highest priority projects and a reserve list (below the red line) which includes those projects that should ideally be undertaken but due to limited budgets does not form part of the actual bid list.</p> <p>The draft Actual Cyclical Project List for 2019/20 totals approximately £933,700 and we are seeking Members views on whether the projects in the Actual List and Reserve List reflect the service requirements of the Division.</p> <p>Recommendation</p> <ul style="list-style-type: none"> • Members of the Hampstead Heath Consultative Committee, the Highgate Wood Consultative Group and the Queen’s Park Consultative Group note the report and provide feedback on the provisional list of cyclical projects being considered for the Hampstead Heath, Highgate Wood and Queen’s Park Division in 2019/20. • The views of the Hampstead Heath Consultative Committee, the Highgate Wood Consultative Group and the Queen’s Park Consultative Group be conveyed to the Hampstead Heath, Highgate Wood & Queen’s Park Committee. 	

Main Report

Background

1. The CWP has an annual value of approximately £12m which consists of the Additional Works Programme, Barbican and Guildhall School Capital Cap and additional funding to combat the Bow Wave of backlog maintenance.
2. The level of funding available has increased over the last few years however, each year this has been less than required in the Forward Maintenance Plans.
3. The combined funding for Hampstead Heath, Highgate Wood and Queen's Park over the past three years has been as follows:

Year	Funding
15/16	£1.26 million
16/17	£1.4 million
17/18	£1 million
18/19	£1.1 million

Current Position

4. The Actual List and Reserve List are attached to this report as appendices 1 & 2. Members views are sought in relation to the proposed projects detailed within the 2019/20 programme.
5. A map showing the geographical locations of the proposed projects on the Actual and Reserve Lists is attached at appendix 3.
6. The 2019/20 list has been split into two elements:
 - The Actual List which includes projects that are classed as essential and have been prioritised accordingly.
 - The Reserve List which includes projects that should also be undertaken to help keep the property in a "fair to good" condition, but have less immediate reputational, financial and/or operational impact and risk to operations. Due to budgetary constraints these projects are not likely to be funded in 2019/20 unless savings can be found and thus will be deferred into the "Bow Wave" of operational portfolio cyclical maintenance
7. Essential Projects, to be considered for inclusion within the bid list, are ranked in order of priority according to the following criteria and scoring mechanism.
 - Health, Safety & Security (weighting 5)
 - Asset Performance (weighting 5)

- COL Reputational (weighting 4)
 - Maintaining Income Stream (weighting 4)
 - Client Feedback (weighting 2)
8. The Reserve List is prioritised and therefore if savings have been achieved the CWP Peer Review Panel will assess the projects in order to determine which projects will be taken forward.
9. It should be noted that the provisional list for 2019/20 is subject to a final review prior to presentation to the Corporate Asset Sub-Committee in September 2018 and consideration and approval of the final list by the Resource Allocation Sub-Committee in January 2019.

2018/19 Project Delivery

10. Details of the project delivery for previous years project are listed below:
- Sandy Heath - Toilet Refurbishment £133,500 (Pre-Design Stage)
 - Kenwood Yard Hard standing & drainage - Replacement and alterations, £250k (2017)
 - The Hill Garden Shelter & Belvedere Stairs - Repairs, £300k (2016)
 - Athletics Track, Parliament Hill - Drainage Repairs, £20k (2017)
 - Lido – Roof Replacement £100k (2018)
 - Athletics Track Building – Roof Replacement £95k (2018)
 - Hampstead Heath & Keats House -Boundary Wall Repairs, £50k (2015)
 - Hampstead Heath, various areas - Fencing Replacement, £80k (2018)
 - Golders Hill Park & Parliament Hill Fields - Path Resurfacing, £120K (2016)
 - Heathfield House - Flooring Replacement, £13k (2017)
 - Golders Hill Park & Highgate Wood - External Works & Roofing Replacement Works, £88k (2016)
 - Athletics Track Pavilion & Harriers Hut - Phase 1 Refurbishment; £40k (2016)
 - Parliament Hill Fields & Queen’s Park, Paddling Pools – Refurbishment, £100k (2017)

Key Projects for 2019/20

11. The following projects are of particular note:

- Hampstead Heath - Footpath Overhaul, £100,000
- Lido - Terrace Overhaul, –£80,000
- Sandy Heath Staff Yard – Toilet and Changing Room Refurbishment, £72,000
- Traditional Playground Building – Refurbishment, £34,000

Corporate & Strategic Implications

12. The CWP links to the City Surveyor's Business Plan:

Strategic asset management: We will develop asset management strategies that align Corporate Property Strategy, Investment Property Strategy and risks. We will ensure that we unlock the potential of our property assets in a way that supports the efficient delivery of the Corporate Plan and Service Departments' objectives.

Property assets and facilities management: We will ensure buildings are fit for purpose, sustainable, safe and secure, providing access for all, meeting service needs and community expectations and delivering value for money through enhancing our efficiencies; this includes asset management plans, facilities management including hard (planned and reactive maintenance) and soft services (cleaning, security, etc), cyclical projects and minor improvements and delivery of major capital projects for refurbishments and new builds.

Implications

13. As indicated above, these provisional schedules are based on a preliminary review of the Forward Maintenance Plans and are subject to further evaluation in terms of value and with regard to overall Corporate priorities, including availability of resources, sound asset management and accommodation provisions/arrangements. It will be appreciated that the indicative sums are significant and no commitment to their funding can be implied or guaranteed at this stage.

Conclusion

14. The attached provisional list of work for 2019/20 allows the on-going cyclical repairs and maintenance of the City's Operational estate across the Division.
15. The Members views and support for the draft Actual and Reserve Lists are being sought.

Appendices

- Appendix 1 – Actual List of Cyclical Works Programme 2019/20 Projects
- Appendix 2 – Reserve List of Cyclical Works Programme 2019/20 Projects

- Appendix 3 – Map highlighting the spread of projects for the Programme

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Appendix A - CWP 19/20 - Actual List

Golders Hill Park

Property	Location	Project Title	Cost
Golders Hill Park	Cafeteria and Public Toilets	FIRE ALARM REPLACEMENT (CAFÉ)	£10,000
Golders Hill Park	Cafeteria and Public Toilets	HOT WATER SYSTEM REPLACEMENT (TOILETS)	£4,000
Golders Hill Park	Cafeteria and Public Toilets	ELECTRICAL INTAKE REPLACEMENT (CAFÉ)	£10,000
Golders Hill Park	General	GATES REPLACEMENT (AUTOMATIC)	£10,000
Golders Hill Park	General	FENCING OVERHAUL & DECORATIONS (DEER ENCLOSURE)	£30,000
Golders Hill Park	Staff Yard Complex	DISTRIBUTION BOARD AND SWITCHGEAR (REMAINING COMPLEX) (REMAINING WORKS)	£15,000
Golders Hill Park	Staff Yard Complex	GATES REPLACEMENT (AUTOMATIC)	£15,000

£94,000

Hampstead Heath

Property	Location	Project Title	Cost
Hampstead Heath	General/Infrastructure	DESILTING (ALL PONDS)	£60,000
Hampstead Heath	General/Infrastructure	EMBANKMENT MONITORING	£5,500
Hampstead Heath	General/Infrastructure	RESERVOIR SUPERVISION	£10,000
Hampstead Heath	General/Infrastructure	TEST OF ALL INLET/OUT PIPES & VALVES (PONDS)	£6,000
Hampstead Heath	General/Infrastructure	VALVE REPLACEMENT (ALL PONDS)	£36,000
Hampstead Heath	General/Infrastructure	GATES & BRICKWORK OVERHAUL	£8,000
Hampstead Heath	General/Infrastructure	SURVEY OF REVETMENTS BANKING BY ENGINEER	£3,000
Hampstead Heath	General/Infrastructure	STATUE OVERHAUL & CLEANING	£5,500
Hampstead Heath	General/Infrastructure	FOOTPATH OVERHAUL (PELLINGS)	£100,000
Hampstead Heath	General/Infrastructure	MAIN WATER SUPPLY PIPEWORK REPLACEMENT	£14,500

Hampstead Heath	General/Infrastructure	CORPORATE IMAGE BOARD OVERHAUL	£20,000
Hampstead Heath	General/Infrastructure	FENCING OVERHAUL	£30,000
Hampstead Ponds	Mixed Bathing Pond Complex	JETTY & DECKING OVERHAUL	£10,000
Hampstead Heath	Mixed Bathing Pond Complex	INTAKE CUPBOARD REPLACEMENT	£8,500
Hampstead Heath	Mixed Bathing Pond Complex	LANDLORDS LIGHTING & POWER REWIRE	£6,000
Hampstead Heath	Mixed Bathing Pond Complex	LIGHTING INCL EMERGENCY REPLACEMENT	£7,000
Hampstead Heath	Millfield Lane Toilets	EXTERNAL DECORATIONS	£2,000
Hampstead Heath	Millfield Lane Toilets	INTERNAL DECORATIONS	£2,500
Hampstead Heath	Mens Bathing Pond Toilets	TOILET REFURBISHMENT	£5,000
Hampstead Heath	Kenwood Nursery Cottage	DHWS REPLACEMENT	£2,500
Hampstead Heath	434 A-D Archway Road	DRAINAGE OVERHAUL	£30,000
Hampstead Heath	436 A-D Archway Road	DRAINAGE OVERHAUL	£30,000

£402,000

Highgate Wood

Property	Location	Project Title	Cost
Highgate Wood	General	DRAINAGE OVERHAUL	£30,000
Highgate Wood	General	FOOTPATH RESURFACING	£24,000
Highgate Wood	General	LODGE GARDEN PAVING REPLACEMENT	£2,000
Highgate Wood	The Lodge	ROOF REPLACEMENT	£2,500
Highgate Wood	Equipment Store, Highgate Wood	PHOTOVOLTAIC CELLS CONDITION REFURBISHMENT	£3,000
Highgate Wood	Toilet Block Including Mess Room	INTERNAL DECORATIONS	£3,500

£65,000

Parliament Hill Fields

Property	Location	Project Title	Cost
Parliament Hill Fields	Lido Buildings Complex	TOILETS REFURBISHMENT & OVERHAUL	£29,000
Parliament Hill Fields	Lido Buildings Complex	PAVING & TERRACING OVERHAUL AND REPOINTING (AROUND POOL)	£80,000
Parliament Hill Fields	Athletics' Track Pavilion Complex	ATHLETICS TRACK - SURFACE OVERHAUL & SURVEY	£10,000
Parliament Hill Fields	Athletics' Track Pavilion Complex	SURVEY OF WORKS REQUIRED FOR RETAINING WALLS & PAVING OVERHAUL REPOINTING	£3,000
Parliament Hill Fields	Meadow Lodge	ROOF REPLACEMENT	£12,000
Parliament Hill Fields	Meadow Lodge	RAINWATER GOOD REPLACEMENT	£2,500
Parliament Hill Fields	Meadow Lodge	WINDOW REPLACEMENT	£20,000
Parliament Hill Fields	Cafeteria	FIRE ALARM REPLACEMENT	£10,000
Parliament Hill Fields	Cafeteria	TENANTS LIGHTING & POWER REWIRE	£40,000
Parliament Hill Fields	One O'clock Club Building	FIRE ALARM REPLACEMENT	£2,500
Parliament Hill Fields	The Lodge	RAINWATER GOOD REPLACEMENT	£2,500
Parliament Hill Fields	Traditional Playground Building	REFURBISHMENT	£34,500
Parliament Hill Fields	Staff Yard Building Complex	CRICKET NETS OVERHAUL & REPLACEMENT	£15,000

£261,000

Queens Park

Property	Location	Project Title	Cost
Queens Park	Toilet Block, Incl. Mess Room	REFURBISHMENT	£35,000

£35,000

Sandy Heath and Heath Extension

Property	Location	Project Title	Cost
Sandy Heath and Heath Extension	Staff Yard and Changing Rooms	SHOWER/TOILETS REFURBISHMENT (CHANGING ROOMS)	£72,000

£72,000

Vale of Heath and East Heath

Property	Location	Project Title	Cost
Vale of Health and East Heath	Public Toilets	FLOORING OVERHAUL	£3,500
Vale of Health and East Heath	Public Toilets	WATER HEATER REPLACEMENT	£1,200

£4,700

Appendix B - CWP 18/19 - Reserve List

Golders Hill Park

Property	Location	Project Title	Cost
Golders Hill Park	General	GATES OVERHAUL (MANUAL) (1No.)	£7,000
Golders Hill Park	Staff Yard Complex	FLOORING REPLACEMENT	£18,000
Golders Hill Park	General	WATER MAINS/DRAINS REPLACEMENT	£12,000
Golders Hill Park	Cafeteria and Public Toilets	LANDLORDS LIGHTING & POWER REWIRE (CAFÉ)	£10,000
Golders Hill Park	Cafeteria and Public Toilets	LIGHTING INC EMERGENCY LIGHTING REPLACEMENT (CAFE)	£7,000
Golders Hill Park	Cafeteria and Public Toilets	LIGHTING INC EMERGENCY LIGHTING REPLACEMENT (TOILETS)	£5,000
Golders Hill Park	Bandstand	LANDLORDS LIGHTING & POWER REWIRE	£7,000
Golders Hill Park	Shelter and Garages	LANDLORDS LIGHTING & POWER REWIRE	£3,500
Golders Hill Park	Shelter and Garages	LIGHTING REPLACEMENT	£2,500
Golders Hill Park	Staff Yard Complex	LIGHTING (INCL EMERGENCY LIGHTING) REPLACEMENT (GREENHOUSE)	£8,000
Golders Hill Park	Staff Yard Complex	LIGHTING (INCL EMERGENCY LIGHTING) REPLACEMENT (STAFF BOTHY)	£17,000
Golders Hill Park	Staff Yard Complex	LIGHTING (INCL EMERGENCY LIGHTING) REPLACEMENT (STAFF OFFICE)	£20,000
Golders Hill Park	Staff Yard Complex	LIGHTING (INCL EMERGENCY LIGHTING) REPLACEMENT (WORKSHOP & STORES)	£10,000
Golders Hill Park	1 & 2 Golders Hill Houses	BRICKWORK REPOINTING	£3,000
Golders Hill Park	Staff Yard Complex	EXTERNAL DECORATIONS (WORKSHOPS & STORES)	£3,500

Golders Hill Park	Deer Shelters and Huts	EXTERNAL DECORATIONS	£2,000
Golders Hill Park	Staff Yard Complex	DOORS DECORATION (GREENHOUSE)	£3,500
Golders Hill Park	Staff Yard Complex	INTERNAL DECORATIONS (BOTHY)	£5,000
Golders Hill Park	Staff Yard Complex	INTERNAL DECORATIONS (MAIN OFFICE/STORES)	£4,000
Golders Hill Park	Tennis Booking Hut and Shelter	INTERNAL DECORATIONS	£1,500
Golders Hill Park	Shelter and Garages	DECORATIONS	£2,000

£151,500

Hampstead Heath

Property	Location	Project Title	Cost
Hampstead Heath	General/Infrastructure	LODGE GARDEN PAVING & FENCING OVERHAUL	£3,000
Hampstead Heath	Heathfield House Complex	ROOF OVERHAUL	£10,000
Hampstead Heath	434 A-D Archway Road	FIRE ALARM REPLACEMENT	£10,000
Hampstead Heath	Heathfield House Complex	RAINWATER GOODS REPLACEMENT	£14,500
Hampstead Heath	434 A-D Archway Road	RAINWATER GOODS REPLACEMENT	£7,000
Hampstead Heath	436 A-D Archway Road	RAINWATER GOODS REPLACEMENT	£7,000
Hampstead Ponds	Mens Bathing Lifeguards Hut	LANDLORDS LIGHTING & POWER REWIRE	£2,000
Hampstead Ponds	Mens Bathing Life Buoys	INTERNAL DECORATIONS	£3,000
Hampstead Ponds	Mens Bathing Lifeguards Hut	EXTERNAL & INTERNAL DECORATIONS	£3,000
Hampstead Ponds	Mens Bathing Pond Toilets	INTERNAL DECORATIONS	£1,200
Hampstead Ponds	Mixed Bathing Pond Complex	INTERNAL DECORATIONS	£1,200
Hampstead Ponds	Football Field Shelter No. 11	DECORATIONS	£1,200

£63,100

Highgate Wood

Property	Location	Project Title	Cost
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Highgate Wood	Equipment Store, Highgate Wood	LANDLORDS LIGHTING & POWER REWIRE	£1,200
Highgate Wood	Education Hut	PHOTOVOLTAIC CELLS CONDITION REFURBISHMENT	£3,000
Highgate Wood	The Pavilion	INTERNAL DECORATIONS (EXCLUDES CAFE)	£4,000
Highgate Wood	Education Hut	INTERNAL DECORATIONS	£3,500

£11,700

Kenwood

Property	Location	Project Title	Cost
Kenwood	General	FENCING	£10,000
Kenwood	General	GOODISON FOUNTAIN CLEANING & REPOINTING	£3,000
Kenwood	General	SURVEY - KENWOOD YARD	£6,000
Kenwood	Constabulary Building	INTERNAL DECORATIONS	£2,500
Kenwood	Nursery Cottage	BOILER REPLACEMENT	£10,000
Kenwood	Garage Stores	EXTERNAL DECORATIONS	£2,500
Kenwood	Garage Stores	INTERNAL DECORATIONS	£2,500

£36,500

Parliament Hill Fields

Property	Location	Project Title	Cost
Parliament Hill Fields	Staff Yard Building Complex	FLOORING REPLACEMENT	£2,500
Parliament Hill Fields	Staff Yard Building Complex	LANDLORDS LIGHTING & POWER REWIRE	£30,000
Parliament Hill Fields	Staff Yard Building Complex	LIGHTING REPLACEMENT	£8,500
Parliament Hill Fields	Meadow Lodge	FENCING OVERHAUL	£4,000
Parliament Hill Fields	Bowling Green Mens Pavilion	LANDLORDS LIGHTING & POWER REWIRE	£7,000
Parliament Hill Fields	PH-Bandstand	LANDLORDS LIGHTING & POWER REWIRE	£2,500
Parliament Hill Fields	One O'clock Club Building	LANDLORDS LIGHTING & POWER REWIRE	£6,000

Parliament Hill Fields	One O'clock Club Building	LIGHTING REPLACEMENT	£3,500
Parliament Hill Fields	Football Changing Rooms & RSPB Project Centre "The Hive"	FENCING REPLACEMENT	£3,000
Parliament Hill Fields	General	PATH RESURFACING	£12,000
Parliament Hill Fields	Meadow Lodge	SECURITY ALARM REPLACEMENT	£1,200
Parliament Hill Fields	Tennis Courts Booking Hut	WINDOWS/DOOR OVERHAUL	£1,000
Parliament Hill Fields	Meadow Lodge	LANDLORDS LIGHTING & POWER REWIRE	£15,000
Parliament Hill Fields	Staff Yard Building Complex	EMERGENCY LIGHTING REPLACEMENT	£3,500
Parliament Hill Fields	Adventure Playground Building	REFURBISHMENT	£21,000
Parliament Hill Fields	One O'clock Club Building	EMERGENCY LIGHTING REPLACEMENT	£4,000
Parliament Hill Fields	Playground Staff Toilet and Shelter	FLOORING REPLACEMENT	£1,200
Parliament Hill Fields	Staff Yard Building Complex	INTERNAL DECORATIONS	£12,000
Parliament Hill Fields	Athletics' Track Pavilion Complex	FENCING DECORATION	£5,000
Parliament Hill Fields	Playground Staff Toilet and Shelter	KITCHEN REFURBISHMENT	£2,500
Parliament Hill Fields	Athletics' Track Pavilion Complex	FIRST AID HUT INTERNAL DECORATIONS	£1,200
Parliament Hill Fields	Playground Staff Toilet and Shelter	INTERNAL DECORATIONS	£1,200

£147,800

Queens Park

Property	Location	Project Title	Cost
Queens Park	Bandstand, Queens Park	LANDLORDS LIGHTING & POWER REWIRE	£1,200
Queens Park	General	CORPORATE IMAGE BOARDS DECORATION	£2,500
Queens Park	Mess Room and Stores	INTERNAL DECORATIONS	£3,000
Queens Park	Mess Room and Stores	KITCHEN REFURBISHMENT	£6,000

£12,700

Sandy Heath and Heath Extension

Property	Location	Project Title	Cost
Sandy Heath and Heath Extension	Public Toilets and Store	ROLLER SHUTTERS OVERHAUL (MANUAL)	£1,500
Sandy Heath and Heath Extension	Staff Yard and Changing Rooms	EXTERNAL DECORATIONS	£6,000
Sandy Heath and Heath Extension	Staff Yard and Changing Rooms	INTERNAL DECORATIONS	£42,000
Sandy Heath and Heath Extension	Staff Yard and Changing Rooms	INTERNAL DECORATIONS	£6,000
Sandy Heath and Heath Extension	Staff Yard and Changing Rooms	RAINWATER GOODS OVERHAUL	£9,500
			£65,000

Vale of Heath and East Heath

Property	Location	Project Title	Cost
Vale of Heath and East Heath	The Round House East Heath	EXTERNAL DECORATIONS	£2,000
			£2,000

West Heath

Property	Location	Project Title	Cost
West Heath	General	SIGNS REPLACEMENT	£1,200
West Heath	Hill Garden/Shelter	INTERNAL DECORATIONS	£2,500
West Heath	Pergola Shelter and Store	REBUILD HILL GARDEN WALL	£12,000
West Heath	Pergola Shelter and Store	STORE - DECORATIONS TO ENTRANCE & LOBBY	£3,500
			£19,200

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Welcome to Hampstead Heath

Sandy Heath and Heath Extension:
1 project
£72,000

Golders Hill Park:
7 projects
£94,000

West Heath:
No projects
Scheduled

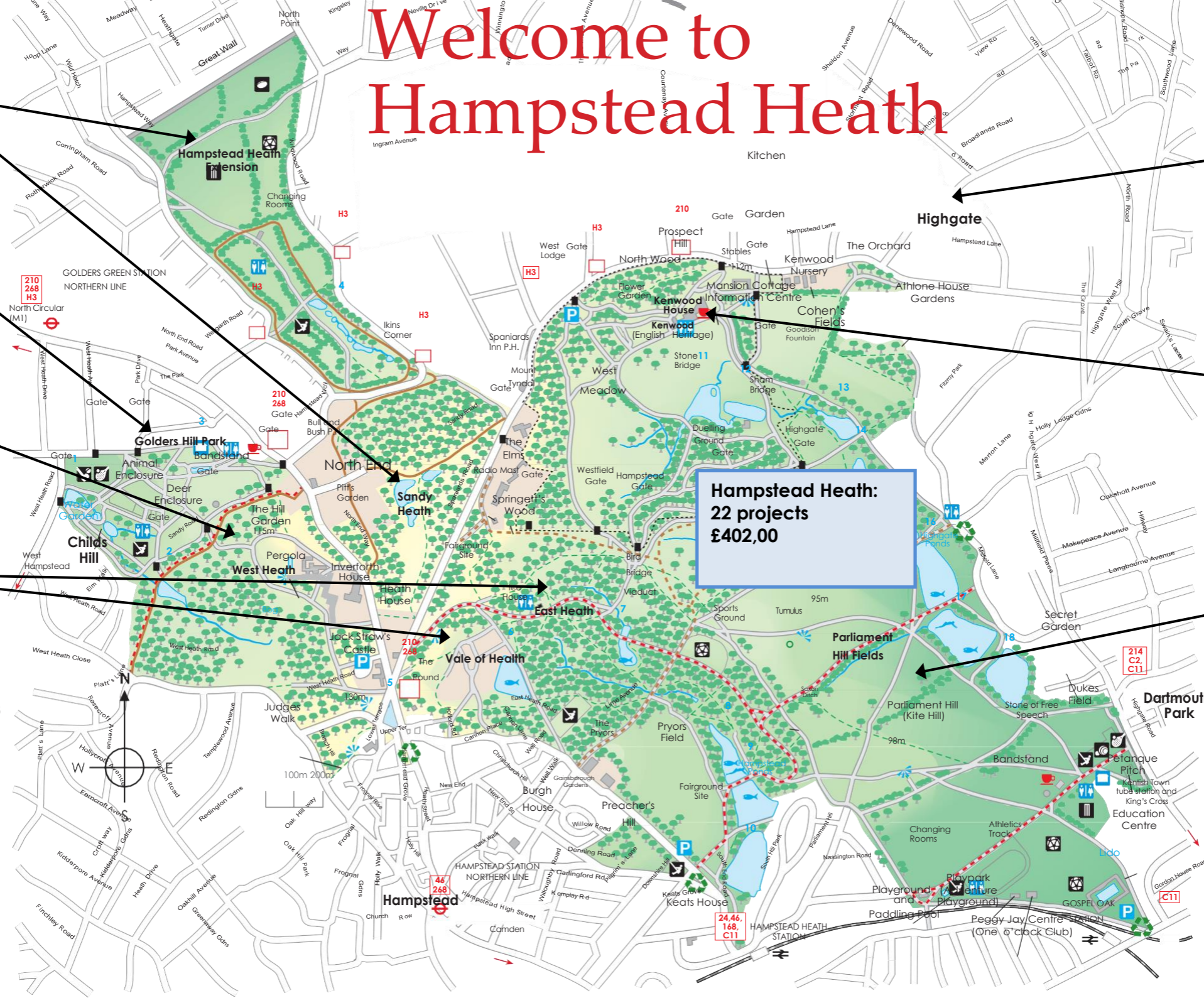
Vale of Heath and East Heath:
2 projects
£4,700

Highgate:
6 projects
£65,0

Kenwood:
No projects
scheduled

Hampstead Heath:
22 projects
£402,00

Parliament Hill Fields:
13 projects
£261,000



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Committee:	Date:
Hampstead Heath Consultative Committee	9 July 2018
Subject:	Public
Hampstead Heath Site Specific Events Policy Part Two	
Report of:	For Discussion
Superintendent of Hampstead Heath	
Report Author:	
Bob Warnock – Open Spaces Department	

Summary

The City of London Corporation (Open Spaces) Act 2018 received Royal Assent on 15 March 2018, and requires the development of an Events Policy for each of the City Corporation’s Open Spaces.

Hampstead Heath, in common with many of the City Corporation’s Open Spaces, has a long tradition of events, spanning back to the 18th Century when bank holiday fairs were a major attraction attracting large crowds to the Heath. Nowadays, the Heath hosts over 100 events a year, including community, charitable and commercial events that range from fun fairs, cross-country running and sporting competitions to cultural, health and wellbeing and entertainment events.

An overarching Departmental Policy (Part One) has been adopted, and the Hampstead Heath Site-specific Events Policy (Part Two) will sit below this document. This will ensure that events are consistently managed across the Department; and that individual events are considered against the impact they may have on a specific Open Space. Some of the areas managed by the City Corporation Open Spaces have enhanced environmental protection, and consideration must be given to ensuring disruption in these areas is minimised. The updated final draft of the Site-specific Events Policy (Part Two) for Hampstead Heath is appended to this report (see Appendix 2).

Recommendations

It is recommended that:

- Members give feedback in relation to the final draft Events Policy (Part Two) for Hampstead Heath (Appendix 2) and in particular, section 6 which sets out thresholds for consultation and approvals.
- The views of the Hampstead Heath Consultative Committee be conveyed to the Hampstead Heath, Highgate Wood & Queen’s Park Committee at their meeting on 5 September 2018.

Main Report

Background

1. A first draft of the Hampstead Heath Site-specific Events Policy (Policy) was discussed with Members of the Hampstead Heath Consultative Committee at their meeting on 16 April 2018.
2. Following feedback received from Members at the meeting and further input from the Comptroller and City Solicitor and the Hampstead Heath Events Advisory Group, the draft Policy has been finalised.

Current Position

3. A record of the changes made to the draft final Policy since Members discussed it at their meeting on 16 April 2018 has been attached at (see Appendix 3).
4. Members should note that additional legislation that applies to the Heath around events, activities, exhibitions, etc has been added to Section 3 – Legislative Background. Although, an Events Policy is only required for events held under the provisions of the City of London Corporation (Open Spaces) Act 2018, for ease of use and consistency, the guidance in this Policy has been produced to cover all relevant events on the Heath, irrespective of which statutory enabling power is being relied upon.
5. Members should note that the draft final Policy for Hampstead Heath includes a key variation from the Open Spaces Departmental Events Policy (Part One) for the scale of event applications that the Superintendent has authority to approve. Where the Open Spaces Departmental Events Policy (Part One) states Superintendents have authority to approve events which have up to 5,000 participants and a maximum duration of 2 days, the draft final Policy for Hampstead Heath reduces the Superintendent's authority to approve events which have up to 2,000 participants. For events of over 2,000 participants and/or of 3 or more days duration, Committee consultation and approval will be sought.
6. The draft final Policy sets out a procedure that is consistent with the governance model for Hampstead Heath whereby the Hampstead Heath Consultative Committee (HHCC) will be consulted prior to seeking the approval of the Hampstead Heath, Highgate Wood and Queen's Park Committee (HHHWQPC). In addition, the Superintendent may choose to consult with the HHCC on any event application, irrespective of scale, particularly in considering applications for events that are unprecedented or unusual.
7. At the HHCC meeting in 16 April it was suggested by some Members that the scale of event that may be authorised by the Superintendent ought to be further reduced to a maximum of 500 attendees. The various alternative options that have been proposed by Members are attached in appendix 3.

Proposals

8. The Superintendent is seeking Members comments and feedback on the revised draft final Policy, attached as Appendix 2.
9. The Superintendent is seeking Members' comments and feedback in relation to Section 6 which sets out procedures for decision-making and approvals. In particular, Table 1, which sets out proposed thresholds for event scale, approval and timeframes for applications. Options for these thresholds are included in Appendix 3 along with a summary of key changes to the Policy since the previous draft was reviewed by this Committee.
10. However, taking account of the duration for 'Large' Events, the Superintendent believes that the majority of events falling into the 'Medium' or 'Large' categories will require consultation with the HHCC when taking account of the duration criteria. Therefore, the Superintendent's proposes retaining the threshold for 'Large' Events at 2,001 - 5,000.
11. For events that have previously been held on the Heath, it is proposed that a transition period of 12 months will apply to facilitate the transition to the new arrangements set out in the proposed Policy. The procedures set out in this Policy will become effective immediately for applications for new events received following the date of its approval by the Hampstead Heath, Highgate Wood and Queen's Park Committee.

Consultation and Committee process

12. A Hampstead Heath Events Advisory Group, comprising of representatives of the HHCC and HHHWQPC have been involved in the development of this draft final Policy.

Corporate & Strategic Implications

13. This draft final Policy contributes towards the achievement of the three aims set out in the City of London Corporate Plan 2018-23. Contribute to a flourishing society (1-4), Support a thriving economy (5) and Shape outstanding environments (9-12).
14. The draft final Policy also meets the three objectives and outcomes set out in the Open Spaces Business Plan 2018-19 (a) Open spaces and historic sites are thriving and accessible, (b) Spaces enrich people's lives and (c) Business practices are responsible and sustainable.

Financial

15. The scale of hire and other charges for events will be discussed with the HHCC at their meeting in October 2018 and will form part of the Fees & Charges for Hampstead Heath. These charges are intended to recover costs incurred for administration and consideration of the event by Officers and other services provided to facilitate an event. In addition to cost recovery, the charging policy for events will raise revenue for re-investment into the maintenance and upkeep

of the Heath, where appropriate. Following approval, the Schedule of fees and charges for Hampstead Heath will apply to events from 1 April 2019.

Environmental

16. The number, type, frequency and location will be considered for every application for an event to ensure the ecology and environment of the location is not harmed. Seasonality and special designations may restrict events in some locations. The Heath Ecologists and Arboriculturalists will be consulted as part of the application assessment process.

Reputation

17. The careful assessment of event requests through a clear and consistent policy approach should ensure fairness consistency and equality of access. A clear requirement for event managers to apply the appropriate legislative and licensing regimes, which will increase the likelihood of events being run safely and professionally.

Property

18. If events are to be permitted on the Heath, they should be governed by suitable licence terms to ensure that the City of London is suitably indemnified and that consent to use represents best value according to the charitable operating requirements.

Conclusion

19. The City Corporation frequently receives applications to hold events on the Heath. This draft Policy will establish a fair and transparent system for assessing event applications and for regulating the type, location and frequency of events that are permitted.

Appendices

- Appendix 1 – Open Spaces Departmental Events Policy Part One
- Appendix 2 – Draft Open Spaces Departmental Events Policy Part Two: Hampstead Heath
- Appendix 3 – Log of changes and Options for Event Scale

Background Paper

Hampstead Heath Site Specific Events Policy - Part 1 & Part 2. 16 April 2018.

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Appendix 1



Open
Spaces

Registered Charity

Open Spaces Departmental Events Policy [Part One]

Contents

1. Policy Statement.....	3
2. Aims.....	3
3. Definitions and Scope.....	3
4. Legislative context.....	5
5. Events covered by this policy.....	6
6. Event Locations.....	6
7. Requirements for event organisers.....	7
Environmental protection.....	7
Character of the local environment.....	7
Amenity Impact.....	7
Community benefit.....	7
Health & Safety.....	7
8. Events that are not allowed.....	8
9. How we make decisions.....	8
Officer Event Group.....	8
Event application form.....	8
Event management plan.....	8
Things we consider.....	10
Local authority approvals.....	10
10. Charges for Events.....	10
Application fee.....	11
Refundable damage deposit.....	11
Hire costs.....	11
Cancellation.....	11
11. Event organiser's performance.....	12
12. OPEN SPACES EVENTS POLICY PART TWO.....	12

1. Policy Statement

1.1. The City of London Corporation holds in trust and manages a number of Open Spaces around London and beyond. Many of them have a long history of hosting events. The Open Spaces covered by this policy (see Definitions and Scope) are managed as charitable trusts. The main charitable objectives of these trusts are:

- The preservation of the open space
- The provision of recreation and enjoyment of the public

2. Aims

2.1. This Events Policy has been developed to:

- Provide a framework for making decisions about staging events at the City of London's Open Spaces
- Assist event organisers in understanding the decision-making process when considering an application to hold an event
- Meet the City of London's statutory obligations and charitable objectives to preserve its open spaces and to provide recreation and enjoyment, and to meet the specific requirements of the City of London Corporation (Open Spaces) Act 2018
- Facilitate events which are appropriate to the character of the open spaces and are high quality, safe and environmentally sustainable; and facilitate engagement, recreation and enjoyment for local communities and other Open Space users taking account of the views of stakeholders
- Ensure that events held are well planned and have comprehensive and appropriate environmental protection measures in place

3. Definitions and Scope

3.1 Terms of reference

City of London, also referred to as "the City"	The City of London Corporation
Site	"Site" is used to refer to each particular Open Space within the scope of this policy
Location	"Location" refers to specific locations or areas within the Site.
Open Spaces	"Open Spaces" is used to refer collectively to all the Sites within the scope of this policy.

Event	<p>This policy applies to all events proposed to be held on the Open Spaces, except where specifically excluded (see section 'Events covered by this policy')</p> <p>Events controlled by this policy usually include the setting aside of a particular area, the provision of facilities or infrastructure.</p>
Superintendent	<p>The Superintendent is the Senior Officer responsible for the management of each of the Sites. The Superintendent has been delegated authority by the City to authorise 'events and entertainments'. The Officer Event Groups will make recommendations to the Superintendent or Committee for the approval or refusal of events.</p>
Committee	<p>The City of London operates a Committee System of elected Members. Each Open Space has a Committee responsible for its management and the relevant Committee will consider applications for large or unusual events on the Sites it is responsible for (see section 'How we make decisions').</p>
Officer Event Group (OEG)	<p>Event applications will be considered by an Officer Event Group (OEG) at each Site. The OEG includes relevant officers from the Site. The OEG considers event applications and makes recommendations to either the Superintendent or the Committee in accordance with this policy.</p>

3.2 Scope of policy

This policy applies to the 12 Open Space Sites managed by the City of London, located outside of the City of London local authority area known as the Square Mile, which are managed as charitable trusts. These are:

- 1) Ashtead Common
- 2) Burnham Beeches & Stoke Common
- 3) Coulsdon Common
- 4) Epping Forest and Epping Forest Buffer Land
- 5) Farthing Downs
- 6) Hampstead Heath including Golders Hill Park and the Heath Extension
- 7) Highgate Wood
- 8) Kenley Common
- 9) Queen's Park
- 10) Riddlesdown
- 11) West Ham Park
- 12) West Wickham and Spring Park

3.3 It is intended that this Departmental Events Policy will be reviewed after 12 months.

4. Legislative context

- 4.1 There is a variety of legislation pertaining in the management of the City's Open Spaces. Many of the Sites have specific founding legislation which sets out the City's powers and duties. The Site-specific policy contained within Part Two reflects the particular legislative context and requirements for each Site.
- 4.2 The City of London promoted the City of London Corporation (Open Spaces) Act 2018 within Parliament. This Act makes additional provision for events, subject to a suitable events policy being in place.

- 4.3 Section 7 of the City of London Corporation (Open Spaces) Act says:

In this section "event" means—

- (a) a ceremony, celebration, entertainment or similar occasion; or*
 - (b) a conference, an exhibition or the making of a film.*
- (2) The Corporation may—*
- (a) temporarily use or permit others to use land (including buildings) forming part of an open space for the purposes of an event;*
 - (b) provide, or arrange for another person to provide, equipment, facilities or services for the purposes of an event;*
 - (c) so far as appears to the Corporation to be necessary in connection with an event, restrict or authorise others to restrict access temporarily to an area of land forming part of the open space; and*
 - (d) charge for permission or provision given or made under paragraph (a) or (b) or charge or authorise others to charge for admission to an area to which access is so restricted.*
- (3) The Corporation must exercise the powers in subsection (2) having regard to a policy concerning the exercise of the powers prepared by the Corporation in consultation with such persons or bodies as it thinks appropriate (which must include any committee or group established by statute for the purpose of consultation about the management of the open space).*
- (4) The policy must, in particular, contain provision—*
- (a) requiring that—*
 - (i) in deciding whether, and on what terms, to permit an event under subsection (2), the Corporation must have regard to the character and local environment of the open space (or the part of the open space in which the event is to take place); and*
 - (ii) such an event (whether individually or taken with other events) does not cause material injury to the amenity of the open space or significant impairment to the public enjoyment of the open space; and*
 - (iii) in relation to land to which the London Government Reorganisation (Hampstead Heath) Order 1989 applies, any structure erected is not on a part of the land which is unbuilt on; and*
 - (b) limiting the frequency and duration of events in the open space.*

5. Events covered by this policy

- 5.1 This policy applies to all events which are held on the City's Open Spaces where the permission or assistance of the City is required to facilitate it.
- 5.2 As a general guide, this policy does not apply to informal gatherings which take place on our spaces. However, if event organisers are planning an activity which requires additional facilities, infrastructure, may interfere with public use of the site, involve things which would otherwise be a breach of Open Space byelaws (such as the erection of structures), or go beyond the ordinary recreational use of an Open Space then it is likely that an application and decision would need to be taken in accordance with this policy.
- 5.3 There are a number of activities which are excluded from the scope of this policy, because they are dealt with under separate arrangements, specifically:
- Weddings and civil partnership ceremonies
 - Filming and photography
 - Sports activities attracting less than 500 people on dedicated sporting facilities and/or with limited infrastructure requirements, or covered by the sports licensing arrangements e.g. personal training, group exercise classes, fun runs.
- 5.4 Further details of these can be found on www.cityofLondon.gov.uk
- 5.5 If you are in any doubt whether you need to apply before arranging an event, please contact the relevant Site (www.cityoflondon.gov.uk)

6. Event Locations

- 6.1 The nature of the City of London's Open Spaces means that each Site has limits in terms of the location, number, size and scale of the events they can accommodate. This is to ensure that the City's duties of preservation are respected, and in particular that there is no material injury to the amenity of the Open Space or significant impairment to the public enjoyment of the Open Space. The locations in which events may be permitted are specified together with the maximum frequency, duration and capacity in the Site-specific policies contained within Part Two of this policy.
- 6.2 Events proposed outside of the specified locations, or which exceed or contribute to a cumulative exceeding of the limits set out in the Site-specific policies, will be likely to be refused.
- 6.3 It is intended that the Site-specific policies will be reviewed by the relevant Committees every three years.

7. Requirements for event organisers

- 7.1 Events must, in the judgement of the Committee or Superintendent approving them:
- Be appropriate to the character and local environment of the Open Space (or part of the Open Space in which the event is to take place)
 - Not cause material damage to the amenity of the Open Space
 - Not significantly impair the public enjoyment of the Open Space
 - Be in accordance with the Site-specific policy
 - Benefit users of the Open Space or the space itself

Environmental protection

- 7.2 Events must not cause material damage to the ecology, landscape, fauna and flora of the Site.
- 7.3 The Site-specific policies contained within Part Two include restrictions on the location, duration, frequency and timing of events in order to protect the environment of the Sites. Before making a recommendation, the Officer Event Group will consider whether the proposals are in accordance within this policy and whether any additional protections are required.

Character of the local environment

- 7.4 Events must be appropriate to the character and environment of the area in which they take place.

Amenity Impact

- 7.5 Events (whether individually or taken with other events) which are held at each Site must not cause material injury to the amenity of the Open Space or significant impairment to the public enjoyment of the Open Space. Before making a recommendation, the Officer Event Group will consider the event proposed in accordance with the Site-specific policy and the cumulative impact of the events programme for the relevant period.

Community benefit

- 7.6 Events held on the Open Spaces must benefit the local community or other users of the Open Space concerned. In most cases this benefit will be derived through the opportunity to attend the event. On those occasions where an event takes place which has limited or no public access, an additional fee may be levied in order to support maintenance of the Site and the provision of services and facilities for the benefit of the public.

Health & Safety

- 7.7 The wellbeing, health, safety and security of those attending an event, or working or volunteering at an event, are paramount. The event organisers must provide details of their proposals to ensure this.

7.8 Event organisers will need to demonstrate these requirements through their application form and event management plan.

Re-instatement Bond

7.9 Event organisers will need to provide a deposit (see section 10) which will act as a bond to cover the cost of any reinstatement works.

8. Events that are not allowed

8.1 Requests for the following types of events will be refused:

- Political campaigns or rallies
- Events which could be damaging to community relations
- Events associated with extremist organisations or proscribed organisations
- Events which are considered discriminatory or offensive
- Illegal activities
- 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
- Events which could cause damage to the reputation of the City of London Corporation
- Events which could involve operations likely to damage the Sites of Special Scientific Interest (SSSI)

9. How we make decisions

Officer Event Group

9.1 Each Site has an Officer Event Group which considers applications for events in the first instance. The frequency of their meetings is detailed within the Site-specific policies which forms Part Two of this policy. The Officer Event Group will make decisions and recommendations to the Superintendent or Committee (as appropriate) based on the event applications forms, event management plans and their compliance with this policy.

Event application form

9.2 An event application form is provided in Part Two of this policy. All relevant sections of the form must be completed by the event organiser. The information provided will be used by the relevant Officer Event Group to determine what approval process to follow, what the event organisers must do and what charges will be made.

Event management plan

- 9.3 Event organisers must develop and submit an event management plan. This plan together with the application form must demonstrate that each of the requirements within this policy will be met.

Things the Officer Event Group consider

- 9.4 Before making a recommendation, the Officer Event Group will look at the information provided in the application form and the event management plan. They will also consider:
- Whether the event is appropriate to the character and local environment of the Open Space or Site.
 - The potential for and extent of material damage to the amenity of the Open Space
 - Any potential to damage the Sites of Special Scientific Interest (SSSIs)
 - The potential for and extent of impairment to the public enjoyment of the Open Space
 - Whether the event complies with this policy and the relevant Site-specific policy
 - Whether the event is suitable for the Site location proposed
 - Whether the event clashes with any other events or activities
 - Whether the time of year is appropriate
 - Whether there is sufficient lead-in time
 - Whether the event would conflict with any restrictive covenants, byelaws or statutory provisions applicable to the Site
 - Whether appropriate arrangements have been made for wellbeing, health & safety, security, public liability insurance, stewarding and the provision of first aid
 - Whether arrangements for local authority licences have been made
 - Capability of the organiser
 - Any environmental impact outside the Site (e.g. noise nuisance)
 - Benefit to the local community or other users of the Site and/or to the charitable objectives of the Site
 - The event organisers performance in previous years.
 - The event organisers experience in running an event of a similar type and scale
 - Whether the event is not permitted in accordance with Section 8 – “Events which are not allowed” of this policy
- 9.5 Feedback will be provided to event organisers if the arrangements proposed are insufficient or require amendment. Events which do not meet the required criteria will be refused. The Superintendent or Committee may require event organisers to comply with particular conditions.

Approval process

- 9.6 Site specific policies will categorise events based on anticipated participant numbers and duration (including set up/set down times) as appropriate for each Site. These are contained in Part Two; Site specific policies.
- 9.7 Superintendents have authority to approve events which have up to 5,000 participants and a maximum duration of 2 days. For events of over 5,000 participants and/or of 3 or more days duration, approval will be sought from the relevant Committee. In addition, there may be exceptional circumstances when an application is received which is in some way contrary to an element of this policy but has a high level of benefit to the community or Site. In such a case, the Superintendent may refer such a decision to the appropriate Committee.
- 9.8 The time required to make determinations vary according to the scale of the event proposed. These are included with the Site-specific policies contained in Part Two. Event organisers must ensure they have allowed sufficient time for the application to be considered.

Local authority approvals

- 9.9 A licence (or Temporary Event Notice) from the local authority may be needed for some events. Further information is available from <https://www.gov.uk/licence-finder>
- 9.10 Applying for this licence and any other consents that may be required is the responsibility of the event organiser. Event organisers will need to familiarise themselves with the local authority licensing process, timescale and charges as part of their event planning. Failure to be granted any necessary licence or consent will result in the event being refused permission by the City of London.

Insurance

- 9.11 The City of London requires as a minimum £2 million public liability insurance, evidence of which must be provided by the event organiser, prior to the event. The level of cover may increase up to £10million, subject to the nature, scale, complexity and risk of the event.

10. Charges for Events

- 10.1 The holding of events gives rise to costs for the charitable funds from which the City manages the Open Space. These costs arise from administration, staff support, works which are required to facilitate the event and any required remediation works. Event organisers will generally be expected to meet the full costs associated with their event, although this requirement may be relaxed for events that are considered to provide strong benefits for the Site or its users and which are held on a non-profit basis.

- 10.2 For events involving an element of profit, or which are considered to provide limited benefit for the Site or its users, a hire fee may be charged in addition to cost recovery, in order to ensure wider benefit for the Site.
- 10.3 The Officer Event Group will estimate the costs associated with an event and will propose the charge to be made, subject to the approval of the Superintendent or Committee as appropriate.

Application fee

- 10.4 A non-refundable application fee will be charged for all event applications. This fee is charged to cover the costs of determining event applications.

Refundable damage deposit

- 10.5 A damage deposit may be required, in advance, for each event. The type and size of the event and consideration of any potential remediation works will be relevant to the deposit required. The deposit will be held as a bond and used to fund any remediation works required and any additional costs incurred by the City of London for which the event organiser did not pay a charge.
- 10.6 The costs of any remediation works will be deducted from the deposit before it is returned. Should the deposit not be sufficient to pay for the remediation works or additional costs incurred by the City, the event organisers will remain liable for additional costs.

Hire costs

- 10.7 Costs associated with holding events are set out more fully within the Site-specific policies. Costs for staff time are based on full cost recovery.
- 10.8 Days associated with set up and set down will be charged for, in order to offset the loss of amenity for that period.
- 10.9 A holding deposit is included within the hire costs to secure a Site location on a specific day. Late cancellation may forfeit this deposit.

Cancellation

- 10.10 Where an event is cancelled by the organisers within the agreed cancellation period, the event holding deposit minus any costs incurred by the City will be refunded. No refunds will be given for any cancellations after the agreed cancellation period, and the City of London will be entitled to recover any additional costs incurred.
- 10.11 The City of London has the right to cancel an event, on its own authority or the advice of the Police or another appropriate authority. Examples of the reasons why the City may cancel an event in advance or during the event include:
- An emergency situation has arisen

- The event organiser has not complied with their event management plan
- The event does not have the required licences or insurances
- The charges including the deposit have not been paid / payment cleared in advance of the event
- The event is unsafe
- The weather is or is forecast to be very poor or extreme and will impact on the Site conditions
- The ground conditions are poor or unsuitable

10.12 In cases where an event is cancelled on the advice of the police, any other appropriate authority or for any of the reasons mentioned above, the City will not be liable for any fees, costs or damages incurred.

10.13 Cancellation periods are set out for different types of events within the Site-specific policies.

11. Event organiser's performance

11.1 Officers will monitor and review the performance of the event organiser throughout the event planning stages and delivery. Notes will be made where an event organiser has performed poorly so that this can be considered should future event applications be received.

12. PART TWO – Site Specific Policies

12.1 Please see separate document. This includes the events application form. It applies to Site specific policies:

- 1) Ashtead Common
- 2) Burnham Beeches & Stoke Common
- 3) Coulsdon Common
- 4) Epping Forest and Epping Forest Buffer land
- 5) Farthing Downs
- 6) Hampstead Heath including Golders Hill Park and the Heath Extension
- 7) Highgate Wood
- 8) Kenley Common
- 9) Queen's Park
- 10) Riddlesdown
- 11) West Ham Park
- 12) West Wickham and Spring Park

Appendix 2



Open
Spaces

Registered Charity

Open Spaces Departmental Events Policy Part Two: Hampstead Heath

Contents

1. Policy Statement	3
1.1. Scope	3
2. Introduction	4
3. Legislative background.....	4
3.1. Hampstead Heath legislative framework.....	4
3.2. City of London Corporation (Open Spaces) Act 2018.....	5
3.3. Strategic context	6
3.4. Byelaws	6
4. Guidance for events at Hampstead Heath.....	6
4.1. Location	6
4.2. Duration	6
4.3. Timing and frequency.....	7
4.4. Visitor impacts	7
4.5. Exclusions	7
4.6. Extent and infrastructure	7
5. Event Locations	7
6. Decision-making and approvals.....	8
6.1. Officer Event Group	8
6.2. Local Authority permissions	8
6.3. Event scale and approval timeframes	9
6.4. How we make decisions	10
6.5. Criteria for events at Hampstead Heath	10
7. Charges for Events	10
7.1. Charging policy for events	11
8. Cancellation	12
9. Review.....	12
10. Appendices	13
10.1. Appendix 1 Schedule of Locations.....	13
10.2. Appendix 2 Legislative Framework	15

1. Policy Statement

This Site-specific policy (Policy) should be read with the City of London Open Spaces Departmental Events Policy (Part One) which applies to all Open Spaces managed by the City of London.

This Policy provides guidance for completing an application to hold events at Hampstead Heath including Golders Hill Park and the Heath Extension. Hampstead Heath is a Charitable Trust (Registered Charity Number 803392).

This Policy has been approved by the Hampstead Heath, Highgate Wood and Queen's Park Committee in consultation with the Hampstead Heath Consultative Committee.

This Policy provides a framework to make decisions about events at Hampstead Heath including to:

- Meet the specific requirements of the City of London Corporation (Open Spaces) Act 2018.
- Meet the statutory obligations and charitable trust objectives to preserve Hampstead Heath and to provide recreation and enjoyment.
- Facilitate events that are safe, and which are appropriate to the character of Hampstead Heath and align with the long-term Heath Vision.
- Assist event organisers in understanding the process for event applications and criteria for a licence being granted or refused.
- Provide a fee structure for charges that may apply to event applications.

1.1. Scope

This Policy applies to all events on Hampstead Heath (including Golders Hill Park and the Heath Extension) where the permission or assistance of the City of London is required to facilitate it.

Events covered by this policy include:

- Activities that include the setting aside of a particular area of Hampstead Heath.
- Events and activities that occur over a wider course or more than one location; for example, cross-country running competitions.
- Activities that require access to additional services or infrastructure, or that may interfere with other visitors or go beyond ordinary recreational use.

The following events and activities are dealt with under separate arrangements:

- Sports activities at dedicated sporting facilities and/or with limited infrastructure requirements involving fewer than 500 people, or covered by the Sports Licensing arrangements; for example, personal training, group exercise classes.
- Filming and photography – requests should be completed on the filming application form.

- Weddings and Civil Ceremonies – the separate booking form should be completed.

2. Introduction

There is a long tradition of events on Hampstead Heath dating from the 18th Century when fairs were a major attraction. A diverse programme of over 100 events continues to run throughout the year including community, charitable and commercial events that range from funfairs, cross-country running and sporting competitions to cultural and entertainment events.

There are three broad types of events at Hampstead Heath:

- Charity and community events run by a not-for-profit organisation or by a community group for the benefit of the community.
- Commercial events run by profit-making organisations.
- Free events organised by City of London including music events at Parliament Hill and Golders Hill bandstands, Give-it-a-Go Festival and Conker Championships.

3. Legislative background

3.1. Hampstead Heath legislative framework

The City of London has powers and duties under various Acts of Parliament, primarily set out in the London Government Reorganisation (Hampstead Heath) Order 1989, to manage Hampstead Heath, protect it as a public open space and host certain types of events. The provisions that are most relevant to this Policy are summarised below.

The foundation legislation is the Hampstead Heath Act 1871. Under this Act the City of London:

- Must forever keep the Heath open, unenclosed, and unbuilt upon (subject to certain exceptions) and protect the Heath, and preserve it as an open space (section 12).
- Must at all times preserve, as far as may be, the natural aspect and state of the Heath, and to that end must protect the turf, gorse, heather, timber and other trees, shrubs and brushwood (section 16).
- May drain, level and improve the Heath, as far only as in the City's judgment from time to time is required, with a view to its use for purposes of health and unrestricted exercise and recreation (section 15).

3.2. City of London Corporation (Open Spaces) Act 2018

As set out in Part One of the City of London Departmental Open Spaces Events Policy, the City of London has recently acquired additional statutory powers to hold events at various open spaces, including Hampstead Heath, under section 7 of the City of London Corporation (Open Spaces) Act 2018. Under this section an “event” means a ceremony, celebration, entertainment or similar occasion, or a conference, an exhibition or the making of a film.

The City of London may:

- Temporarily use or permit others to use land (including buildings) forming part of the Heath for the purposes of an event.
- Provide, or arrange for another person to provide, equipment, facilities or services for the purposes of an event.
- So far as appears necessary in connection with an event, restrict or authorise others to restrict access temporarily to an area forming part of the Heath.
- Charge for the use of part of the Heath, or the provision of services, etc. and charge for, or authorise others to charge for, admission to areas with restricted access.

In the exercise of these powers, the City of London must prepare an events policy in consultation with the Hampstead Heath Consultative Committee.

This events policy must, in particular, include the following requirements:

- In deciding whether, and on what terms, to permit an event the City of London must have regard to the character and local environment of the Heath (or the part of the Heath in which the event is to take place).
- Such an event (whether individually or taken together with other events) must not cause material injury to the amenity of the Open Space or significant impairment to the public enjoyment of the Open Space.
- The locations on the Heath to which events are confined must be specified, and structures must not be erected on a part of the Heath which is unbuilt on.
- The frequency and duration of events on the Heath must be limited.

Although, an events policy is only required for events held under the provisions of the City of London Corporation (Open Spaces) Act 2018, for ease of use and consistency, the guidance in this Policy has been produced to cover all relevant events on Hampstead Heath, irrespective of which statutory enabling power is being relied upon.

These include provisions under:

- Article 7 of the Greater London Parks and Open Spaces Order 1967
- Section 145 of the Local Government Act 1972
- Section 19 of the Local Government (Miscellaneous Provisions) Act 1976

Further information about the legislative framework is provided in Appendix 2.

3.3. Strategic context

The City of London is therefore obliged by legislation and its duty as custodian of Hampstead Heath as outlined in the Heath Vision, to protect the Heath and to ensure that events are appropriate to the local character of the Heath.

The Heath Vision sets out shared community aspirations for the Heath with four broad themes:

- We protect and conserve the Heath
- The Heath enriches our lives
- The Heath is inclusive and welcoming
- Together we care for the Heath

Strategies and principles for realising the Heath Vision are set out in the Management Plan for Hampstead Heath.

3.4. Byelaws

Regard must also be had to the byelaws that apply on Hampstead Heath which can be found at <https://www.cityoflondon.gov.uk/things-to-do/green-spaces/hampstead-heath/visitor-information/Pages/byelaws.aspx>.

4. Guidance for events at Hampstead Heath

In considering applications for events at Hampstead Heath, the Open Spaces Events Policy (Part One) requires that this Policy includes restrictions on the location, duration and timing of events.

For the purposes of this Policy, events at Hampstead are ranked according to the number of people attending and the duration of the event as set out in Table 1 in Section 6.3.

4.1. Location

A Schedule of Locations sets out the Heath locations where events may be permitted. These locations are grouped into three zones according to the local character of the location. Details are set out in Section 5.

4.2. Duration

Events located outside of the Lower Fairground site at East Heath will be limited to a maximum duration of five days including time for setup and break down and will be strictly controlled to minimise disruption to Hampstead Heath visitors.

Applications for events that extend over longer periods will be limited to the Lower Fairground site. Generally, events that extend over longer periods will be planned back-to-back to reduce time required for set-up and break-down.

4.3. Timing and frequency

The number of weekends when more than one large or major event is scheduled shall be minimised and, in this instance, the events shall occur in separate areas across Hampstead Heath to minimise impacts on Hampstead Heath visitors.

In each calendar year, two major cross-country running championships events will be prioritised over other events.

4.4. Visitor impacts

Event applications will be required to set out how potential impacts on Hampstead Heath visitors and neighbours will be minimised, including litter, noise, lighting and vehicle movements during set-up and break-down and during the event, to ensure the event is in keeping with the local character of Hampstead Heath.

4.5. Exclusions

Events will be excluded from areas of high conservation value. Temporary and seasonal restrictions on specific areas will be enforced; for example, minimising disturbance during the bird nesting season or temporarily fencing areas to protect meadows and other sensitive areas.

4.6. Extent and infrastructure

Events with significant infrastructure requirements will be restricted to Event Zone A. This applies to the erection of large and/or heavy temporary structures and equipment likely to cause soil compaction; including for example, large marquees and staging; and the parking of heavy vehicles and plant.

Many events at Hampstead Heath cover a wider course that may pass through Event Zones B and C, including; for example, sponsored-walks, community runs and cross-country running events.

In Event Zone B, infrastructure associated with these events will be minimised and will be sited to minimise compaction and other impacts.

In Event Zone C, associated infrastructure will be minimised and will be restricted to surfaced areas as far as possible.

Where an event can only be held by virtue of our powers under the City of London Corporation (Open Spaces) Act 2018 any structure erected will be restricted to Event Zone A.

5. Event Locations

Refer to the Schedule of Locations as presented in the map and table (Appendix 1).

Event locations are grouped into three broad zones. Event applications will be considered based on an assessment of the suitability of a location, including the local character of the location, the potential impacts on the fabric of the site and on the experience of Hampstead Heath visitors and neighbours.

Zone A: Built facilities

Including hard-standing areas, the Lower Fairground site at East Heath, cafés and terraces, car parks, sports facilities and other built facilities (for example Athletics Track, hard tennis courts, bandstands).

Zone B: Established Activity Areas

Including the Upper Fairground site, café environs, turfed sports pitches, Whitestone Pond environs, bandstand environs, amenity grass areas (for example, areas adjacent to sports pitches and playing fields, historical playing fields that are no longer in use), education gardens and learning facilities.

Zone C: Wider areas

Events will generally be excluded from the wider and natural areas of Hampstead Heath.

Large walking and running events that cover a wider course will be limited to surfaced paths and existing routes. Exceptions may include cross-country running and orienteering events where routes will be planned in consultation with Ecologists and Arborists to maximise dispersal of participants and minimise compaction and other impacts.

Event applications will be carefully considered in consultation with specialist Officers to define conditions to ensure any potential impacts on the fabric of the site are minimised, including protection of tree roots from soil compaction, and the preparation of a condition report before and after the event.

Based on the above assessment, an environmental impact fee may be applied to ensure the natural and heritage values are protected. Refer to Section 7 Charges for Events.

6. Decision-making and approvals

Event applications will be considered by the Officer Event Group in the first instance.

6.1. Officer Event Group

The Leisure and Events Manager, the Operational Services Manager and the Highgate Wood, Conservation & Trees Manager form the Officer Event Group which will meet monthly to consider event applications and make recommendations to the Superintendent. The Superintendent will direct the Officer Event Group recommendation to the appropriate approval pathway in accordance with the procedure described in Section 6.4. Other Officers may provide specialist advice as appropriate to the type of event, Event Zone and potential impacts of the proposed event.

6.2. Local Authority permissions

A Temporary Event Notice and other permissions and licences may be required from the Local Authority. Applicants are responsible for making enquiries to the following authorities as applicable:

- London Borough of Camden.
- London Borough of Barnet.

6.3. Event scale and approval timeframes

Events are ranked according to their scale as set out in Table 1. Scale considers the size of the event in terms of the number of people attending on any one day and the duration of the event (including time for set-up and break-down). Where the anticipated attendance and duration fall within different event scales in Table 1 the applicable scale is the larger of the two.

This ranking enables the assessment of suitability of events for the range of locations listed in the Schedule of Locations. The scale of an event also informs the conditions and any restrictions that may be applicable and the calculation of the cost of services that are to be provided.

Event applications must be received within the lead-in time stipulated in Table 1. Should applications not be received within these lead-in times, event applications may be declined.

Table 1: Event Scale (proposed)

Event Scale	Daily anticipated attendance	Duration including set-up and break-down	Approval	Minimum period for receipt of application prior to proposed event date	Application Deadline
Minor	1 – 50	Up to a day	Superintendent	3 weeks	None - rolling application process
Small	51 – 500			8 weeks	None - rolling application process
Medium	501 - 2000	Up to 2 days	Superintendent	4 months	None - rolling application process
Large	2001 – 5000	Up to 3 days	HHHWQP Committee	6 months	1 September 1 December
Major	5001 plus	4 or more days	HHHWQP Committee	12 months	1 March

6.4. How we make decisions

As is current practice, a proposed annual event programme of large and major events will be presented in advance for approval by the Hampstead Heath, Highgate Wood and Queen's Park Committee in consultation with the Hampstead Heath Consultative Committee. Similarly, an annual report reviewing the events programme will be presented to Committee at the end of each year and will include recommendations for the following year.

Proposals for events that are received after the annual event programme report to Committee will be assessed by the Officer Event Group and referred to the Superintendent and/or Committee, as appropriate, in accordance with the thresholds described in Table 1. The Superintendent may choose to refer any medium or smaller event proposal to the Hampstead Heath, Highgate Wood and Queen's Park Committee for decision, for example where the proposal is unprecedented or unusual.

The Hampstead Heath Consultative Committee will automatically be consulted on any event proposal that is referred to the Hampstead Heath, Highgate Wood and Queen's Park Committee for decision. The Superintendent may also choose to consult the Hampstead Heath Consultative Committee on medium and smaller events. Such consultation may be by email or post.

6.5. Criteria for events at Hampstead Heath

When considering an event application, we will consider how effectively the proposal aligns with the following criteria:

- Aligns with the Heath Vision and strategic outcomes for Hampstead Heath.
- Is appropriate for the proposed location and complies with the Open Spaces Departmental Events Policy Parts One and Two.
- Is high quality and includes an event plan which sets out minimum standards for achieving a successful, safe and well-executed event.
- Is sustainable and based on a strong business case.
- Offers quality and memorable experiences for visitors and participants that connect people with Hampstead Heath and local community.
- Identifies and delivers added value for social inclusion.
- Promotes the Heath Vision values of shared stewardship and collective responsibility.

7. Charges for Events

The types of charges applicable will be determined in accordance with the charging policy set out in Section 7.1. The rates charged will be in accordance with the Hampstead Heath Schedule of Fees and Charges which is revised and approved by the Hampstead Heath, Highgate Wood and Queen's Park Committee annually.

Commercial events

Commercial events will be charged in accordance with the structure set out in Section 7.1.

Community and charitable events

The City of London proudly supports community and charitable events at Hampstead Heath. Charity and community events will be assessed to determine an appropriate reduction or waiver of charges. Generally, the Hire Charge will be waived for community events. Additional discretionary discounts may be applied.

7.1. Charging policy for events

Application fee: A non-refundable application charge will apply for all event applications to cover the administrative costs of determining event applications.

Remediation deposit: A remediation deposit may be required, in advance, for each event. The type and size of the event and consideration of any potential remediation works will be relevant to the deposit required. The deposit will be used to fund any remediation works required and any additional costs incurred by the City of London for which the event organiser did not pay a charge.

The cost of any remediation works will be deducted from the deposit before it is returned. Should the deposit not be sufficient to pay for the remediation works and related additional costs incurred by the City of London, the event organisers will remain liable for the same.

Hire charge: A hire charge may be applied to events to reflect the value of hiring this unique outdoor space to event organisers. Days associated with set-up and break-down in addition to the duration on the event will be charged for to offset the loss of amenity for that period.

A holding deposit is included within the hire charge to secure an event location on a specific day. Late cancellation may result in the forfeit of this deposit.

Service charge: Where services are provided by City of London to support events, the cost of those services will be borne by the event organiser. Rates for services that require staff time or equipment and other services, such as waste disposal, will be based on full cost recovery, as set out in the annual Hampstead Heath Schedule of Fees and Charges.

Environmental impact: This is an upfront charge for events that are likely to have a non-permanent environmental impact. Generally, this charge will be applied to events in Location Zone C.

Donation: Event organisers may wish to make additional voluntary contributions to the Hampstead Heath registered charity (Number 803392) to support the cost of managing Hampstead Heath.

8. Cancellation

The Open Spaces Events Policy Part One sets out the Cancellation Policy. Cancellation periods are specified in Table 2.

Table 2: Event cancellation period

Scale	Total anticipated attendance	Notice given for Cancellation	Refund
Minor	1 – 50	Any period	Full refund*
Small	51 – 500	At least 4 weeks Less than 4 weeks	Full refund* Minus 25% of deposit
Medium	501 – 2000	At least 2 months Less than 2 months	Full refund* Minus 25% of deposit*
Large	2001 - 5000	At least 2 months Less than 2 months	
Major	5001 plus	At least 4 months Less than 4 months Less than 4 weeks	Full refund* Minus 50% of deposit* No refund

*minus application fee and City of London reimbursable costs

9. Review

An initial review of this Policy will be undertaken following the first 12 months of its adoption. Subsequent reviews will be undertaken at least every three years, as set out in the Open Spaces Departmental Events Policy Part One. The Superintendent may request a review within that period as appropriate.

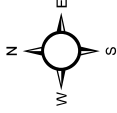
Any revisions to this Policy will be submitted for approval by the Hampstead Heath, Highgate Wood and Queen's Park Committee in consultation with the Hampstead Heath Consultative Committee.

10. Appendices

1.1. Appendix 1 Schedule of Locations:

Proposed Schedule of Locations for Hampstead Heath Events

Location description	Event Zone	Local Authority
Lido	A	Camden
Lido Car Park	A	Camden
Athletics Track	A	Camden
Parliament Hill tennis courts	A	Camden
Parliament Hill Cafe	A	Camden
Parliament Hill bandstand	A	Camden
Parliament Hill Fields Cricket Ground	B	Camden
Parliament Hill Fields environs	B	Camden
Parliament Hill bandstand environs	B	Camden
Dukes Field	B	Camden
Fairground Site East Heath	A	Camden
East Heath Car Park	A	Camden
Amenity grass Fairground Site East Heath	B	Camden
South End Green amenity grass	B	Camden
South End Green path	A	Camden
Mixed Bathing Pond	B	Camden
Highgate Men's Bathing Pond	B	Camden
Kenwood Ladies' Bathing Pond	B	Camden
Old Orchard Garden	B	Camden
No.11 sports pitch	B	Camden
Upper Fairground Site	B	Camden
Whitestone Garden	B	Camden
Whitestone Pond	A	Camden
Whitestone Pond Flagstaff	B	Camden
Jack Straws Car Park	A	Camden
The Hill Garden & Pergola	A	Camden
Golders Hill Cafe	A	Barnet
Golders Hill bandstand	A	Barnet
Golders Hill Park walled garden	A	Barnet
Golders Hill Park tennis courts	A	Barnet
Golders Hill Park	B	Barnet
Heath Extension sports pitch environs	B	Barnet
Wider area of Hampstead Heath	C	various



Proposed Event Zones

Event Zone

- A
- B
- C

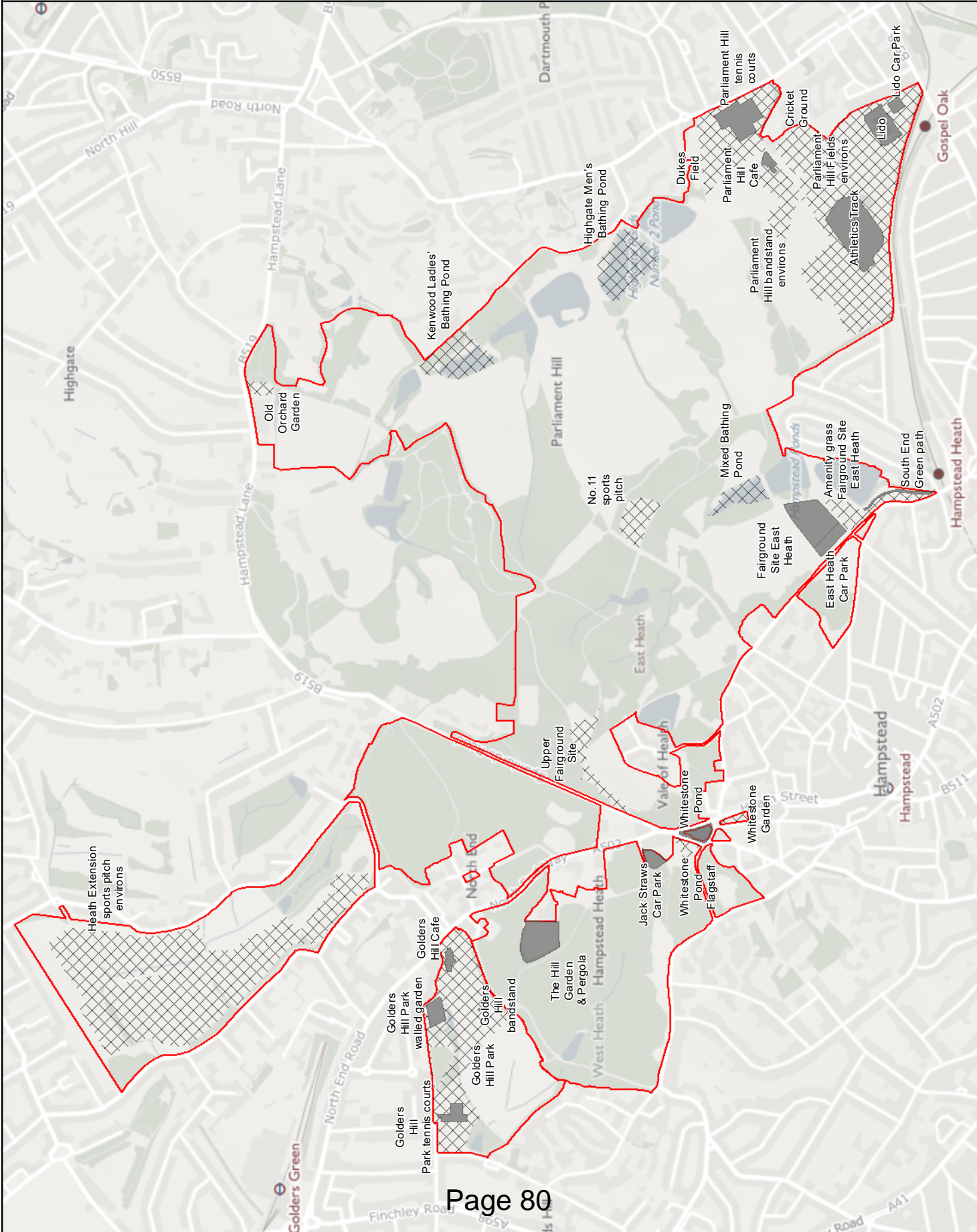
Remainder of Heath is Event Zone C

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Lucy Gannon

Date Created:
18 Jun 2018



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10.2. Appendix 2 Legislative Framework:

Hampstead Heath Legislative Framework

The City of London has powers and duties under various Acts of Parliament, primarily set out in the London Government Reorganisation (Hampstead Heath) Order 1989, to manage Hampstead Heath, protect it as a public open space and host certain types of events. The provisions that are most relevant to this Policy are summarised below.

Under the Hampstead Heath Act 1871 the City of London:

- Must forever keep the Heath open, unenclosed, and unbuilt upon (subject to certain exceptions) and protect the Heath, and preserve it as an open space (section 12).
- Must at all times preserve, as far as may be, the natural aspect and state of the Heath, and to that end must protect the turf, gorse, heather, timber and other trees, shrubs and brushwood (section 16).
- May drain, level and improve the Heath, as far only as in the City's judgment from time to time is required, with a view to its use for purposes of health and unrestricted exercise and recreation (section 15).

Under article 7 of the Greater London Parks and Open Spaces Order 1967 the City of London may:

- Provide indoor and open air facilities for sport and for any form of recreation whatsoever.
- Provide amusement fairs and entertainments including bands of music, concerts, dramatic performances, cinema exhibitions and pageants.
- Provide exhibitions and trade fairs for the purpose of promoting education, the conservation of the environment, recreation, industry, commerce, crafts or the arts.
- Provide centres and other facilities (whether indoor or open air) for the use of clubs, societies or organisations whose objects or activities are wholly or mainly of a recreational, social or educational character.
- Provide ancillary facilities such as refreshments, platforms, screens, seating, buildings or structures and other apparatus, appliances, equipment or conveniences that are necessary or desirable.
- Set apart or enclose any part of the Heath for these purposes and prevent any person from entering that area, and do such acts and enforce such restrictions or conditions as it considers necessary or desirable.

These powers are subject to certain restrictions including that:

- Where any part of the Heath is set apart or enclosed for the playing of games and that part is not specifically laid out and maintained for that purpose, the power to preclude any person from entering that part shall not apply while it is not in actual use for games.

- The part of the Heath set apart or enclosed for the use of persons listening to or viewing an entertainment (including a band concert, dramatic performance, cinema exhibition or pageant) shall not exceed one-tenth of the Heath.
- Exhibitions and trade fairs must not be held on the Heath on more than 8 Sundays in any year.
- Where providing indoor recreational facilities, or centres and other facilities for the use of clubs, societies or organisations, the City of London must satisfy itself that it has not unfairly restricted the space available to the public for recreation in the open air.
- There are various additional restrictions relating to cinema exhibitions.

Under section 145 of the Local Government Act 1972 the City of London may:

- Provide an entertainment of any nature or facilities for dancing.
- Provide premises suitable for the giving of entertainments.
- Hold exhibitions for the development and improvement of the knowledge, understanding and practice of the arts and the crafts which serve the arts.
- Provide refreshments and programmes, advertise any entertainment, charge for admission and services and do any other incidental things.
- Set apart or enclose any part of the Heath to be used by any other person, on such terms as to payment or otherwise as it thinks fit, and authorise that other person to make charges for admission.

Nothing in this section affects any statutory requirement to obtain a licence for the public performance of a play, the public exhibition of a film, boxing or wrestling entertainments, public music or dancing, or for the sale of alcohol.

Under section 19 of the Local Government (Miscellaneous Provisions) Act 1976 the City of London may:

- Provide such sporting and recreational facilities, whether indoor or outdoor, as it thinks fit.
- Provide premises for the use of clubs or societies having athletic, social or recreational objects.
- Provide such facilities in connection with recreational facilities as it considers appropriate including buildings, equipment, supplies and assistance of any kind, parking spaces and places at which refreshments may be bought from the City of London or another person.
- Contribute towards the expenses incurred by any voluntary (not for profit) organisation or local authority in providing recreational facilities.

City of London Corporation (Open Spaces) Act 2018

As set out in Part One of the City of London Departmental Open Spaces Events Policy, the City of London has recently acquired additional statutory powers to hold events at various open spaces, including Hampstead Heath, under section 7 of the City of London Corporation (Open Spaces) Act 2018. Under this section an “event” means a ceremony, celebration, entertainment or similar occasion, or a conference, an exhibition or the making of a film.

The City of London may:

- Temporarily use or permit others to use land (including buildings) forming part of the Heath for the purposes of an event.
- Provide, or arrange for another person to provide, equipment, facilities or services for the purposes of an event.
- So far as appears necessary in connection with an event, restrict or authorise others to restrict access temporarily to an area forming part of the Heath.
- Charge for the use of part of the Heath, or the provision of services, etc. and charge for, or authorise others to charge for, admission to areas with restricted access.

The City of London must exercise these powers having regard to an events policy prepared in consultation with such persons or bodies as it thinks appropriate. This must include any Committee or Group established by statute for the purpose of consultation about the management of the Open Space – at Hampstead Heath this includes the Hampstead Heath Consultative Committee.

This events policy must, in particular, include the following requirements:

- In deciding whether, and on what terms, to permit an event under this section the City of London must have regard to the character and local environment of the Heath (or the part of the Heath in which the event is to take place).
- Such an event (whether individually or taken together with other events) must not cause material injury to the amenity of the Open Space or significant impairment to the public enjoyment of the Open Space.
- The locations on the Heath to which events are confined must be specified, and structures must not be erected on a part of the Heath which is unbuilt on.
- The frequency and duration of events on the Heath must be limited.

Although, an events policy is only required for events held under the provisions of the City of London Corporation (Open Spaces) Act 2018, for ease of use and consistency, the guidance in this Policy has been produced to cover all relevant events on Hampstead Heath, irrespective of which statutory enabling power is being relied upon.

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3.1 Log of changes in reference to Version 3 (HHCC 16 April 2018)

Ref	Version 3	Current	Comment/Response
General		Language and terminology has been reviewed to be consistent with that used in the Open Spaces Departmental Events Policy Part One (which was approved by the Open Spaces Committee on 16 April 2018).	The Part One has been finalised and approved.
1. Policy Statement		Added safety to the aims.	
1.1. Scope	Activities covered and not covered by this Policy.	Reworded to improve this section and to make the distinction with separate arrangements for sports, ceremonies, filming. Also, to clarify the point about activities that cover a 'wider area' of the Heath, relative to activities in designated sports facilities.	This is consistent with the scope of the Open Spaces Departmental Events Policy Part One which does not apply to filming or ceremonies.
2. Introduction	No change		
3.1. Heath Legislative Framework	Brief summary of legislation with primary focus on 1871 Act	Addition of a summary of all relevant legislation that governs events at the Heath. This comprehensive summary was prepared by the Comptroller and City Solicitor.	
3.2. Open Spaces (2018) Act		Additional text added to place the City of London Corporation (Open Spaces) Act 2018 in the context of existing legislation, clarifying that it specifically requires an Events Policy and that it provides additional powers specifically for ceremonies, filming, etc.	
3.3. Strategic Context	No change		
3.4. Bye-laws		Added statement about Bye-laws and link to information.	
4. Guidance for events at		Reordered this section to improve it, replaced letters with numbering.	

Ref	Version 3	Current	Comment/Response
Hampstead Heath	4.A (previously) Implementation - set a 12 month transition period for applying this policy to existing events.	<p>Removed some detail to a 'guidance document' for the Officer Event Group (OEG) (which is in preparation).</p> <p>This has been removed from the Policy as it will be included in the covering report to Committees instead.</p>	Refer to proposal set out in report to HHCC.
4.1. Location		Minor editorial amendments only.	
4.2. Duration	Specified maximum duration of 2 days for events located outside of the East Heath Fair Ground site.	This has been revised to 5 days inclusive of set up and take down to reflect current parameters for events such as the Night of 10K PBs and Cross Country running championships.	The increased duration aligns with the intention of this guidance which is to provide reassurance that longer events or events requiring more time for set up and break down, will take place at the East Heath Fair ground. This in response to a query raised by a Member of the HHCC on 16 April 2018
4.3. Timing and frequency		<p>Removed reference to the specific Cross Country running championship events but retained a commitment to hosting 'two major competitions' each year. Some editorial amendments.</p> <p>Reference to 'other events' has been removed.</p>	This in response to a query raised by a Member of the HHCC on 16 April 2018.

Ref	Version 3	Current	Comment/Response
4.4. Visitor impacts		Expanded on the types of impacts that will be addressed.	
4.5. Exclusions		Minor editorial amendments.	
4.6. Extent and infrastructure	Previously 'Scale'	Addition of broad principles for each Event Zone.	
5. Event Locations		Minor editorial amendments. 'surfaced paths' has been removed from the description of Zone A.	In response to a comment from a Member at HHCC meeting 16 April.
6. Decision-making and approvals		Minor editorial amendments.	
6.1. Officer Event Group		Minor editorial amendments.	
6.2. Local Authority boundaries		Minor editorial amendments.	Schedule of Locations includes relevant Local Authority.
6.3. Event scale and approval timeframes		Minor editorial amendments.	
Table 1		<p>It presents the original proposed threshold for the Superintendent of Hampstead Heath's authority to approve events involving up to 2,000 participants. (with a requirement to seek Committee approval for events of a 'large scale' (greater than 2,001 participants). This is lower than the threshold stipulated in Part One of the Policy which authorises the Superintendent to approve events up to 5,000 participants.</p> <p>Application deadline for Medium scale events has been increased to 4 months (previously it was 3 months).</p>	<p>Members views are sought in reference to the table below which sets out 3 options for thresholds for event scale and decision-making and governance.</p> <p>This in response to a suggestion by two Members of the HHCC on 16 April 2018 to reduce the Superintendent's authority to minor and small scale events (up to a maximum of 500 participants) is included in the options presented in the table below.</p> <p>This in response to a suggestion by two Members of the HHCC on 16 April 2018.</p>

Ref	Version 3	Current	Comment/Response
6.4. How we make decisions	Previously this was 2 sections: - How we make decisions - Committee Consultation	Combined into a single section and simplified.	
6.5. Criteria for events at Hampstead Heath		Formatting changes only – bullet points replace the table.	
7. Charges for Events		Rewording only, to improve clarity.	
8. Cancellation		Rewording only, to improve clarity.	
9. Review		Rewording only, to improve clarity.	
10.Appendices	Schedule of Locations and Map of Event Zones	A label for the Pergola has been added to the map of Event Zones (an omission highlighted by a Member). The Schedule now includes the Local Authority for each event location. Bathing Ponds added to the Schedule and the map.	
10.Appendices	Application Form	Added Appendix 2 which summarises the wider legislative framework for events at Hampstead Heath. Removed the event application form from the Policy. It is proposed that the form will be available on-line. separate from the Policy to enable timely review and update. A spelling mistake within the form has been corrected.	

3.2 Options for Table 1: Event Scale

Option 1: Current option (no changes since Version 3).

Event Scale	Daily anticipated attendance	Duration including set-up and break-down	Approval	Minimum period for receipt of application prior to proposed event date	Application Deadline
Minor	1 – 50	Up to a day	Superintendent	3 weeks	None - rolling application process
Small	51 – 500			8 weeks	
Medium	501 - 2000	Up to 2 days	Superintendent	4 months	None - rolling application process
Large	2001 – 5000	Up to 3 days	HHHWQP Committee	6 months	1 September 1 December
Major	5001 plus	4 or more days	HHHWQP Committee	At least 12 months	1 March

Page 89

Option 2: Following a suggestion from a Member at the HHCC, 16 April 2018.

Event Scale	Daily anticipated attendance	Duration including set-up and break-down	Approval	Minimum period for receipt of application prior to proposed event date	Application Deadline
Minor	1 – 50	Up to a day	Superintendent	3 weeks	None - rolling application process
Small	51 – 500			8 weeks	
Medium	501 – 2,000	Up to 2 days	HHHWQP Committee	4 months	None - rolling application process
Large	2,001 – 5,000	Up to 3 days	HHHWQP Committee	6 months	1 September 1 December
Major	5,001 plus	4 or more days	HHHWQP Committee	At least 12 months	1 March

Option 3: Following a suggestion from a Member of the Events Advisory Group, 23 April 2018.

Event Scale	Daily anticipated attendance	Duration including set-up and break-down	Approval	Minimum period for receipt of application prior to proposed event date	Application Deadline
Minor	1 – 50	Up to a day	Superintendent	3 weeks	None - rolling application process
Small	51 – 500			8 weeks	
Medium	501 – 1,000	Up to 2 days	Superintendent	4 months	None - rolling application process
Large	1,001 – 5,000	Up to 3 days	HHHWQP Committee	6 months	1 September 1 December
Major	5,001 plus	4 or more days	HHHWQP Committee	At least 12 months	1 March

Committees	Dated:
Hampstead Heath Consultative Committee	09 July 2018
Hampstead Heath, Highgate Wood & Queen's Park Committee	05 September 2018
Subject: Review of the Annual Work Programme January 2017 to March 2018.	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 review of an extended 15 month Annual Work Programme (AWP) carried out on Hampstead Heath from January 2017 until March 2018.

Recommendations

It is recommended that:

- Members of the Hampstead Heath Consultative Committee note the works undertaken in the review period and provide feedback.
- That the views of the Hampstead Heath Consultative Committee are conveyed to the Hampstead Heath, Highgate Wood and Queen's Park Committee at their September meeting.
- Members of the Hampstead Heath, Highgate Wood & Queen's Park Committee note the works undertaken in the review period and provide feedback.

Main Report

Background

1. The January 2017 to March 2018 15 months AWP was discussed with the Hampstead Heath Consultative Committee (HHCC) at their meeting on 7 November 2018 and approved by the Hampstead Heath, Highgate Wood and Queen's Park Committee (HHHWQPC) on 21 November 2016.
2. Traditionally, the AWP has centred on the nature conservation, ecology, trees and the management of the formal areas and sports fields. For completeness, the 2017/18 AWP has been expanded to incorporate all service areas, including the Constabulary, Operational Services, Supports Services, Swimming Facilities, Waste & Recycling and Learning.

Review of 2017/18 Annual Work Programme

Tree Management

3. In an increasing biosecurity focused environment, the Tree Team have needed to prioritise and balance their work activities carefully between Oak Processionary Moth (OPM), tree diseases, veteran tree management, core tree survey works, as well as the operational tree work across the Division.

Biosecurity and tree disease issues

4. The first meeting of the joint City of London and The Royal Parks Biosecurity Working Group was held on 4 October 2017 at The City of London Cemetery and Crematorium. The meeting was chaired by the Director of Open Spaces and the Group has been set up to share expertise and provide mutual support on London's biosecurity tree issues.
5. OPM has continued to develop as a major issue for the Tree Team during the 15 months review period. 64 new trees and approximately 120 nests have been located across the whole of the Heath. 94 Oak trees from 2015-2017 have been sprayed in May with *Bacillus thuringiensis* (or Bt) a Gram-positive, soil-dwelling bacterium, commonly used as a biological pesticide. Nests were removed by contractors in June and July 2017.
6. Massaria, the London plane fungal disease continues to be found during targeted survey and ad hoc inspections. Removal of infected branches is carried out and there has been a focus in the South End Green and Queen's Park geographical area which has a high population of plane trees.
7. Ash Dieback (*Chalara*) monitoring has also been a continual focus in 2017/18. The Tree Team has mapped locations of outbreaks and it has been noted that only sapling trees have been infected to date.

Veteran and ancient trees

8. The Tree Management Officer and the Highgate Wood, Conservation & Trees Manager have continued to promote and develop management of the veteran and ancient trees on Hampstead Heath. The Team have led tree walks for professionals from the USA, Hong Kong, Spain and Poland.
9. A two-year project involving all the City of London Open Spaces Department has led to the creation of veteran tree management demonstration sites for public and professionals to observe. Ten different management techniques are currently being monitored.
10. During the 15 months reporting period, tree re-survey work has been carried out on 240 veterans and added to a veteran tree specific ArborTrack tree management data base.

Core work and tree inspections

11. Tree inspections and tree safety work has been completed for 23 out of 31 zone areas on Hampstead Heath. High and medium risk area zones are the primary focus for the Tree Team. There will be a further focus on inspecting the higher priority 'Low Risk Zones' during 2018 (This is in accordance with the City of London Open Spaces Department Tree Safety Policy.)

12. The Tree Team have continued to undertake external technical works for Local Authorities and Consultants including air-spading, decay detection and compost tea applications. Income generated has been used to subsidise the purchase maintenance of new decay drilling equipment.

Nature Conservation Work

General habitat management

13. The majority of the Conservation AWP has been completed, however, some thistle and bramble control remain outstanding as well as the completion of the grass mowing programme. These have been prioritised in the 2018/19 AWP.
14. Management of invasive species and pest control has been an important element of the Conservation Teams work during the review period. Several problematic invasive species have been controlled including Japanese knotweed, giant hogweed, Himalayan and yellow balsam, creeping thistle, hogweed, blue green algae and the New Zealand pigmy weed.
15. The Orchard Area adjacent to Kenwood staff yard has been fully planted with Hazel saplings and is now managed as a fully functioning coppice. Coppiced material has been utilised across the Open Space Department.
16. The West Heath Sphagnum bog continues to show improvement. Clearance work has been undertaken on a second seepage point, these works showing new sphagnum moss cover where there was previously none.
17. A hundred metres of hedgerow were laid across the Heath with the majority in the Parliament Hill area, along the stream line on the Heath Extension and in Springett's Wood.

Hampstead Heath Ponds Project and related ponds works

18. The Ponds Project restored grassland was monitored by the Heath's Ecologists, and once established several kilometres of fencing was removed by the Conservation Team. In addition, a range of snagging works were completed, including securing timber revetments around the Model Boating Pond and marginal planting has been supplemented where necessary.
19. Top dressing material was applied to some eroded grass areas, such as spillways and earth paths, to give a better mineral soil base. These works will need adding incrementally over time to help establish a strong sward.
20. Oxygen levels across the ponds were monitored in accordance with the annual schedule. A sudden drop in oxygen levels at Golders Hill Park required emergency aeration. A large bloom of filamentous algae formed on the Vale of Health Pond due to the relatively high level of nutrients in the water.
21. Several methods were trialled to reduce the bloom, including aeration, manual removal and jetting by the London Fire Brigade. The possibility of reducing the nutrient levels in the pond, e.g. with the application of Phoslock, a compound which removes phosphorus from the water column, is under consideration.
22. The Fleet Stream has been opened through clearance and coppicing. New pools have been created enhancing the catchment for improved biodiversity.

Grassland management

23. Over 11 hectares of grassland were mown and baled on the Heath during the summer of 2017, considerably more than the 7.3ha cut in 2016 (this excludes the Kenwood Estate cutting of approximately 5ha). Priorities included mowing the restored grassland of the Ponds Project compounds in Pryors and Tumulus Fields, totalling 5.2ha, as well as the 3.8ha of grassland used for the filming of BBC Countryfile *One Man & His Dog*.
24. In addition, all the pond spillways and dams were mown as required before the Reservoirs Inspections in Spring and Autumn 2017. There were difficulties through much of the season with disposal of bales, largely due to resurfacing work at Kenwood Yard causing access and storage difficulties, however, this was mitigated by the creation of an alternative bale storage area on East Heath allowing the Team to complete all of grass cutting the grass cutting programme.

Volunteering

Volunteer sessions

25. There has been a record number of 220 plus registered volunteers across the Open Spaces and activities have now surpassed 12,000 hours for the first time. Weekly practical sessions have been delivered throughout the year at Golders Hill Park, the Hill Garden, East Heath, Heath Extension, Highgate Wood, Kenwood Estate and Parliament Hill.
26. The Conservation Team continued to work closely with Heath Hands. Physical work included gorse and acid grassland management and invasive species control. Heath Hands manage Whitestone Gardens, Athlone House Gardens and the Old Orchard Garden and support Heath staff in managing Athlone House and Keats House Gardens.

Volunteers programmes and projects

27. A Community Heath Project have been launched to help individuals and groups with additional support needs, to get involved in recreation and volunteering across the Open Spaces. Highlights have included 'Confidence on the Heath' for people with learning difficulties, a Women's Walking Group and sessions for Mental Health Support Groups.
28. Open Wednesday walks and drop-in conservation sessions at the Hive have welcomed new visitors. The Weekly Recovery Through Nature Sessions have continued with Phoenix Futures with the assistance of the Heath Ranger Team. Community Heath is kindly supported by the City Bridge Trust and Tesco Bags of Help. The Wild about Hampstead Heath (WaHH) project delivered by Heath Hands since 2015 has engaged over 7,000 visitors on free weekend activities. In addition, volunteers support the Leisure and Events Manager in delivering events on the Heath.
29. Other volunteer programmes delivered during the review period have included ecological topics such as tree and bat identification as well as training in safeguarding and emergency first aid.

30. A successful Hampstead Heath 2018 calendar has been published in partnership with Heath Hands and a local photographer.

Ecological Work

31. A programme to monitor dragonflies was initiated with staff and Heath Hands. The Ecology Team partnered with the Zoological Society of London to monitor hedgehogs in Golders Hill Park with the use of wildlife cameras. A Heath-wide survey is currently being undertaken, and a Heath Ecologist also participated in several educational activities and led a very successful walk for enthusiastic pupils from a local secondary school.
32. The London Bat Group was assisted with several surveys for Nathusius bats, an uncommon species, during which several were caught. A mammal survey was carried out in the Bird Sanctuary, revealing a large population of wood mice as well as field voles and common shrew.

Heath Ranger Team

33. The Heath Ranger Team works covers a large area of the Heath, including East, West and Sandy Heath, the Highgate and Hampstead chain of ponds and the Heath Extension. In addition, to their day to day duties and project work, the Team provide an important weekend emergency tree service for the Division.
34. The Team continue to work closely and collaboratively with the Heath Constabulary on lost children and lost dog incidents, and anti-social behaviour.
35. The Team are frequently called out during the spring and summer months to assist with rescuing injured swans from the Heath Ponds. The Team work closely with a local sanctuary who rehabilitate the swans before release.
36. The Heath Ranger Team play an active role in preventing members of the public swimming in the non-bathing ponds during the summer season. This issue is usually prevalent at the start of the school summer holidays and during particularly hot weather.
37. The Ranger Team in collaboration with the Conservation Team have also managed to deliver some significant landscape projects including the ongoing work to improve the view point at Parliament Hill, reinstatement of memorial benches and vegetation management inside the fencing at South End Green. The Ranger Team have worked alongside the City Surveyor's Department to remove the old wooden fencing and open the "Cathedral sight lines" along this entrance to the Heath.

Parliament Hill and Golder's Hill Park

38. The Gardening, Sports and Recreation Keeping Teams have carried out general grounds maintenance for the formal areas at Parliament Hill Fields, Golders Hill Park, Heath Extension Sports Areas, The Hill Garden & Pergola and Keats House Garden. Collecting litter, cleaning toilets, managing filming and providing a public interface have been important roles undertaken by the Teams who have worked closely with the Heath's Ranger Team.
39. Key projects delivered during the reporting period at Golders Hill Park include installation of a permanent Christmas tree, Swan Pond edge protection and

replanting works, along with the second phase of planting works in the Hill Garden North boundary boarder.

40. At Parliament Hill the Team have carried out snagging works at the landscape improvement works at the Orchard and Swains Lane entrance and reduced hawthorn hedge along Highgate Road by a third in height.

Operational Service Team

41. The Operational Service Team have maintained the Divisions fleet, managed the general stores, whilst overseeing Health & Safety and management of the built assets in conjunction with the City Surveyor's Department.
42. The Team have lead in the reduction in the Heath's fleet and equipment, ensuring purchase of replacement equipment which is sustainable, consistent and in line with the Departmental and Corporate requirements.

Waste and Recycling

43. A review of the service is in progress which will focus on three strands a) public awareness, b) operational improvements and c) cost savings.
44. Challenging targets are being proposed, for example, firstly to reduce general waste volume (500 tonnes per year) by 20% by 2020 and to increase recycling component of general waste, most of which is recyclable materials.

Leisure & Events

45. Installation of solar panels has been completed at the Lido building. The 25Kw system will generate an estimated 22,000Kw per year and costs were £41,000.00. The funds were generated from the sale of surplus plant, machinery and equipment in 2016/17. This work represents Phase 1 with Phases 2 and 3 planned over the next two years. When completed the combined PV installations will reduce electricity demand by up to 30% for the Lido.
46. Weather proofing works started on the South West corner of Lido roof in March 2018 and is due to be completed in May 2018. Rubber Rubaroc surfacing has been procured for the Paddling pools at the Parliament Hill Playground and Lido. The surface is longer lasting, more flexible than paint, has greater slip-resistance and adds cushioning. Theses works been managed by the City Surveyor's Department under the Cyclical Works Programme.
47. The 2017/2018 Hampstead Heath Events Diary has been procured and was published in April 2017. Copies have been distributed to Heath users, libraries, museums and local schools.

Constabulary

48. The Hampstead Heath Constabulary have continued to deliver their Engagement, Education and Enforcement Plan 2015–2018. Through the delivery of this plan the role of the Constabulary has been to:
 - Protect and ensure the safety of persons visiting Hampstead Heath.
 - Protect and ensure the safety of persons that work within the Heath.
 - Work with other Departments and agencies both internal and external to achieve the above objectives.

49. Through engagement the Constabulary Team have focused their efforts on several priority areas which have included public engagement, dog control, cycling and anti-social behaviour. As part of its engagement within the local community, Constables have worked closely with the 19th Islington Scout Group, supporting badge work.
50. The Constabulary Team continue to be regular attendees at both the Highgate and Hampstead Local Safer Neighbourhood Ward Panel meetings, responding to concerns raised which relate to Hampstead Heath.
51. Several projects have been delivered by the Constabulary Team in the reporting period and these include targeted dog control with Constables engaging with both commercial and non-commercial dog walkers, in relation to their responsibility to keep their dog/s under proper control and to ensure that any dog waste is picked up and disposed of appropriately.
52. Constables have worked on cycling operations to ensure cyclists on the Heath are informed and educated as to the correct cycle routes to use.
53. Cycling on non-designated paths across the Heath and dog control are the two greatest concerns expressed by members of the public visiting the Heath.
54. In the previous 15 months the Constabulary Team have been working closely with London Ambulance Service and London Fire Brigade in carrying out training exercises covering water rescue, Nuclear Biological Chemical Decontamination and extraction exercises. This has involved direct operational training and the completion of grid referenced mapping to ensure the Emergency Services are familiar with the layout and access points to the Heath.

Public Sex Environment

55. The Constabulary have continued to work in partnership with the Terrence Higgins Trust (THT) and the Camden LGBT Forum to engage with the users of the Public Sex Environments (PSE) on Hampstead Heath. This is to promote sexual health, drug awareness, reporting crime and to ensure responsible use of these areas.
56. The THT were contracted in 2017/18 to provide specialist outreach support on Hampstead Heath PSE. In this period THT delivered 34 outreach sessions and engaged with 497 service users, averaging 15 users per shift. During the outreach sessions 317 service users have been referred to an appropriate third-party service. In addition to this basic signposting, outreach workers deployed their experience to facilitate more in-depth interactions with service users and made signposting referrals to a range of appropriate local and national third-party agencies.
57. The Constabulary will continue their outreach partnership with the THT and the Camden LGBT Forum in 2018/19.
58. The Hampstead Heath Sexual Activity Working Group will continue to monitor the impact of this outreach work.

Prosecutions

59. The Constabulary Team have successfully prosecuted in relation to 21 offences with fines and costs ranging from £100 to £645 with a total in fines of £4,791.00.

- 8 Dog Control offences
- 11 Cycling offences
- 2 Anti-social Behaviour offences

Enforcement Actions

60. The Constabulary Team have issued 2,120 enforcement actions during the period of this report, these include Formal Written Warnings and stop and accounts for suspicious behaviour.
61. In relation to Car Parking Enforcement, the Constabulary have issued 436 Parking Charge notices during this period.

Incidents

62. Between the period 01/01/17 to 31/03/18 the Constabulary have recorded 2,796 incidents
 - Byelaw: 1,713
 - Misc: 1,002
 - Criminal Offences/ Police Codes: 81
 - Arrests: 12
63. The Constabulary Team have responded to crimes on the Heath, e.g. robberies at Parliament Hill Fields, and patrols have been increased in those areas where an increase in crime has been reported by the Metropolitan Police Service or through local intelligence.
64. 12 arrests have been made by Constables for various offences including failure to give correct details for bye law enforcement to outraging public decency, exposure and theft.
65. Large events have been supported, with Constabulary engaging with our visitors, these include annual fun fairs, circus, Affordable Art Fair and Athletics meetings.
66. The Constabulary continue to maintain a close working relationship with the Metropolitan Police Service and the City of London Police. Constables carry Airwave Radios giving them a direct link to the Metropolitan Police Service control room.
67. A Trigger Event Policy has been rolled out across the Division, supporting strategic planning and the operational effectiveness of how the Division and its resources are managed during those few critical days every year when normal working practices are not sufficient to cope safely with the increase in risk to public safety.
68. The Constabulary Team continue to maintain professional operational effectiveness with regular Officer safety training and medical defib training, sharing intelligence and operational procedures with the Metropolitan Police Service and partner agencies and ensuring the public are given the best possible service.

Drones

69. Following consultation with the HHCC, the Superintendent presented a Drone Guidance document to the HHHWQPC at their July 2017 meeting. Following Committee approval, the Drone Guidance has been made available online on

the City of London, Hampstead Heath web pages and is available upon request in a paper format. Constabulary Officers will refer to this guidance when they engage with drone users.

70. Over the last 18 months the Constabulary have engaged with 4 individuals about the use of drones on Hampstead Heath. However, the Constabulary have noted that there have been occasions when a drone has been seen above the Heath, but the location of the pilot has not been identified.
71. The Civil Aviation Authority have made some changes to the Air Navigation Order and these include the requirement for owners of drones weighing 250 grams or more to register with the Civil Aviation Authority (CAA) and for drone pilots to take an online safety test to ensure the UK's skies are safe from irresponsible flyers. These requirements will come into force on 30 November 2019.
72. The Constabulary will continue to monitor and report on the incidents of drone use on Hampstead Heath.

Support Services

73. The Support Services continue to provide the conduit between a range of City Corporate functions and the Division, for example finance, Human Resources and Business Planning.
74. The overview for sound financial management and compliance, along with a wide range of day to day support for staff has been the heart of the Team's work, along with providing information to visitors, neighbours and Stakeholders.
75. The priorities completed in 2017/18 include the on-going implementation of the Bench Sponsorship Policy and sponsorship scheme, to ensure that the service operates effectively and generates income to support the services provided by the Division, finalising the rollout of the Division's out-of-hours call-out-rota, to ensure effective cover is maintained.

Open Spaces Learning Team

76. Since October 2017, the Open Spaces Learning Team have undergone several staffing changes and the Team is currently at a full complement of 10 full time and 1 part time staff with approximately 25 casual staff, delivering learning programmes and projects on Hampstead Heath, Epping Forest and West Ham Park.
77. The University of Derby have been commissioned to develop an evaluation tool kit to measure the programmes and projects contribute to the learning impact areas of understanding, confidence, well-being, connection and involvement in green spaces. The Team is currently implementing the tool kit with the visitors to the school programme on the Heath.

Schools Service

78. Since the start of the Open Spaces Learning Programme, Hampstead Heath Education Centre has welcomed 15,545 students through its doors, which has far exceeded the target set. An established Team of Education Rangers deliver the schools programme which has been updated and developed in line with the new learning principles for schools. The school learning principles have been developed in consultation with the Team, focusing on development and delivery of learning through active engagement with the unique space and through being

learner-centred in approach in addition to and aligning practices with findings from relevant research.

79. The Head of Learning and the Learning Manager have delivered two workshops, at national and local learning events, to share best practice regarding developing a shared understanding of learning. A new literacy programme has also been developed for the Old Orchard Garden, to increase the number of schools that visit this teaching garden.
80. The funding for the Ponds Education Project has been extended for an additional year from October 2017 by the Policy and Resources Committee. There now is the opportunity to embed all the learning that has been captured over the last three years, and to build our approach to engaging with secondary schools.

Play Service

81. The Adventure Playground and One O'clock Club at the Peggy Jay Centre have continued to receive excellent numbers of visitors, exceeding their targets. To date there have been 17,245 children and 13,391 adults who have visited the One O'clock Club; and 18,428 young people who have taken part in the activities at the Clubhouse. An established Team of Play Rangers support the delivery of play alongside the Play and Learning Officer and a part time Play Learning Assistant.
82. A set of play principles has been developed by the Team outlining the child-centred approach to play, supporting and enriching child development. Inclusive play opportunities which inspire children to connect with green spaces is a focus of the development of the play programme. The play experiences have been diversified and developed to include natural play as well as fun, interactive activities for all.
83. A consultant has been commissioned to develop a concept design for the Adventure Playground and Peggy Jay Centre playground. The Adventure Playground has been prioritised for development this financial year and users have been consulted and attend an engagement event delivered by the designers. Young people made excellent models and provided feedback to the designers to incorporate into the next stage of the design. A 3D model and costed design for the Adventure Playground is being prepared. It is anticipated that the project will be tendered over summer 2018. Fundraising for the development of the Peggy Jay Centre playground will be a priority in the next financial year.

Green Talent

84. The Green Talent Programme has exceeded its targets for working with young people who are furthest from education or employment, providing facilitated opportunities for participants to reflect on and build skills relevant to their career aspirations. To date there have been 114 young people participating in longer term work experience placements. Four local Pupil Referral Units have participated in 26 week programmes, which enable participants to recognise and develop their individual talents and skills, and to explore careers in the environmental and green space sector, including conservation, leisure and education.
85. Green Talent has recently been nominated for a Horticulture Week Custodian Award for Best Community Initiative. The programme has been accredited

through an education charity and awarding organisation. The qualification is flexible and multi-level qualification in land-based sector vocational training.

86. The young people taking part in Green Talent will now be able to obtain credits for their work, which will help them and others to recognise their achievements. A shorter work experience programme has also been established and is in popular demand with local schools. The programme links to the work of a variety of Teams on the Heath, including education, play, conservation and recreation. This programme is currently being considered as a standardised approach to work experience across the Division. In addition, 13 one day career taster events have been delivered and 114 young people participated in a one-day career taster.

Playing Wild

87. The Playing Wild project is on track with reaching its targets. To date 1,233 participants have engaged in 58 natural play events and 13 bespoke events have been delivered. Monthly natural play events occur in Queen's Park and there is a weekly programme of events planned for the summer holidays on Hampstead Heath as well as in Queen's Park. A local early year's group have recently taken part in a series of natural play sessions on the Heath as part of the Playing Wild Project. Playing Wild has also supported wider Heath events such as the 'Give it Go' festival and Queen's Park Day.
88. The first self-guided play trail for Parliament Hill Fields is now available online. The trails incorporate activities and games encouraging families to explore the Heath independently. Play trails for Queen's Park, Golders Hill Park, Kenwood and East Heath are currently being developed.

Learning volunteers

89. The Playing Wild Project has engaged with eight volunteers and the schools programme has engaged two volunteers to assist with implementing the new evaluation tool kit.

Consultation

90. In addition, Members are updated in the site walks on completed and progressing works.

Corporate & Strategic Implications

91. The AWP supports two of the three aims set in the City of London Corporate Plan 2018-23, contribute to a flourishing society (1-4) and Shape outstanding environments (9-12).
92. Also, the AWP meets the three objectives and outcomes set out in the Open Spaces Business Plan 2018-19 (a) Open spaces and historic sites are thriving and accessible, (b) Spaces enrich people's lives and (c) Business practices are responsible and sustainable.

Implications

93. The costs of implementing this comprehensive AWP has been met primarily through the Superintendent's Local Risk Budget which requires effective prioritisation of resources and funding.

Conclusion

94. The successful delivery of the 2017/18 AWP has been a significant milestone in implementing the new Divisional Management Framework.
95. A number of incomplete projects from the 2017/18 AWP have been carried forward into the 2018/19 AWP. Notably this includes bramble control across the Heath, the Golders Hill Park log garden and entrance improvement works at Nassington Road.
96. Members are asked to note the works undertaken in 2017/18 and provide feedback to the Superintendent.

Background Papers

Review of Annual Work Programme 2016 and the Proposed Annual Work Programme and Projects Plan for Jan 2017 to March 2018 (November 2016).

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Community Health Highlights - 2017/18



Visit by Kilburn Older Voices Exchange to Kenwood (in the snow!), dementia groups and Mind and Mood



Delivered Walk Leader training course with Camden Council

"Lots of parents and children of all ages were able to play and relax outdoors together, try out new activities and enjoy some sunshine. Great for fitness, learning new skills and enjoying the local environment.

(Connecting Parents, Belsize Library)

Ongoing support for Camden Carers walkers and craft sessions

Eight individuals with additional support needs begin full volunteering

Successful partnership with the Camden Society to deliver a 'confident on the Heath' programme for individuals with learning difficulties

Hosted 35 parents and children from Belsize Library for crafts and den building.



Weekly women's walking group continues to visit new areas with Camden Health Kick

Weekly Phoenix Futures Recovery through Nature sessions supporting Ranger Team

Open Wednesdays launched with weekly guided walks and drop-in conservation sessions at the Hive; new greenhouse and composting helps gardening club; hedgehog refuge and bird box factory



"Before coming on these walks, I'd never been into the Heath. I'd come to see my children at sports day, but never gone any further."

(Camden Health Kick participant)



'My body feels lighter' (Camden Health Kick participant)

Fig 1. Events delivered, volunteers and participants (target 1200)

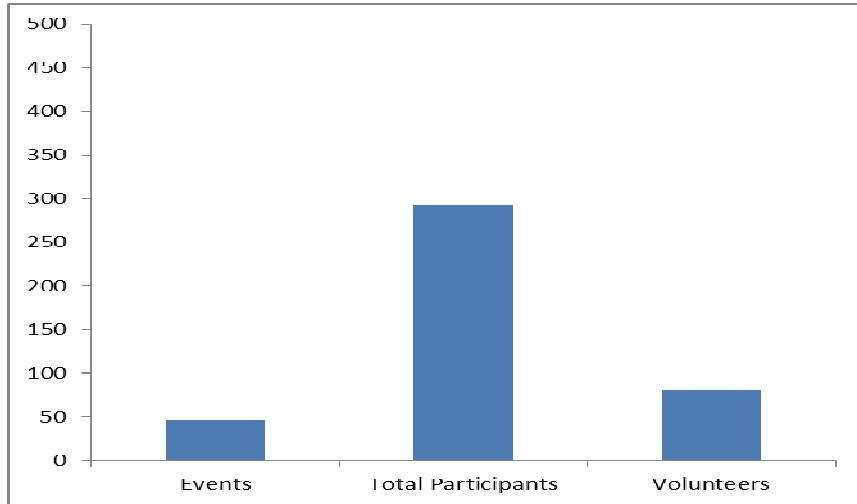
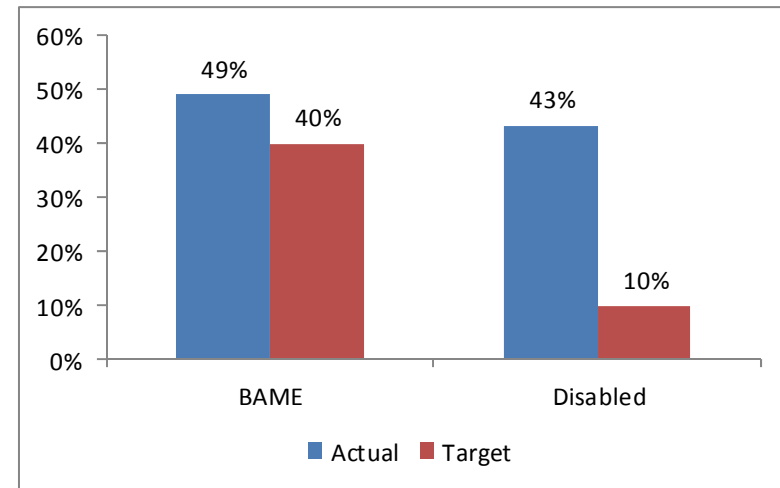


Fig 2. Profile of Participants (based on those responding)



Highlights of early 2018

Open Wednesdays launched at Hive; 21 people dropping in Weekly Open Wednesday guided walks launch.

Project supporting independent walking groups; Camden walk leader training delivered at the Hive.

35 parents and children from Connecting Parents group at Belsize Library (The Winch).

Working with two groups representing visually impaired people to develop resources.

Attended 'older and bolder' event at Swiss Cottage library.

Obtained grant from Camden Council for community festival on 1st July.

Challenges this quarter

Attendance at some walks less than expected; re-engaging partner organisations to support them with marketing.

Advertising Open Wednesdays to appropriate audiences

Plans for next quarter

Community Festival day on 1st July 2018

Deliver more activities in Old Orchard Garden

Busy programme of walks and visits planned for June—e.g. visually impaired trip to Golders Hill Park, 'Mind Yourself' visit, developing sessions for World of Work week at Gospel Oak Primary School.

Inclusion on Mind in Camden's Healthy Minds Programme.

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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