



Hampstead Heath, Highgate Wood and Queen's Park Committee

Date: WEDNESDAY, 25 NOVEMBER 2020

Time: 4.00 pm

Venue: VIRTUAL MEETING (ACCESSIBLE REMOTELY)

Members: Anne Fairweather (Chair)
Karina Dostalova (Deputy Chairman)
Deputy David Bradshaw
Alderman Prem Goyal
Michael Hudson
Alderman Gregory Jones QC
Deputy Edward Lord
Wendy Mead
Ruby Sayed
Deputy John Tomlinson
William Upton QC
Caroline Haines (Ex-Officio Member)
Oliver Sells QC (Ex-Officio Member)
John Beyer (Heath & Hampstead Society)
Councillor Richard Cornelius (London Borough of Barnet)
Yianni Andrews (Royal Society for the Protection of Birds)
Councillor Thomas Gardiner (London Borough of Camden)
Adeline Siew Yin Au (Ramblers' Association)
Christopher Small (English Heritage)

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Accessing the virtual public meeting

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<https://youtu.be/nrNVpFCltRE>

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John Barradell
Town Clerk and Chief Executive

AGENDA

Part 1 - Public Agenda

1. **APOLOGIES**

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

3. **MINUTES**

To agree the public minutes and summary of the meeting held on 9 September 2020.

For Decision
(Pages 1 - 10)

4. **OTHER MINUTES**

a) **Hampstead Heath Consultative Committee**

To receive the draft public minutes of the Hampstead Heath Consultative Committee meeting held on 19 October 2020.

For Information
(Pages 11 - 26)

b) **Highgate Wood Consultative Group**

To receive the draft public minutes of the Highgate Wood Consultative Group meeting held on 7 October 2020.

For Information
(Pages 27 - 32)

c) **Queen's Park Consultative Group**

To receive the draft public minutes of the Queen's Park Consultative Group meeting held on 7 October 2020.

For Information
(Pages 33 - 38)

5. **FRONT LINE WORK UPDATE**

Member of the Heath Team to be heard.

For Information

6. **SUPERINTENDENT'S UPDATE**

Report of the Superintendent of Hampstead Heath.

For Decision
(Pages 39 - 50)

7. **GOVERNANCE REVIEW**

The Chair of the Committee to be heard.

For Discussion

8. **CODE OF CONDUCT FOR DOG WALKERS AND LICENSING SCHEME FOR PROFESSIONAL DOG WALKERS**

Report of the Superintendent of Hampstead Heath.

For Decision
(Pages 51 - 76)

9. **FIXED PENALTY NOTICES**
Report of the Superintendent of Hampstead Heath.
For Decision
(Pages 77 - 82)
10. **REVISED TENDER TIMELINE FOR THE PARLIAMENT HILL, GOLDERS HILL PARK, PARLIAMENT HILL FIELDS LIDO, HIGHGATE WOOD, QUEEN'S PARK CAFÉS, AND THE HEATH EXTENSION KIOSK**
Report of the Superintendent of Hampstead Heath.
For Decision
(Pages 83 - 96)
11. **HAMPSTEAD HEATH PONDS AND WETLANDS CONSERVATION PLAN**
Report of the Director of Open Spaces.
For Decision
(Pages 97 - 152)
12. **REVIEW OF THE 2020 EVENTS PROGRAMME & PROVISIONAL EVENTS PLANNED FOR THE 2021 PROGRAMME**
Report of the Director of Open Spaces.
For Decision
(Pages 153 - 160)
13. **2020 SUMMER SWIMMING SEASON**
Report of the Director of Open Spaces.
For Information
(Pages 161 - 188)
14. **CLIMATE ACTION STRATEGY**
Oral update on the latest position.

Members are asked to note the Climate Action Strategy report approved by the Court of Common Council on 8 October 2020 found [here](#).
For Information
15. **INCOME GENERATION**
Report of the Director of Open Spaces.
For Discussion
(Pages 189 - 194)
16. **PLANNING WHITE PAPER**
Joint report of the Remembrancer and Director of Open Spaces.
For Information
(Pages 195 - 218)
17. **RESETTING OF DEPARTMENTAL BUDGETS 2020/21**
Report of the Chamberlain.
For Information
(Pages 219 - 230)

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

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

20. **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.

For Decision

Part 2 - Non-Public Agenda

21. **NON-PUBLIC MINUTES**

To agree the non-public minutes of the meeting held on 9 September 2020.

For Decision
(Pages 231 - 232)

22. **REPORT OF ACTION TAKEN**

Report of the Town Clerk.

For Information
(Pages 233 - 234)

23. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**

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

HAMPSTEAD HEATH, HIGHGATE WOOD AND QUEEN'S PARK COMMITTEE **Wednesday, 9 September 2020**

Minutes of the meeting of the Hampstead Heath, Highgate Wood and Queen's Park Committee held at VIRTUAL MEETING (ACCESSIBLE REMOTELY) - <https://youtu.be/4TWJPPzEIXs> on Wednesday, 9 September 2020 at 4.00 pm

Present

Members:

Anne Fairweather (Chair)
Karina Dostalova (Deputy Chairman)
Deputy David Bradshaw
Alderman Prem Goyal
Michael Hudson
Alderman Gregory Jones QC
Deputy Edward Lord
Wendy Mead
Ruby Sayed
Deputy John Tomlinson
William Upton QC
Oliver Sells QC (Ex-Officio Member)
John Beyer (Heath & Hampstead Society)
Councillor Richard Cornelius (London Borough of Barnet)
Councillor Thomas Gardiner (London Borough of Camden)

Officers:

Colin Buttery	-	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
Declan Gallagher	-	Operational Services Manager, Hampstead Heath
Yvette Hughes	-	Business Manager, Hampstead Heath
Paul Maskell	-	Leisure and Events Manager, Hampstead Heath
Mark Jarvis	-	Head of Finance - Citizen Services, Chamberlains
Gerry Kiefer	-	Department Business Manager, Open Spaces
Martin Falder	-	Project Support Officer, Open Spaces
Kristina Drake	-	Media Team, Town Clerk's Department
Leanne Murphy	-	Town Clerk's Department

1. APOLOGIES

Apologies were received from Christopher Small, Adeline Siew Yin Au, Rachel Evans and Graeme Doshi-Smith.

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

There were none.

3. **ORDER OF THE COURT OF COMMON COUNCIL**

Members received the Order of the Court of Common Council dated 16 July 2020 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 stated the Members that had expressed an interest and Anne Fairweather, being the only Member expressing their willingness to serve, was duly elected as Chair.

The Chair thanked Members for their support and took the opportunity to welcome new Member Deputy Edward Lord to the Committee.

5. **ELECTION OF DEPUTY CHAIRMAN**

The Committee proceeded to elect a Deputy Chairman in accordance with Standing Order No. 30. The Town Clerk stated the Members that had expressed an interest and Karina Dostalova, being the only Member expressing their willingness to serve, was duly elected as Deputy Chairman.

6. **APPOINTMENT OF SUB COMMITTEES, CONSULTATIVE COMMITTEES AND GROUPS AND REPRESENTATIVES ON OTHER BODIES**

Members considered a report of the Town Clerk regarding appointments to Committees and Groups for 2020/21.

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 Chair 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, but that William Upton QC would be approached to take up one of the vacancies;
- 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 Chair to also attend in an ex officio capacity;
- Wendy Mead be appointed to observe meetings of the Open Spaces and City Gardens Committee with the Chair to also attend in an ex officio capacity.

7. **MINUTES**

RESOLVED, that the public minutes of the meeting held on 3 June 2020 were approved as a correct record.

8. **HAMPSTEAD HEATH CONSULTATIVE COMMITTEE MINUTES**

The draft public minutes of the Hampstead Heath Consultative Committee (HHCC) meeting held on 6 July 2020 were received.

The Chair highlighted concerns from HHCC Members regarding the reduction of the Cyclical Work Programme (CWP) funds which were shared with the City Surveyor. A wider review of the CWP across all Open Spaces was taking place and an update would come to the next meeting.

9. **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 Superintendent acknowledged the challenges, particularly during July and the August heatwave. Thanks was given to all staff and Heath Hands volunteers for their great work and support.

Waste and recycling

- Staff have begun to reduce the number of bins across sites, but recycling will remain at all facilities.
- The Chair highlighted the significant challenge and resource implications dealing with rubbish and waste continued to present. Whilst Members were glad people visited the sites, it was felt that visitors should take their rubbish with them.
- Members voiced support for Option 4 and recommended that this approach be reviewed annually.
- A Member stated that other Open Spaces were experiencing the same issues and queried whether a City-wide communications campaign could be instigated to encourage and put responsibility on individuals to take away their own rubbish.
- The Chairman of the Open Spaces & City Gardens Committee advised that rubbish was the primary concern discussed over the last three months during meetings and stated that the City Corporation simply could not continue as it was as the costs, resources and time of staff were not sustainable. He agreed that there needed to be a complete change of culture and this would only happen through significant

education and a complete stop in litter collection services. Support across all Open Spaces was requested.

- The Chair added that the Committee and Officers wanted to spend the budget on facilities and the wider Heath, not clearing rubbish.
- Members agreed only wider City communications and a programme in collaboration with all Open Spaces Committees and partners, plus the relevant Local Authorities, would bring about the cultural need required.
- The Director of Open Spaces agreed there had been some success with pan-London messaging and that Officers continued to work in partnership with Keep Britain Tidy on how to change behaviours.
- A Member highlighted the significance of social media messaging to reach younger audiences.

Cycling

- The Superintendent advised that Officers had a helpful meeting with the London Borough of Camden to discuss the current position in relation to the cycling to and on the Heath as well as the wider local cycle network.
- The main change to the current position was: *k) The City Corporation committed to undertaking a review of the cycling provision within the mid-term review of the Hampstead Heath Management Strategy 2018 - 2028. In response to the COVID-19 pandemic this work will commence ahead of the mid-term review, which will take place in 2024. This process will start sooner than anticipated in the autumn.*
- Continued improvements have been made to pathways and signage making it clearer which paths are designed as shared use.
- A Member commended the City's efforts to discuss better cycling provision with Camden. He hoped this might lead to provision of a safe cycling network around the periphery of the Heath, so that there would be no need for the Heath paths to be used for cyclists to commute to work.
- In response to a query concerning electric scooters, Officers confirmed that these had become an increased issue for Staff and the Constabulary as they were more readily available and affordable. However, it was noted there had been no accidents to date. It was confirmed that it was against the byelaws to ride motorised vehicles across the Heath. The Superintendent added that cyclists using paths not designated as shared use was a bigger issue.

Cafés

- The proposed timeline previously reported for retendering the leases for the Parliament Hill café and Parliament Hill Fields Lido café was delayed by Covid-19. The new proposal was to extend the leases for 12 months to 12 January 2022.
- Members were advised that the current tenant of the Golders Hill Park café had terminated his lease. The tenant, recognising the City Corporation's difficulty to retender currently and in allegiance to his loyal customers, offered to delay terminating the lease until November 2021. The alternative was to find a temporary tenant and set up a tenancy at will whilst retendering took place.
- A Member observed that there were currently three park cafés in Barnet that were struggling to let and felt that it was best to keep someone in post if possible. It was agreed it made sense to continue with the current tenant whilst the tender was carried out.
- It was recommended that Officers proceed with tendering the leases for the Queen's Park café and the Highgate Wood café as soon as possible which were also delayed due to Covid-19. Both were cafés were currently operating under tenancy at will.

Establish a temporary Working Group

- Officers sought approval to establish a small temporary Working Group to progress Forest School Licenses and Fitness Training Licenses.
- The Chair highlighted the significant growth in outdoor fitness training and sport and the opportunity for the City Corporation to tap into this trend for income generation.

Lido Wall

- Members were advised that the boundary wall was regularly breached during summer 2019 and one of the outcomes of the Swimming Review was to install a temporary fence with Officers re-evaluating the height and structure to prevent this risk in future.
- A planning application had been prepared but Officers recommended that it be amended to only seek approval for the additional lighting. Members were supportive of this approach.

Planning

- The Superintendent informed Members that a planning consultant had been appointed.
- A Member noted that violence and Anti-Social Behaviour had been reported across a number of Open Spaces and enquired if this had been

an issue for Staff. Members were informed that there had been some incidents, predominantly large gatherings of young people, but the new Government Guidance limiting gatherings to six people would provide clarity to and assist Staff and the Constabulary. The Superintendent highlighted the critical relationship with the Metropolitan Police who had continued to provide enforcement support.

- In response to a query concerning Zippos Circus, Officers confirmed that the upcoming event was able to proceed as the company had rigorous Risk Assessments to enforce social distancing in place.

RESOLVED – That:-

- Members agree the proposed long-term option for waste and recycling as set out in para 10;
- Members agree the policy position on Cycling, as outlined in paragraph 14;
- Members agree the Superintendent's proposal to extend the leases for the Parliament Hill Fields café and Parliament Hill Fields Lido café for 12 months to 12 January 2022 as set out in paragraph 24;
- Members agree the Superintendent's proposal to proceed with tendering the leases for the Queen's Park and Highgate Wood cafés as set out in paragraph 25;
- Members agree the Superintendent's proposal to proceed with tendering the lease for the Golders Hill Park café as set out in paragraph 30;
- Members agree the Superintendent's proposal to establish a small temporary Working Group to progress Forest School Licenses and Fitness Training Licenses, as outlined in paragraphs 56 & 57;
- Members agree the proposed option (option 1) for the Lido Wall, as outlined in paragraph 74.

10. HAMPSTEAD HEATH SWIMMING COVID-19 TEMPORARY ARRANGEMENTS - WINTER SWIMMING SEASON

Members considered a report of the Director of Open Spaces setting out the COVID-19 temporary Winter Swimming Season arrangements, updating on the actions taken to implement the outcomes of the Swimming Review 2020 plus an update on the 2020 summer swimming season. The following comments were made:

- The Chair stated that reopening the three swimming ponds and Lido in line with Government Guidance had been incredibly challenging.

- The Chair apologised for the late additional documents but felt that it was important for Members to appreciate the large amount of correspondence received from swimmers. A document summarising feedback and representations from members of the public regarding issues relating to swimming charging, data privacy, concessions and the Support Scheme was circulated along with initial feedback from a Hampstead Heath swimming online survey. The Chair confirmed that the results to the review of the summer swimming season, including costs and revenue, would follow at the next meeting to provide a full picture. A full end of year swim review would also take place and be reported back to the Committee.
- The Superintendent advised that Officers were preparing for the winter season starting 21 September which would include the parallel introduction of season tickets and contactless payment at each facility. Cash would also continue to be accepted and the swimming telephone line would remain available to assist swimmers. It was noted that Lifeguards would remain at the Mixed Pond until late October.
- The Superintendent highlighted commentary concerning the Support Scheme and the package on concessions available at the swimming facilities. The scheme offering free swimming for under 16's and over 60s between 7.00 - 9.30am had been very successful at the Lido and Officers were keen to introduce this offer at the Ponds. It was noted that the timings did not align with the current Transport for London free travel time for freedom card holders.
- With regards to comments concerning prescribed swimming for health, the City Corporation has aligned with relevant groups, partnerships and Local Authorities.
- The Superintendent noted an existing City Corporation scheme offering time credits for volunteering and would be expanded to cover season tickets.
- The Chair advised that bids concerning swimming made through the CWP had been delayed but hoped they would be successful.
- An Equity Test of Relevance was carried out and aligned with the Option 3 decision made by this Committee during the Swim Review, on 11 March 2020.
- Season tickets were frozen during the summer season and would be extended for the period of lockdown and re-introduced for the winter season.
- The Chair highlighted that unlike other swimming venues, the City Corporation had not put their prices up despite the significant loss of income due to the pandemic.

- A Member, whilst supportive of the new swim charges for the safety and future sustainability of the facilities, highlighted the importance of diversity. The Member was concerned by the lack of BAME communities use of the facilities, as reflected in the survey stats and question how this could be improved.
- Members were advised that the City Corporation had reached out to a number of groups including migrant youth groups which had some success. It was agreed more needed to be done to engage with wider groups and communities.
- Members agreed that accessibility and affordability for all was key and recommended that the support scheme continue to be reviewed. The Superintendent advised that concessions were currently being reviewed across all City Corporation Open Spaces. The fees and charges would also be reviewed as part of the annual review.
- A Member was concerned that the Support Scheme did not go far enough to help those on a lower income and should include all individuals on benefits including, Universal Credit and Personal Independence Payment (PIP). The Chair stated that it was difficult to help everyone as benefits were based on means testing but the scheme aimed to assist these groups.
- Members felt there was a clear position for a campaign to attract more diverse visitors. It was agreed that cost was not the only issue and some groups may not know these facilities were available.
- A Member suggested approaching City Bridge Trust for possible funding for engagement with wider groups and communities.

RESOLVED – That:-

- Members agree the Support Scheme arrangements as outlined in paragraphs 30-40;
- Members agree for the Town Clerk, in consultation with the Chair and Deputy Chairman, to have delegated authority to agree changes to the Winter Season Proposals in response to further Government Guidance.

11. HAMPSTEAD HEATH, HIGHGATE WOOD AND QUEEN'S PARK RISK MANAGEMENT

Members considered a report of the Director of Open Spaces providing an update on the management of risks undertaken by the Open Spaces Department and the Hampstead Heath, Highgate Wood, and Queen's Park Division.

Members were advised that risks were reviewed regularly by the Department's Senior Leadership Team as part of the ongoing management of the operations of the Department and the Hampstead Heath, Highgate Wood and Queen's

Park Management Team. There were currently seven risks were reported amber.

RESOLVED – That Members note and approve the Hampstead Heath, Highgate Wood and Queen's Park Risk Register (Appendix 2).

12. FINANCE UPDATE

Members received a verbal finance update from the Chamberlain and Director of Open Spaces.

The Chair, as expressed previously, was keen for the Committee to explore revenue raising opportunities. Since the last meeting, an Open Spaces mid-year review had progressed with a report going to the upcoming Resource Allocations Sub Committee meeting. As the report was not ready for this meeting and the Committee's November meeting would be too late for their input before a final decision was made, the Chair considered an extra meeting looking at re-budgeting proposals and impacts to be necessary.

The Director of Open Spaces advised that monitoring of the in-year financial position was happening across all Open Spaces. Some steps had already taken place to overcome the significant loss of income in the first quarter and the Team continued to improve income generation and find efficiencies.

The Superintendent stated that the Heath's outline figures for the current year were forecast at £6m with income estimated at £4.6m and an overspend of £126k. Significant costs were incurred dealing with rubbish and recycling, external security at the Bathing Ponds and implementing Covid-secure facilities including additional signage. The cancelling and postponement of events was also a significant income loss.

The expenditure at Highgate Wood and Queen's Park was estimated at £1m with an income of £152k leaving a small overspend but it was hoped this would balance by year end. It was noted that the licences for Forest Schools at Highgate Wood had not yet resumed.

13. OPEN SPACES DEPARTMENTAL BUSINESS PLAN 2019/20 - YEAR END PERFORMANCE REPORT

Members received a report of the Director of Open Spaces providing Members with a review of the Open Spaces Department's delivery of its 2019/20 Business Plan.

RECEIVED.

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

There were no questions.

15. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

There were no urgent items.

16. **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.
17. **NON-PUBLIC MINUTES**
RESOLVED, that the non-public minutes of the meeting held on 3 June 2020 were approved as a correct record subject to one typo.
18. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
There were no questions.
19. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**
There was one item.

The meeting ended at 6.02 pm

Chair

Contact Officer: Leanne Murphy
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HAMPSTEAD HEATH CONSULTATIVE COMMITTEE **Monday, 19 October 2020**

Minutes of the virtual meeting of the Hampstead Heath Consultative Committee held on Monday, 19 October 2020 at 5.30 pm

Present

Members:

Anne Fairweather (Chair)
Karina Dostalova (Deputy Chairman)
Ray Booth (Barnet Mencap)
Nick Bradfield (Dartmouth Park Conservation Area Advisory Committee)
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)
Susan Rose (Highgate Conservation Area Advisory Committee)
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)
Simon Williams (Vale of Health Society)

Officers:

Colin Buttery	- Director of Open Spaces
Bob Warnock	- Superintendent of Hampstead Heath
Colin Buttery	- Director of Open Spaces & Heritage
Jonathan Meares	- Highgate Wood, Conservation & Trees Manager
Declan Gallagher	- Operational Service Manager
Richard Gentry	- Constabulary and Queen's Park Manager
Paul Maskell	- Leisure and Events Manager
Yvette Hughes	- Business Manager, Open Spaces Department

1. APOLOGIES

Apologies were received from John Etheridge (represented by John Hunt), Steve Ripley, Harunur Rashid and Sharleen McGee.

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

There were none.

3. MINUTES

The public minutes of the meeting held on 6 July 2020 were approved as a correct record.

Matters Arising

In response to a query concerning the refusal of telecoms monopole and cabinets outside Ivy House, the Superintendent confirmed that the application was still being considered by the Local Authority and Members would receive an update when the outcome was received.

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

The public minutes of the Hampstead Heath, Highgate Wood and Queen's Park Committee (HHHWQPC) meeting held on 9 September 2020 were received.

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

The draft public minutes of the Hampstead Heath Sports Advisory Forum meeting held on 30 September 2020 were received.

Members were advised that the Forum intended to further consider the balance of sports provision across the Heath, noting how many people were using the Heath and engaging in sports and recreation during lockdown. The Chair confirmed that the future remit of the Sports Forum was being reviewed with the Chair of the Forum and the Superintendent.

6. **GOVERNANCE REVIEW**

Members received an oral update from the Chair concerning the City Corporation's Governance Review. Members also noted Lord Lisvane's report and a note on the relationship between the HHHWQPC and the Hampstead Heath Consultative Committee.

The Chair stated that Lisvane's report was a comprehensive review, in terms of scope, and also included a review of the Standing Orders. A major review point was the number of Committees which was higher than the number of Members. It was acknowledged that some areas were addressed in more detail than others, with the Open Spaces as a whole considered in much less detail.

The Review recommended the disbandment of a number of Consultative Committees, including the Hampstead Heath Consultative Committee, and the merger of the four Open Spaces Grand Committees into one overarching Committee. The Chair emphasised that the London Government Reorganisation (Hampstead Heath) Order 1989 had not been considered and that Lord Lisvane had not fully understood the implications of the legislation.

The Chair stated that this was the start of the process and was keen to keep Members involved in the process and share their views on the recommendations.

Members made the following comments:

- The Chair and Deputy Chairman stressed their view that Consultative Committees and Groups were very helpful and had an important role in terms of accountability and local engagement.

- A Member (London Council for Recreation and Sport) regarded the report to be highly bureaucratic and Square Mile centric with radical proposals made without proper analysis. The implications of disbanding Consultative Committees had not been thought through and the values of consultation was not considered which is unacceptable. It was highlighted that the City Corporation was outwards as well as inwards facing and for the last 30+ years had been good at engaging with and listening to the local community.
- A Member (Highgate Society) echoed the views of their fellow Member and felt that Lord Lisvane should have spoken to Members of Consultative Committees as part of the process to establish what their take on their role was. Members were in agreement that the role of Consultative Committees was vital, and their views added value and validated decisions.
- The view of the Heath & Hampstead Society was highlighted by a Member (Heath & Hampstead Society) quoting the Chair who was cited in the Ham & High saying: "The legal position is that the Hampstead Committees are established by ministerial order. They can't be amended unless by another order. The Society would oppose unconditionally, and by every means at its disposal, the suggested abolition of the Consultative Committee".
- A Member (Hampstead Garden Suburb Residents' Association) noted that the 1989 Order was not mentioned at all in the Review which was the whole basis for the Heath being passed to the City Corporation, with stipulations for a representative group of Members representing local associations, sports interests and so on. There was also no reason given for the abolition of the Consultative Committees other than the fact that there were too many committees which Members did not feel justified the reasoning for the recommendation.
- The Chair thanked Members for their comments and agreed that these views would be shared within the ongoing review process. The next steps would be for Members to review the recommendations; however, the timeline was yet to be drawn up. It would be flagged when the recommendations around the open spaces were being reviewed in further detail. The Chair saw opportunities within the review process for the Committee to streamline their work and ensure they were representative of all Heath users.
- A Member (Friends of Kenwood), noted that open spaces are hugely important to the City, and workers, as has been demonstrated over the last few months. Arguably open spaces should not see any reduction of resources but should be pushed to the front of the agenda.
- The Deputy Chairman confirmed that Members appreciated the Consultative Committee process as a very valuable forum for

consultation. Members agreed to do all they would to represent the shared views of the Consultative Committee.

7. **SUPERINTENDENT'S UPDATE**

Members considered an update report of the Superintendent regarding Hampstead Heath and the following comments were made:

- The Superintendent was conscious of staff fatigue after a difficult year and thanked all staff for their ongoing support and hard work. Thanks, was echoed by Members of the Committee.
- In relation to the Constabulary, Members were informed that there was a recognisable change in how open spaces were being used with more people gathering in them socially. Gatherings as large as 80-100 of mainly young adults were experienced at the Heath throughout the summer and the four E's approach of Engage, Explain, Encourage, Enforce continued to be used. The Constabulary continue to engage with the MET who have provided ongoing support to enforce Government Guidelines where needed.
- The Superintendent updated Members on four planning applications:
 - **The Water House.** The works have now completed.
 - **The Garden House.** The City Corporation has responded to Camden Council regarding the applicant's Sustainable Urban Drainage Scheme condition 8.
 - **Jack Straws Castle.** It was confirmed that Camden Council have refused this planning application.
 - **Telecoms Mast (outside Ivy House).** The Planning Inspectorate is still to determine the appeal.
- The Superintendent noted that discussions with the Remembrancer were ongoing to submit a response to the Government White Paper on the future of the planning system in England.
- Officers confirmed that the tender of Golders Hill Park Accessible Car Park during summer 2020 had been impacted by Covid-19. The brief would be updated, and a further tender process would take place.
- The Director of Open Spaces provided an overview of the Open Spaces picture advising that Covid-19 had significantly impacted all Departments in terms of increased costs and a loss of income with the overall City Corporation deficit estimated to be over £20m for the current financial year. It was noted that Officers were working hard to reduce this figure, e.g. Hampstead Heath had an anticipated deficit of £500k at the beginning of the lockdown but the Team have worked hard over the summer to get income streams back up and running, and to identify

efficiencies where possible. These efforts have reduced the anticipated deficit considerably. Officers were working to achieve a balanced budget by the end of the financial year.

- The Director stressed that despite the tireless work of Officers, all Open Spaces were vulnerable before the pandemic and would remain vulnerable pending a likely second wave and lockdown, which would impact upon income streams and may further increase costs. The City Corporation is working to be more efficient in 2021/22 with target efficiencies of 12% of Local Risk Budgets, which equated to £525k. Fundraising opportunities and grants continue to be investigated to support the Heath charity and the Team were working hard to ensure that core services continued to be provided to a high standard.
- The Superintendent added that this would be tackled through a series of projects and programmes which were consistent with the Divisional Plan. This would include work on licensing, events and fundraising opportunities and a further catering offer at the Heath Extension. A fees and charges report would be prepared for Members to consider at their January 2021 meeting.
- In response to a query from a Member (London Council for Recreation and Sport) concerning whether spending would be deferred until next year. The Director confirmed the Capital Programme had been affected with a number of projects now on hold pending review. The Department was now grouping and prioritising all of its projects to make bids more successful. Longer term impacts on the budget were being considered, as delaying projects to balance the budget would not be sustainable in the long-term.
- With regards to fundraising, a Member (Highgate Society) noted that the Heath was surrounded by wealthy property owners and suggested approaching them for possible donations as the Heath greatly added value to them and the value to their homes.
- The Director noted that a lot of people did not understand that the Heath was a charity and a communications approach was being developed to push this idea. It was hoped that by making the process easier for people to make donations, this would increase particularly in light of the Heath's affluent locals.
- A Member (London Council for Recreation and Sport) felt a more holistic view was needed to promote the charity and requested that the Committee receive a report on the charity as a whole. It was acknowledged that charities were really struggling and therefore the approach needed to be right. It was suggested that the Superintendent become the Chief Executive of the charity. Members were reminded that a full City Corporation Charity Review was currently underway which included the Heath.

- Following an enquiry by a Member (Representative of Clubs using facilities on the Heath) regarding possible central Government Covid support, the Director confirmed that funding was available for Local Authority functions, so whilst the City Corporations Open Spaces within the square mile were eligible, the charity activities at the Heath did not fulfil a Local Authority function, and were subsequently not entitled to Local Authority support. As an employer, the Furlough scheme was available for staff unable to undertake their core role.
- A Member (Highgate Society) wished to understand the intensity of use at the Heath and Highgate Wood by Forest Schools, i.e. the number of schools, where within the open spaces they operated and the amount paid, etc. The Superintendent advised that a short-term approach was currently in place, but a new process was being worked up in line with the dog walking licensing scheme providing a more specialised approach, which would include input from the Heath's ecologist..

RESOLVED – That Members provide feedback.

8. **DRAFT HAMPSTEAD HEATH PONDS AND WETLANDS PLAN**

Members considered a report of the Director of Open Spaces providing an update on the Hampstead Heath Ponds and Wetlands Plan.

Members were advised that a scoping report was submitted for Members views in April 2018, to outline the proposed approach to preparing this plan, and what should be included. The document picked up the significant pond management issues including long-term options for desilting, ecological impacts and climate change. The City Corporation Climate Action Strategy, which was approved last week, was also referenced. Moving forward, open spaces would play a key role in achieving the Strategy objectives.

The Superintendent sought wider discussion and engagement with Members on the draft Ponds and Wetland Plan and Members were encouraged to provide written comments by 2 November 2020. This feedback would be incorporated into the final Plan to be considered by the Hampstead Heath, Highgate Wood and Queen's Park Committee in November 2020.

The following comments were made by Members:

- A Member (Heath and Hampstead Society) noted that the Society fully supported what they regarded to be a well written proposed plan and felt that PR guidance would be beneficial.
- A Member (Highgate Conservation Area Advisory Committee) felt that the safety of wild waterfowl should be prioritised over dogs access to swimming, noting there had been several incidents over the summer where swans and other wildfowl had been attacked by dogs swimming in the ponds. A result of Covid-19 was an increase in dog ownership. Having wild waterfowl on the Heath would only be possible if dogs were properly controlled. Members agreed more could be done to protect

wildlife and it was recommended that Wildlife Legislation be used to assist rules concerning the proper control of dogs. It was noted that the dog walking code of conduct will soon be in place.

- A Member (South End Green Association) noted that dogs were swimming over to the Boating Pond island, which needed to be protected. It was suggested that the southside path be fenced off, so visitors only used the path via the dam. Officers confirmed that there were aspirational plans to remove the causeway to the island.
- A Member (Marylebone Birdwatching Society) noted that the injury to swans from angling, as a result of entanglement in hooks and lines, was reported at the Sports Forum, but was not included within the Plan. Members were advised that the Ranger Team continued to work with a Swan Protection Group to protect swans at the Heath and were addressing dog and angling concerns. It was noted that the swan population had increased.
- In response to a query by a Member (Highgate Society) concerning the biodiversity of the ponds and new species, Officers confirmed that some new invertebrate species had been sighted (willow emerald dragonfly), following Heath Hands surveys in 2017 and 2018.
- A Member (Highgate Society) noted that water quality was potentially being affected by pollution from oil and tanning lotions used by swimmers. Officers confirmed that chemical issues were being assessed including the impact of insecticides used in some flea treatments.
- Members welcomed a report on the environmental impact of recreational users followed by a public education programme.
- A Member (London Council for Recreation and Sport) supported the Anglers Association, who have recently joined the Sports Forum, and hoped that a strengthened relationship with the Association would deal with any concerns by anglers.
- It was noted that the common gull mentioned in the report was actually not very common in London, compared to the black headed gull, and was undergoing a slow decline in the U.K.

RESOLVED – That Members views are sought in relation to the approach, content and recommendations covered in the draft Hampstead Heath Ponds and Wetland Plan (appendix 1).

9. **2020 SUMMER SWIMMING SEASON**

The Committee received a report of the Director of Open Spaces providing an update on the 2020 summer swimming season at Hampstead Heath which was impacted by Covid-19 and the commencement of the Winter Swimming Season.

The following comments were made:

- The Chair noted that over 120k visitors had been swimming over the summer since the Bathing Ponds and Lido reopened following lockdown with social distancing. Over 1,000 people took part in a swimming survey to give their views, including how safe and secure they felt and the ticketing process.
- The Superintendent noted that the BBC were on site today to film a positive story at the Lido around a long term study, which many of the Lido swimmers had been involved with, concerning how cold-water swimming could hold a clue for a dementia cure.
- In line with the outcomes of the Swimming Review, the wristband season tickets have been introduced and over 1,900 have been issued. Contactless payments were also working well, and the Stewards were doing a great job of sharing information and supporting the Covid secure arrangements. A review of the 2020 Summer Swimming Season would be presented to Members of the Management Committee in November 2020 followed by a report at the end of the current financial year to capture the full year impact.
- The Superintendent stated that the Heath Team have done an amazing job managing swimming which was a huge Team effort. Positive feedback was received from swimmers who have been happy to be able to get back into the water, in particular since 20 September when facilities have been operating with a capacity cap.
- In response to a query from a Member (Heath and Hampstead Society) concerning the negative letter in Heath & Ham requesting the preservation of free open swimming, the Chair confirmed that the issues had been responded to and many were addressed within the Swimming Review. It was highlighted that many lidos and open water venues had not reopened this summer, and the City Corporation had supported the work to open facilities and make them Covid secure.
- A Member (Friends of Kenwood) emphasised the very responsive Twitter swim feed over the summer, which was done very well. Members saw social media as a great tool to interact with users.
- Officers responded to a query concerning unauthorised swimmers advising that this was a clear safety concern, and this was being deterred using extra signage and patrols. It is also included in the Model Boating Pond recommendations within the Pond and Wetlands Plan.
- It was noted the Serpentine Swimming Club had received 2,000 application requests per week whilst the Bathing Ponds were closed, which highlighted the increased popularity of open water swimming. It was acknowledged there would be a real knock-on effect on other open swim venues if there were no Heath Bathing Ponds.

- In response to the swimming survey, a Member (London Council for Recreation and Sport) emphasised the effect of swimming on mental health the importance of wellbeing, and the relationship between active recreation and wellbeing in swimming and all sports which needed to be built on. It was also noted that the survey results, which may be linked to the respondents, showed a lack of diversity, with few BAME swimmers responding to the survey. Members agreed more work, particularly targeting BAME groups, was needed. The Chair confirmed that there had been engagement with the Black Swimming Association. There have also been engagements over the summer to work with migrant children and refugee children, who often have a fear of water, working with organisations to facilitate swimming in the Lido, which has been very successful. Improving diversity remained a priority and more work would follow.

RESOLVED – That Members provide feedback on the Summer Swimming Season.

10. REVIEW OF THE 2020 EVENTS PROGRAMME & PROVISIONAL EVENTS PLANNED FOR THE 2021 PROGRAMME

The Committee received a report of the Director of Open Spaces concerning the significant impact Covid-19 has had on the 2020 Hampstead Heath Events Programme and setting out the events currently scheduled for 2021, taking account of possible further impacts which could arise as a result of Covid-19.

Members were advised that only two events took place in 2020 as planned. The South of England Cross-Country Championships on 25 January 2020 was well attended with record numbers of participants in the youth event. Zippos Circus on 10-15 September 2020 was impacted heavily by the Government restrictions and ticket sales were very low.

It was hoped more events would be able to go ahead in 2021. Plans regarding the March National Cross-Country Championships were struggling and the London Games and Park Run would also likely be impacted. Negotiations were ongoing concerning the day change for the Showman's Guild and Affordable Art Fair. Members hoped these events could go ahead safely.

The following comments were made by Members:

- A Member (Highgate Society) noted that given the current conditions, it is important Members backed the proposed extra events which would aid enjoyment of the Heath and contribute towards revenue.

RESOLVED – That Members:-

- Provide feedback on the principle of the Showmen's Guild of Great Britain extending the traditional Easter Fair as set out in paragraph 23;
- Provide feedback on the principle of adding a second event after the Affordable Art Fair in April/May 2021;

- Provide feedback on the proposed 2021 Events Programme (appendix 1).

11. REVISED TENDER TIMELINE FOR THE PARLIAMENT HILL CAFÉ, GOLDERS HILL PARK CAFÉ AND PARLIAMENT HILL FIELDS LIDO CAFÉ

Members considered a report of the Superintendent of Hampstead Heath providing an update on the proposed revised timeline for the tendering of the Parliament Hill Café, Parliament Hill Fields Lido Café and the Golders Hill Park Café.

Members were informed that the leases for the Parliament Hill Café, Parliament Hill Fields Lido Café and Golders Hill Café were due to expire on 12 January 2021. However, due to Covid-19 and the subsequent impact on Officer workload, the tenders for the cafés had been delayed.

Feedback had been provided by the Café Working Group, who had concerns regarding the lease extension to the existing tenants which was not regarded as a long enough time period. They requested that this be further extended, with the tender process being delayed by two or three years. They also asked for reassurance that the current leases, which have been extended, terms and conditions would not be changed, and Officers provided assurance on this point. Concerns were raised around the proposed timeframe of the consultation being held during the winter and the possible impacts on this of any further lockdowns. It was also felt that future tenders should ensure that the cafes remained affordable to the local community.

A Member (Representative of Clubs using facilities on the Heath) noted that the procurement exercise began in 2015 which was a significant time ago. Officers confirmed that a decision was made after the 2015 exercise to offer the current leaseholders with an extension of 3+1 years, taking the leases to January 2021. The tender was due to take place in 2020 but the impacts of Covid delayed the process by a year. A new process would be used going forward which would include significant local engagement.

RESOLVED – That Members:-

- Provide feedback on the proposed revised timeline, as set out in paragraph 7;
- Note the feedback and recommendations from the Golders Hill Park Café User Engagement - outcome report (appendix 1).

12. FIXED PENALTY NOTICES

Members considered a report of the Superintendent of Hampstead Heath concerning the authorisation of Officers to issue Fixed Penalty Notices (FPNs) for byelaw offences and certain other offences under the City of London Corporation (Open Spaces) Act 2018.

Members supported the proposal to seek authority to set the amount of the fixed penalty pursuant to the Open Spaces Act 2018 for a relevant offence at £80, with a reduction to £50 if the penalty is paid within 10 days.

RESOLVED – That Members:-

- Discuss the delegation of authority to the Director of Open Spaces and the Superintendent of Hampstead Heath, Highgate Wood, Queen's Park to authorise Officers to issue FPNs and require a name and address where there is reason to believe that a person has committed an offence, pursuant to the City of London Corporation (Open Spaces) Act 2018;
- Discuss the amount of the fixed penalty for offences within Hampstead Heath, Highgate Wood and Queen's Park in respect of which an FPN may be issued under the Open Spaces Act 2018 being set at £80.00 with a reduction to £50.00 if paid within 10 days.

13. ADDITIONAL TREE PLANTING - PARLIAMENT HILL AREA OF HAMPSTEAD HEATH

Members considered a report of the Director of Open Spaces setting out proposals received from the Dartmouth Park Neighbourhood Forum for additional tree and hedge planting across the Parliament Hill area of Hampstead Heath.

Three proposals were submitted by the Dartmouth Park Neighbourhood Forum (DPNF) for tree planting opportunities both along the eastern boundary of the Heath and along the Broad Walk. Two main options were offered by the Heath's Tree Officer: 1) a formal approach including avenues and a natural approach including groups of trees or 2) the planting of groups of trees in clusters of three's, five's and seven's along the Broad walk. Members saw this as a good opportunity to contribute to increasing carbon capture and biodiversity for the area.

A Member (Hampstead Rugby Club) supported the tree planting but was concerned that planting in the area shown in Figures 2 and 3 would impact on leisure and recreation use in the area, which was currently being used as an overspill area for clubs and schools, e.g. school PE classes, rugby and football coaching and quidditch games.

Officers confirmed that the figures provided reflected the eventual size of the trees after 40+ years when they had increased in size. It was agreed that both could co-exist, and the trees could be positioned to not interfere with the recreational use of the area.

The Superintendent advised that the next steps were to include plans in future Annual Work Programmes (AWP), with the first phase in the 2021/22 AWP. It was noted that there was a sponsorship opportunity to plant trees at a cost £335 per tree plus planting and aftercare costs.

RESOLVED – That Members:-

- Provide feedback on the options set out;
- Provide views on the two options linked to Project 17, as outlined in paragraph 19.

14. DRAFT CODE OF CONDUCT FOR DOG WALKERS AND LICENSING SCHEME FOR PROFESSIONAL DOG WALKERS

Members considered a report of the Superintendent of Hampstead Heath providing Members with an update regarding the introduction of a Code of Conduct for Dog Walkers and a Licensing Scheme for Professional Dog Walkers to regulate this commercial activity using the powers available through the City of London Corporation (Open Spaces) Act 2018. The Superintendent now seeks wider discussion and engagement with Members on the draft Dog Walkers Code of Conduct, Professional Dog Walker Application Form and accompanying Terms & Conditions.

The Chair thanked Members (Friends of Kenwood, Marylebone Birdwatching Society, Hampstead Conservation Area Advisory Committee and Heath & Hampstead Society) for their feedback throughout development of the scheme which hit the news this week. Members were advised that their feedback would be included in the final versions of these documents for consideration by the HHHWQPC at their November 2020 meeting. Following approval, the licences would be implemented and go live in April 2021.

A Member (London Council for Recreation and Sport) noted that there was nothing regarding the number of times a dog walker could come onto the land per session. Officers confirmed the finer detail of the terms and conditions would be worked out before being presented to the HHHWQPC including the implications of the am/pm session and how this impacted dog walkers and their income. Members regarded four to be a sensible number.

A Member (Vale of Health Society) queried why the low limit of 20 licences had been set. A Member (Hampstead Conservation Area Advisory Committee) advised that 20 licences equated to 800 professional dogs per day whereas 30 licences would be 1,200 professional dogs. During discussions, it was considered most appropriate start smaller on the side of caution and increase if appropriate.

A Member (Hampstead Garden Suburb Residents' Association) queried if the Code of Conduct would state that dogs should be kept on leads in all sports areas. It was previously discussed and considered not to be practical for the Heath or the Extension. Officers confirmed the wording used was around dogs being under control and not on a lead. Signage could be used at sports pitch areas to remind dog walkers.

In response to a query with regards to there being no limit on the number of dogs a non-professional walker could walk. Officers confirmed that all dogs

needed to be kept under control and all dog walkers would be monitored with the potential for the implementation of further limitations if necessary.

With regards to the suggested excluded dog walking areas in Appendix 1, a Member (Highgate Society) felt that this list needed to be exhaustive and include all temporarily fenced off environmental areas.

RESOLVED – That Members:-

- Provide feedback Draft Dog Walkers Code of Conduct (Appendix 1);
- Provide feedback on the Draft Professional Dog Walkers Licence Application Form (Appendix 2);
- Provide feedback on the Draft Professional Dog Walkers Licence Application, Terms and Conditions (Appendix 3);
- Provide feedback on the proposal to limit the number of dogs for a Professional Dog Walker, as set out in paragraph 16 and 17;
- Views are sought from this Committee on the maximum numbers of dogs that can be walked under one person's control (para. 3);
- Views are sought from this Committee on the number of licences which can be issued for AM and PM sessions (para. 30).

15. VOLUNTEERING UPDATE

The Committee noted a report from Heath Hands providing Members with the volunteering highlights since volunteer programmes began a phased reintroduction from mid-June.

Members were advised that it had been a successful year despite the impact of Covid-19 and over £30k was raised for Heath Hands services. Significant interest from volunteers had been received but the reduced groups in light of Government guidelines meant that, for now, new volunteers could not be taken on.

The Chair gave thanks to all Heath Hands volunteers for their continued hard work and support, including with litter picking during lockdown.

A Member (London Council for Recreation and Sport) questioned why more volunteers could not be taken on to work in more groups of six across sites as this was great for people's health and wellbeing. Member were advised that projects were slowing being reintroduced and it was hoped more volunteers could be brought in over time.

16. HEATH & HAMPSTEAD SOCIETY PROPOSAL REGARDING THE 150TH ANNIVERSARY OF THE HAMPSTEAD HEATH ACT

The Committee noted the proposal submitted by the Heath & Hampstead Society for Nature Appreciation Display Boards on Hampstead Heath to

celebrate the 150th Anniversary of the 1871 Act. The following comments were made:

- The Chair encouraged a broader discussion on how the 150th anniversary of the 1871 Act could be celebrated noting that only smaller events were likely to be possible during Covid. The Chair felt this was an opportunity for the broader story of the 1871 movement for the Heath's protection to be told.
- The Heath & Hampstead Society were pleased by the positive response to its proposals for special display boards providing information about the Heath's natural history and protection and welcomed further ideas. It was noted that English Heritage also supported the idea and were in discussion with the society.
- A Member (South End Green Association) suggested including quality bird sounds via QR codes to an app next to pictures on the display boards. Members agreed an interactive board would make it more special.
- A Member (London Council for Recreation and Sport) highlighted the already strained budgets at the Heath and voiced caution against expensive celebrations. It was suggested that fundraising opportunities be explored to celebrate the anniversary.

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.*

- A Member (Marylebone Birdwatching Society) supported the proposal and suggested including information about flowers and butterflies.
- A Member (Highgate Society) remarked that only a limited amount of information could be presented on a board and considered a larger permanent display shown in an information centre plus a booklet/leaflet to be more informative. The Deputy Chairman added that this highlighted the need for a visitor reception and learning centre at the Heath.
- The Superintendent noted that there were good venues, e.g. the cafés and Heath Extension, to share this information and materials plus the public website.

RECEIVED.

17. QUESTIONS

Storage

A Member (Dartmouth Park Conservation Area Advisory Committee) enquired if the old Victorian gate and sign previously on Parliament Hill was still in

storage and if there was an opportunity to bring them back to the Heath or be offered to a museum. The Superintendent confirmed that they were still in storage and there was an opportunity to explore reintroducing them when the tennis hut was removed.

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

There was none.

19. **DATE OF NEXT MEETING**

The date of the next meeting on 25 January 2021 was noted.

The meeting ended at 7.35 pm

Chairman

Contact Officer: Leanne Murphy
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HIGHGATE WOOD CONSULTATIVE GROUP Wednesday, 7 October 2020

Minutes of the virtual meeting of the Highgate Wood Consultative Group held on
Wednesday, 7 October 2020 at 11.15 am

Present

Members:

Anne Fairweather (Chair)
Karina Dostalova (Deputy Chairman)
Deputy John Tomlinson
Stephanie Beer
Councillor Bob Hare
Councillor Julia Ogiehor
Michael Hammerson

Officers:

Jonathan Meares - Highgate Wood, Conservation & Trees Manager
Bob Warnock - Superintendent of Hampstead Heath
Leanne Murphy - Town Clerk's Department

1. APOLOGIES

Apologies were received from Peter Corley, Therese Gray (represented by Louise Lewis), Lucy Roots and Alison Watson.

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

There were no declarations.

3. MINUTES

RESOLVED, that the minutes of the meeting held on 9 October 2019 be approved as a correct record subject to a typo.

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

The public minutes of the Hampstead Heath, Highgate Wood and Queen's Park Committee meeting held on 9 September 2020 were received.

5. SUPERINTENDENT'S UPDATE REPORT - OCTOBER 2020

Members considered an update report of the Superintendent regarding Highgate Wood and the following comments were made:

- The Highgate Wood Manager highlighted the significant challenge for the Team operating throughout the Covid pandemic and thanked them for their hard work. Members echoed this thanks and congratulated staff on their hard work and extra duties they had taken on.

- The pandemic has had a significant impact on visitor numbers which was estimated to be a 50% increase (up from 800k to well over a million). This has significantly impacted the woodlands, environment and pathways at Highgate Wood as new paths and desire lines have developed from people trying to socially distance.
- The autumn would see the Team focus on recovering the natural aspect of the Woods.
- The Roman Kiln Project remains on hold due to Covid as the HLF bid has been delayed until 2021/22. The Friends of Highgate Roman Kiln (FOHRK) have set up a website to broaden support for the project.
- With regards to waste and recycling, this was a drastically reduced operation at the beginning of lockdown with bins turned upside down and visitors being encouraged to take waste home. The volumes of litter increased drastically along with the number of visitors after the lockdown restrictions were lifted and this has been an ongoing challenge to manage.
- The Team have been dealing with a high level of tree failures (31) including branch damage.
- A new reporting format to the Highgate Wood Consultative Group for 2021 was proposed to Members. This approach aimed to determine the objectives that would form the priorities for annual charity reporting process.
- Members were advised that the City Corporation had launched a new Climate Action Strategy, and this had a significant role for all of the City Corporation's Open Spaces who inputted into the Strategy. Climate change would subsequently be an item on all future agendas.
- OPM numbers have significantly increased in 2020 at Highgate Woods. To date, a target-based approach of nest removal has been used to combat OPM rather than spraying trees with harmful chemicals.
- For 2020, the number of nests in trees at the Heath reduced by 50% and it was hoped this trend would follow at the Woods in 2021. It was noted that a parasitoid fly, *Carcelia iliaca*, were found in harvested nests and Officers and ecologists hoped this would provide a natural control of future OPM populations in the future.
- The City Corporation has continued to support the tenants of the Pavilion Café throughout lockdown. Officers were working to retender the Pavilion Café in parallel with other Corporation cafés. Officers were pleased with the current tenant and hoped they would stay.

- Forest Schools remained suspended since the beginning of lockdown and would resume activity in the autumn. New licencing procedures would be introduced in the winter to better regulate their activities and cap the number of schools.
- In response to a concern about OPM control impacting food species for sparrow hawks, Members were advised that an ecological and biological approach was being used rather than pesticides and sprays.
- A Member was concerned by the erosion and desire lines that had developed and enquired if logs could be used as a deterrent to allow these areas to recover. Officers confirmed dead hedges and large pieces of timber and temporary fencing were all being considered.
- In response to a query regarding restarting open air guided walks and events, it was confirmed that walks were being considered but this would have to be in line with Government's rule of six guidelines. A test and trace booking system would also be used.
- A Member queried if TfL had been approached concerning the railway land discussed in previous meetings. Officers confirmed TFL's Property Department had been contacted and an expression of interest had been sent to discuss arrangements for a land transfer. It was noted that the bridge dating back to the 19th century could be a future health and safety risk.
- With regards to the outstanding school representative, Members were advised that the Head of the Highgate Primary School was unable to attend the last or current meeting but would hopefully attend the next meeting. The Town Clerk agreed to share the meeting information.
- A Member stated that there were cracks and suspected subsidence at the Pavilion Café. Officers agreed to inform the City Surveyor's department to investigate and take action if needed.

6. **GOVERNANCE REVIEW**

Members received an oral update from the Chair concerning the City Corporation's Governance Review and noted Lord Lisvane's report.

The Chair stated that Lisvane's report was a comprehensive review of everything including the Standing Orders. A major review point was the number of committees which was higher than the number of Members. It was acknowledged that some areas were addressed in more detail than others, with the Open Spaces as a whole considered to be much less detailed than needed.

The Review recommended the disbandment of a number of consultative committees, including the Highgate Wood Consultative Group, and the merger of the four Open Spaces Grand Committees into one overarching Committee. The Chair emphasised that the statutory requirements for Hampstead Heath

prohibited this and that Lord Lisvane had not fully understood the implications of the legislation.

The Chair and Deputy Chairman stressed their view that Consultative Groups were very helpful and had an important role in terms of accountability and local engagement. The Chair was keen to keep Members involved in the process and share their views on the recommendations.

A Member felt that the recommendations were undemocratic and saw the role of Open Spaces Consultative Groups as more vital than ever in light of the current Covid pandemic challenges.

It was agreed that the different open spaces were completely different in character from each other and that needed addressing at a local level. Whilst there were common issues for all Open Spaces, Members did not feel that one merged Committee could cover all of the specific local issues.

A Member believed the role of the Consultative Groups went further than just a mechanism for locals to feed into the City Corporation, but that they helped the City Corporation feed out expertise and best practice. This knowledge was regarded as invaluable to the local groups and communities. A Member agreed declaring that as a local resident the Wood was incredibly important to the local community who were grateful to input into the service it provided.

A Member was concerned that there would be a potential negative PR impact on the City Corporation if it disbanded the Consultative Groups and excluded the local voice from its management processes and decisions.

A Member, who was a Member of Court, felt that Consultative Groups were extremely valuable and saw the recommendations to be short-sighted. The Member regarded dialogue and capturing the society view to be invaluable to the decision-making processes.

The Chair thanked Members for their comments and agreed that these views would be shared. The Chair saw the whole review process to be an opportunity to streamline their work and ensure best practice.

7. QUESTIONS

There were no questions.

8. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

There were none.

9. DATE OF NEXT MEETING

The date of the next meeting on 21 April 2021 was noted.

The meeting ended at 12.09 pm

Chairman

Contact Officer: Leanne Murphy
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QUEEN'S PARK CONSULTATIVE GROUP Wednesday, 7 October 2020

Minutes of the virtual meeting of the Queen's Park Consultative Group held on
Wednesday, 7 October 2020 at 3.00 pm

Present

Members:

Anne Fairweather (Chair)
Karina Dostalova (Deputy Chairman)
Ruby Sayed
Richard Brindley
Vicky Zentner

Officers:

Colin Buttery	- Director of Open Spaces
Bob Warnock	- Superintendent of Hampstead Heath
Richard Gentry	- Constabulary and Queen's Park Manager
Leanne Murphy	- Town Clerk's Department

1. APOLOGIES

Apologies were received from John Blandy, Virginia Bonham Carter (represented by Richard Brindley), Councillor James Denselow, Helen Durnford, Councillor Neil Nerva and Councillor Eleanor Southwood.

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

There were none.

3. MINUTES

RESOLVED, that the minutes of the meeting held on 9 October 2019 be approved as a correct record.

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

The public minutes of the Hampstead Heath, Highgate Wood and Queen's Park Committee meeting held on 9 September 2020 were received.

5. DRAFT MID TERM REPORT - QUEEN'S PARK CHARITY (NO. 232986)

Members received a report of the Superintendent of Hampstead Heath presenting the draft Annual Report on activities at Queen's Park for the period 1 April to 30 September 2020.

Members were advised that this report proposed a different approach to engaging with Members of the Queen's Park Consultative Group on activities at Queen's Park. Once finalised, the draft Annual Report would be included in the Trustees Annual Report as required by the Charity Commission.

Members went through the recommendations of the report and the following comments were made:

Further work in order to deliver improvements to the sandpit and adjacent toilet block at Queen's Park

- In response to queries regarding the progress of the sandpit and toilet block project, Officers confirmed that redevelopment of the toilet had progressed to Gateway 3/4 but the impact of Covid-19 meant a review of all Capital Projects. Previously a decision had been made to split the sandpit and toilet projects, submitting the toilet redevelopment through the Gateway process. A recent decision to re-prioritise projects across the organisation required the Division to defer and rescope the toilet redevelopment project. An existing project for toilet refurbishment exists in the current Cyclical Works Programme (CWP) the Park Manager will discuss and consider options with the City Surveyor's Department.
- A Member enquired if Officers would continue with maintenance until funding was acquired. Members were advised that money would be used to cover necessary break down and repairs in the meantime.
- The Deputy Chairman highlighted the significant amount of time this project had been in discussion and was frustrated that it had barely moved on. She did not feel it was cost effective to do some of the work if it made up part of a bigger bid of works to take place later and requested clarity. Officers confirmed that works that could be delivered from the £35k in CWP funds should progress as soon as possible as the next opportunity to resubmit would not be for at least another 12 months.
- A gate and planting would be considered to make access between the sandpit and toilet block easier for users.
- The Director of Open Spaces stated that the situation had changed dramatically for the City Corporation who were already undertaking a review of its Capital Programme prior to the pandemic and had since increased from to Covid-19 expenditure pressures. Whilst there continued to be significant competition from numerous projects, Officers were trying to undertake the smaller more urgent works where possible.
- In light of the considerable wait to bid for the entire toilet block project, Members supported the use of the £35k from the CWP to improve the toilet and consider access between the toilet and sandpit which would be a significant help to users.
- At the request of the Chair, Officers agreed to bring proposals for these works to the next meeting. It was noted that local community groups were kept engaged at all times regarding projects and progression and provided ongoing feedback.

Review of the Queen's Park Conservation Management Plan

- Members were advised that the plan was developed in 2014. Officers were in discussion with a company to carry out a mid-term review of the plan during the winter and would be presented to Members in the spring.
- Members agreed the woodland walk needed careful management, particularly now during Covid-19. Members were concerned that the woodland path was naturally widening from visitors trying to avoid other people. Implementation of a temporary path to create a two-way system was suggested.
- A Member queried if the woodland walk could be made one way as it was a narrower area making it difficult to pass people safely. Officers stated that this would be considered along with monitoring of footfall from all entrances and a potential complete closure of the woodland walk. It was hoped that with signage, paths could be self-policed without conflict.
- It was noted that visitor numbers would likely decrease in winter.
- A Member questioned if a “Harry Styles One Direction” approach for the Park had worked as there had been conflicts in other open spaces during the first lockdown between walkers/joggers/dog walkers/cyclists when one direction enforcement was brought in.
- Another Member felt that jogging should be banned completely on the pathways as this caused conflict with those walking which were in the majority. Members agreed that joggers could not be banned.
- It was noted that implementing a one-way system for runners around the entire Park had limited success. Where possible, widening the pathway with keep left or right signage was felt to be the most sensible way to manage people.

Development of a Park Activity Plan

- Members were advised that social media continued to be used to promote the Park and its activities and events. This would be developed further as a key promotional and communication tool.
- A main focus was to continue developing a Friends of Queen’s Park group in the hope this could be utilised to help with fundraising, e.g. for the development of the Children’s Sandpit and play area, and volunteering activity.
- The Chair highlighted the excellent work produced by Heath Hands and welcomed volunteering ideas for the Park.

- Officers advised that pedestrian counters used at entrances had failed and regrettably not captured the full picture of visitor numbers for the year. Subsequent updates to the system would be brought in.
- A Member highlighted the importance of accurate data capture particularly in terms of building a case for additional funding and investment for the open spaces.
- A Member was concerned that the gate counters, which normally dealt with visitor numbers of approximately one million per year, were not sophisticated enough to capture the higher numbers caused by Covid-19. Officers confirmed that the technology was getting older and required repairs and software updates. New systems were being considered. An alternative was to view Google Analytics data to indicate footfall.
- In response to a query concerning use of photo comparison to show impact of increased visitors, it was confirmed that there were no available images but some anecdotal data was available to assist the report capturing and assessing the Park's summer months.
- The Director of Open Spaces confirmed that the Open Spaces Department was working on data capturing the impact of increased visitors across all of the Corporation's Open Spaces. Data was being shared between sites across all of London and would be used forcefully in funding applications.
- The Chair noted data was supported by the obvious visible signs of compaction and the significant impact of rubbish. It was hoped that more funding would be made available to deal with the impact of higher numbers. The Chair also hoped that making the Queen's Park charity more visible and active would assist as the City Corporation's budget become more and more under pressure.

Events Policy

- It was noted that all planned events at Queen's Park had been cancelled since March 2020.
- The new Events Policy enabled better control and scrutiny for events applications. It was hoped that this, alongside the new licensing scheme for professional dog walking and sports, would further develop opportunities at the Park. Officers confirmed that all relevant information would be shared with Members as the scheme developed.
- Members were advised that a key project for 2021 would be the retender of the Queen's Park Café which was currently operating under a tenancy at will by Hoxton Beach. Members would be kept updated through this process.

RESOLVED – That Members:-

- Note the contents of this report;
- Share their thoughts on achievements at Queen's Park and how the Park meets the priorities, aims and objectives outlined within the Corporate Plan 2018-23, the Departmental Business Plan, 2020/21 and the objectives of the Highgate Wood and Queen's Park Kilburn charity.
- Discuss the revised priorities for April 2021 onwards be included in the Plans for Future Periods section of the Annual Report when it is submitted in Spring 2021:
 - Refurbishment of the Queen's Park Children's Sandpit
 - Improve provision of equipment in the Children's Play Area
 - Consult on, finalise and implement the Queen's Park Woodland Walk Management Plan 2020
 - Discuss the Cyclical Works Programme for the Queen's Park Toilets
 - Review of the Queen's Park Conservation Management Plan
 - Develop a Park Activity Plan
 - Deliver the tender for the Queen's Park Café.

6. **GOVERNANCE REVIEW**

Members received an oral update from the Chair concerning the City Corporation's Governance Review and noted Lord Lisvane's report.

The Chair stated that Lisvane's report was a comprehensive review of everything including the Standing Orders. A major review point was the number of Committees which was higher than the number of Members. It was acknowledged that some areas were addressed in more detail than others, with the Open Spaces as a whole considered to be much less detailed than needed.

The Review recommended the disbandment of a number of Consultative Committees, including the Queen's Park Consultative Group, and the merger of the four Open Spaces Grand Committees into one overarching Committee. The Chair emphasized that the statutory requirements for Hampstead Heath and Epping Forest prohibited this and that Lord Lisvane had not fully understood the implications of the legislation.

The Chair and Deputy Chairman stressed their view that consultative groups were very helpful and had an important role in terms of accountability and local engagement. The Chair was keen to keep Members involved in the process and share their views on the recommendations.

A Member felt that the input of locals was essential and helped the City Corporation understand the local issues and concerns of their open spaces. It was felt to be a huge negative if they lost their voice through the Consultative Committees.

A Member highlighted the invaluable relationship between QPARA and the Consultative Group working together to deal with local issues and initiatives.

Members agreed that the Consultative Group brought formal structure for engagement which must be maintained for efficient decision-making.

The Chair thanked Members for their comments and agreed that these views would be shared. The Chair saw the whole review process as an opportunity to streamline their work and ensure best practice.

7. **QUESTIONS**

There were no questions.

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

There were none.

9. **DATES OF NEXT MEETINGS**

The date of the next meeting on 21 April 2021 was noted.

The meeting ended at 4.03 pm

Chairman

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

Committee(s): Hampstead Heath, Highgate Wood & Queen's Park Committee	Date(s): 25/11/2020
Subject: Superintendents Update	Public
Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly?	1, 2, 3, 4, 5, 11 & 12
Does this proposal require extra revenue and/or capital spending?	No
If so, how much?	
What is the source of Funding?	
Has this Funding Source been agreed with the Chamberlain's Department?	
Report of: Open Spaces Department	For Decision
Report author: Bob Warnock, Superintendent	

Summary

This report provides Members with an update on matters relating to Hampstead Heath, Highgate Wood and Queen's Park since September 2020.

Recommendation

Members are asked to:

- Agree the Dartmouth Park Neighbourhood Forum tree planting proposal as set out in para 15.
- Agree the Highgate Wood priorities that will then be included in the Plans for Future Periods section of the Annual Charity Report 2021/22 as set out in para 20.
- Agree the Queen's Park priorities will then be included in the Plans for Future Periods section of the Annual Charity Report for 2021/22 as set out in para 24.

Main Report

Coronavirus Emergency Response and Issues

1. Following the Government announcement on 2 November, and the start of the second National Lockdown, the following facilities have closed between 5 November – 2 December 2020. The Superintendent will provide a further update at the meeting and will continue to monitor the Government Guidance.
2. Closures include:
 - Parliament Hill Athletics Track

- Tennis Courts (Parliament Hill, Golders Hill Park and Queen's Park)
 - The Parliament Hill Fields Lido
 - The Hampstead Heath Bathing Ponds
 - Weddings (Golders Hill Park & Queen's Park)
 - Children's Farm (Queen's Park)
 - Zoo (Golders Hill Park)
 - The pitch and putt (Queen's Park)
 - The Peggy Jay Centre/ One O'clock Club
 - The Adventure Playground and Clubhouse
 - Guardians Gym (at the Lido)
 - Winter Swimming Club
 - Football and Rugby
 - Volunteering
 - Licenced Events e.g. workshops, children's activities, Be Military Fit and the Hampstead Winter Swimming Club.
3. The Chair of this Committee wrote to the Secretary of State on 2 November, asking the Government to consider keeping outdoor sports open during the second National Lockdown, with strict social distancing and other COVID-secure measures in place (appendix 1).

Constabulary

4. The Constabulary Manager will provide a verbal update at the meeting.

Licencing

Forest Schools

5. Applications for short term licences to operate Forest Schools on the Heath and Highgate Wood have been received. The Superintendent and Conservation and Trees Manager have reviewed the applications and short-term licences are in the process of being issued. Forest School activity is permitted to take place during the second National Lockdown.
6. In early 2021 the Superintendent will form a small working group to progress the development of the licencing arrangements in the longer-term.

Ecology and Conservation Annual Work Programme November 2020

7. The following monitoring activities have taken place:
- Reptile and dragonfly monitoring by volunteers has continued.

- Detailed analysis of the Heath wide breeding bird survey begun in partnership with the Heath and Hampstead Society is being undertaken with selected territorial maps produced.
8. The following works have been undertaken as part of the Annual Work Programme (AWP):
 - Grassland management has been undertaken in August and September with most of the planned cutting completed.
 - Targeted desilting of the Sandy Heath ponds has been undertaken to maintain these ponds as important amphibian spawning sites.
 9. Officers are currently putting together the AWP for 2021/22 which will be presented to Members for discussion and approval at the next meeting in February 2021.

Contractors & Maintenance

10. At Parliament Hill, the main path which runs from the Highgate Road to the Staff Yard has been re-laid. The works took place between 5-9 October 2020.
11. The East Heath Car Park will be resurfaced, with works currently scheduled to start in early February 2021. The Jack Straw's Castle Car Park will be available for parking during the works.

Planning

12. The Superintendent will provide an update on the following planning applications:
 - 55 Fitzroy Park
 - Jack Straws Castle
 - Telecoms Mast (Spaniards Road)
 - 108 South Hill Park
 - Telecoms Mast (outside Ivy House)

Golders Hill Park Accessible Car Park

13. The Golders Hill Park Manger will provide an update at the meeting. Unfortunately, the tender process which took place during summer 2020 was impacted by COVID-19 and therefore the tender will be re-run.

Finance

14. The Director and Superintendent will provide a verbal update on the in-year position budget position and the draft budget for 2021/22.

Dartmouth Park Neighbourhood Forum (DPNF) – Parliament Hill Tree Planting Proposal

15. The DPNF have written to the Superintendent/Chair to put forward proposals to plant additional London plane trees in the Parliament Hill area, to act as a long-term replacement for the mature plane trees within the area. A number of options were discussed by the HHCC at their walk on 17 October, and at the virtual meeting of the HHCC on 19 October 2020. Members supported the option to plant a cluster of trees, as shown in appendix 2. If Members are agreeable, the tree planting will be incorporated into the 2021/22 Annual Work Programme, and the cost of the trees will be met from fundraising and sponsorship.

150 Year Anniversary of the Hampstead Heath Act

16. The Chair of the Committee to be heard.

Highgate Wood

17. The Highgate Wood Manager will provide a verbal update on the response to the COVID-19 pandemic.
18. In previous years, Highgate Wood Consultative Group (HWCG) meetings have received a written report prepared by the Highgate Wood Manager, summarising recent achievements and issues at Highgate Wood.
19. It is proposed that the October 2021 meeting of the HWCG will be used to reflect on progress against priority projects to date and begin to set the objectives for the following business year, with the following spring meeting being used to finalise the end of year reports for onward submission to this Committee.
20. Members views on the revised priorities for April 2021 onwards are sought. The priorities will then be included in the Plans for Future Periods section of the Annual Charity Report when it is submitted in Spring 2021:
 - Deliver the tender for the Highgate Wood Pavilion Café.
 - Deliver the Annual Work Programme and in conjunction with the City Surveyor's Department, deliver the Cyclical Works Programme.
 - Continue to support the Roman Kiln Project and future funding applications.
 - The continued monitoring and regulation of Forest School activities and their impact on ecology and biodiversity.

Queen's Park

21. The Park Manager will provide a verbal update on the response to the COVID-19 pandemic.
22. In recent years, Queen's Park Consultative Group (QPCG) meetings have received a written report prepared by the Park Manager, summarising recent achievements at Queen's Park.

23. It is proposed that the October 2021 meeting of the QPCG will be used to reflect on progress against priority projects to date and begin to set the objectives for the following business year, with the spring meeting being used to finalise the end of year reports for onward submission to this Committee.
24. Members views on the revised priorities for April 2021 onwards are sought. The priorities will then be included in the Plans for Future Periods section of the Annual Charity Report when it is submitted in Spring 2021:
- Develop a project for the refurbishment of the Queen's Park Children's Sandpit.
 - Improve provision of equipment in the Children's Play Area.
 - Consult on, finalise and implement the Queen's Park Woodland Walk Management Plan 2020.
 - Mid Term Review of the Queen's Park Conservation Management Plan.
 - Develop a Park Activity Plan.
 - Deliver the tender for the Queen's Park Café.
 - Deliver the Annual Work Programme and in conjunction with the City Surveyor's Department, deliver the Cyclical Works Programme.

Appendices

- Appendix 1 – Correspondence with the Secretary of State, November 2020.
- Appendix 2 – Proposal for additional tree planting along the Broad Walk.

Bob Warnock

Superintendent, Open Spaces Department.

T: 020 7332 3322

E: bob.warnock@cityoflondon.gov.uk

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From: Fairweather, Anne
Sent: 02 November 2020 15:18
Subject: Outdoor sports from 5 November

Dear Secretary of State

As you consider the COVID-19 regulations for arrangements from 5 November, we ask for your support to keep these important outdoor activities open, within strict social distancing and Covid-secure protocols.

The lockdown in March showed how valuable our open space is. We had to close these sports and activities in March and as we approach more restrictions and a colder darker season, we are very keen to keep them open. Over the summer these facilities have been very well used. This has led to significant increases in participation and more people walking, running, swimming, playing tennis and golf, using our athletics track and our brilliant trim trails, effectively increasing their physical and mental health and well-being. In particular we ask you to consider:

- Outdoor swimming: Hampstead Heath has 3 swimming ponds and a lido. We have sold nearly 2000 season tickets this winter. Cold water swimming has well documented mental and physical health benefits and many find the release of cold water swimming helpful in these difficult times. With outdoor changing, and room for social distancing in the venues and the water, we believe we can run these venues safely for the benefit of swimmers. We have also put in place one way systems, hand sanitizers at the entrances and, most importantly, have employed stewards to inform and enhance the swimming experience. They make sure all customers are aware of all the rules on the heath and ultimately making their experience a safe and worthwhile one.
- Tennis: our tennis courts on Hampstead Heath, Golders Hill Park and Queen's Park have never been busier. They are all run through the LTA online booking system to allow for trace and trace and social distancing.
- Running track: we had to keep this open air facility closed in the first lockdown, even though running on the Heath was allowed. We support pre-booking and limiting of numbers at this venue and are keen to keep this open from 5 November to support running clubs and individuals train.
- Golf: golf is hosted on Epping Forest and there is a pitch and putt facility at Queen's Park. This sport has been very popular as we come out of lockdown and allows for as much social distancing as walking with others, for example. We support pre-booking at these facilities.
- Outdoor gym equipment: it would be helpful if we could keep this equipment open given the difficulties in fencing it off, the open air environment, and the huge desire to train on the open spaces which we have seen since the March lockdown.

Do let me know if you need any further information on these venues.

It would also be incredibly helpful to understand how any sporting restrictions apply to children and young adults. The Heath supports over 180 sports clubs and its been good to see children training on the Heath again. Wanstead Flats is home to up to 60 pitches for football matches of all sizes.

Many thanks for your consideration

Kind regards

Anne Fairweather
Chair, Hampstead Heath, Highgate Wood
& Queen's Park Committee

Graeme Dosh-Smith
Chair, Epping Forest and Commons Committee

Cc:

Jane Nickerson, CEO, Swim England
Scott Lloyd, CEO, Lawn Tennis Association
Joanna Adams, CEO, UK Athletics
Jeremy Tomlinson, CEO, Golf England



Anne Fairweather CC | Chair Hampstead Heath, Highgate Wood & Queen's Park

Member for Tower ward

City of London | Guildhall | London EC2V 7HH

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Department for Digital, Culture, Media & Sport

Ministerial Support Team
4th Floor
100 Parliament Street
London SW1A 2BQ

E: enquiries@dcms.gov.uk

www.gov.uk/dcms

Ms Anne Fairweather
Anne.Fairweather@cityoflondon.gov.uk

12 November 2020
Our Ref: TO2020/24405

Dear Ms Fairweather,

Thank you for your correspondence of 2 November, regarding guidance for sports. I am replying as a member of the Ministerial Support Team for the Department for Digital, Culture, Media and Sport.

The government understands that sport and physical activity are incredibly important for physical and mental health, and are a vital weapon against coronavirus.

Nobody wanted to be in the position of having to introduce further national restrictions. However, as the Prime Minister said, with the virus spreading faster than expected we cannot allow our health system to be overwhelmed. Therefore, from Thursday 5 November until Wednesday 2 December indoor and outdoor sports and leisure facilities will need to close and activities will need to stop. This includes leisure centres and gyms, swimming pools, tennis and basketball courts, golf courses, fitness and dance studios, climbing walls, archery, driving, and shooting ranges.

The National Restrictions are designed to get the R rate under control through limiting social contact and reducing transmissions. In order for these measures to have the greatest impact, we are asking everyone to sacrifice doing some things they enjoy doing, for a short period of time. As soon as we're in a position to start lifting restrictions, grassroots sports will be one of the first to return. Information on the new national restrictions, including their impact on sport and exercise, is available here: www.gov.uk/guidance/new-national-restrictions-from-5-november.

National restrictions now apply to England. There are differences in the guidance for Scotland, Wales and Northern Ireland. For more information on restrictions see here: www.gov.uk/coronavirus.

People are still allowed to leave their homes for exercise and recreation outdoors, with your household or on your own, or with one person from another household or support bubble. However, we have not introduced further exemptions because it's important that the restrictions are simple to understand. The difficulty is that, when you unpick one thing, the effectiveness of the whole package is compromised.

The advice for the playing of all sports evolves in line with the COVID-19 situation. You would be advised to check the latest updates on this webpage, as it is updated continuously: www.gov.uk/government/publications/coronavirus-covid-19-guidance-on-phased-return-of-sport-and-recreation.

Finally, do note that this department does not produce guidance for every sport. Instead, you would be advised to refer to the National Governing Body for each relevant sport, for the latest advice. All National Governing Bodies for sports in the UK are listed in the section entitled: 'Sports and governing bodies that we recognise', on this webpage: www.sportengland.org/how-we-can-help/national-governing-bodies?section=the_recognition_process.

If you are a sports business looking for government support, you can check to see what support is available here: www.gov.uk/coronavirus/business-support.

More information on funding available from Sport England is available here: www.sportengland.org/how-we-can-help/our-funds.

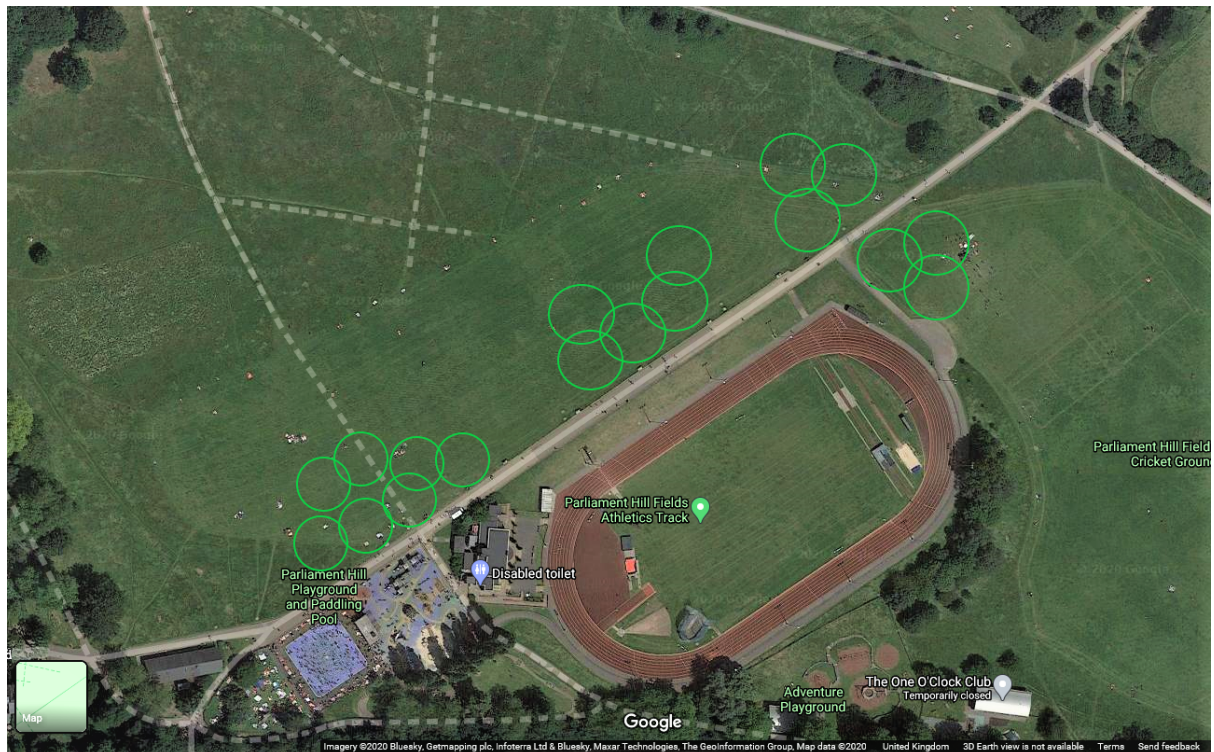
We are continuing to work with organisations to understand what they need and how we may be able to support them.

I hope you find this reply useful.

Yours sincerely,

Joseph Downing
Ministerial Support Team

Appendix 2 - Proposal for additional tree planting along the Broad Walk.



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Committee(s): Hampstead Heath, Highgate Wood and Queen's Park Committee	Date: 25/11/2020
Subject: Code of Conduct for Dog Walkers and Licensing Scheme for Professional Dog Walkers	Public
Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly?	1, 5, 10, 11, 12
Does this proposal require extra revenue and/or capital spending?	No
If so, how much?	
What is the source of Funding?	
Has this Funding Source been agreed with the Chamberlain's Department?	
Report of: Superintendent of Hampstead Heath	For Decision
Report author: Richard Gentry	

Summary

The City of London Corporation (Open Spaces) Act 2018 enables the City Corporation to operate a scheme (a "licensing scheme") to control an activity in an open space that is carried out for commercial gain. Where an activity is specified in a licensing scheme (a "specified activity"), the City Corporation may grant a licence for the carrying on of that activity.

This report proposes the introduction of a Code of Conduct for Dog Walkers and a Licensing Scheme for Professional Dog Walkers at Hampstead Heath. Members are asked to approve the Dog Walkers Code of Conduct, Professional Dog Walker Application Form and accompanying Terms & Conditions for Professional Dog Walkers appended to this report.

A public consultation was completed in 2019 and users and local stakeholders acknowledge the prevalence of professional dog walkers using Hampstead Heath for their commercial activity. There is concern regarding the potential increase and the impact that the activity has on users and the continued management of the open spaces. The Hampstead Heath Consultative Committee are in favour of the proposed approach.

It is proposed that the Licensing scheme for Hampstead Heath will commence on the 1 April 2021. There will be a need to publish the scheme details for at least 21 days before the date on which the scheme takes effect.

Parallel Code of Conducts and Licencing Scheme will be prepared for consultation with Members of the Highgate Wood and Queen's Park Consultative Groups, which will be presented for Members for approval in February 2021.

Recommendations

Members are asked to:

- Approve the key documents with a view to the Licencing schemes coming in effect on 1 April 2021 (appendix 1-3).
- Approve an initial allocation of 20 licences on Hampstead Heath which can be issued for both AM and PM sessions (para. 22)

Main Report

Background

1. In February 2019, the City of London Corporation (City Corporation) procured the services of Jon Sheaff and Associates to research and deliver proposals for a voluntary Code of Conduct for all dog walkers, plus a Licensing Scheme for those offering this service commercially. Jon Sheaff and Associates carried out engagement in July and August 2019.
2. The project brief included a requirement to carry out an engagement and consultation process with private and Professional Dog Walkers to inform the development of a Code of Conduct and Licensing Scheme.
3. On 14 October 2019 Jon Sheaff presented an update on the outcome of the engagement work to the Hampstead Heath Consultative Committee. Following consultation, a suggested number of dogs walked under one person's control was five dogs. Further discussion with the Hampstead Heath Consultative Group has favoured a maximum of four dogs being walked by one person at any one time. Officers are proposing that four dogs be walked by one person.
4. On the 19 October 2020 the views of the Hampstead Heath Consultative Committee were sought, feedback received from this this group was:
 - A Member (London Council for Recreation and Sport) noted that there was nothing regarding the number of times a dog walker could come onto the land per session. Officers confirmed the finer detail of the terms and conditions would be presented to the HHMC including the implications of the am/pm session and how this impacted dog walkers and their income. Members regarded four to be a sensible number.
 - A Member (Hampstead Conservation Area Advisory Committee) queried why the low limit of 20 licences had been set. Members were advised that 20 licences equated to 800 professional dogs per day whereas 30 licences would be 1,200 professional dogs. The decision was made to start smaller on the side of caution and increase if appropriate.

- A Member (Hampstead Garden Suburb Residents' Association) recommended that wording be included in the Code to state that dogs should be kept on leads in all sports areas.
 - In response to a query with regards to there being no limit on the number of dogs a non-professional walker could bring, Officers confirmed that all dogs needed to be kept under control and all dog walkers would be monitored with the potential for the implementation of further limitations if necessary.
 - With regards to the suggested excluded dog walking areas in Appendix 1, a Member felt that this list needed to be exhaustive and include all temporarily fenced off environmental areas.
5. Following engagement with local stakeholders and users it is proposed to introduce a licensing scheme for Professional Dog Walkers to regulate an activity which sees an estimated 30+ companies operating a commercial activity on the open space. (In 2014/15 the Hampstead Heath Constabulary carried out engagement with Professional Dog Walkers and made contact with 30 different suppliers on Hampstead Heath). In a recent search, at least 12 suppliers were found online to promote their dog walking business on Hampstead Heath. This is quite an intensive industry that can impact on the experience of recreational users. Some dog walkers remain on the Heath whilst dogs are ferried in and out to them on an hourly cycle, creating additional congestion in the visitor car parks. Inevitably these businesses also generate additional dog waste, which either has to be picked up by Rangers and/or disposed of from the dog waste bins.
 6. A cause of concern for visitors and the local community is the regular occurrence of dog walkers walking up to 10+ dogs. Because of economics, these also tend to be Professional Dog Walkers, although some recreational users also walk large numbers of dogs. Officers, visitors and the local community perceive that it is not always possible for one person to effectively control that number of dogs, e.g. picking up after a dog, managing dogs off lead.
 7. Between 1 October 2018 and 1 October 2020, the Heath Constabulary recorded 343 dog related incidents on Hampstead Heath. They have recorded 256 engagements with Professional Dog Walkers during this period. 6 cases have been brought before the Courts regarding dog control over the same period.
 8. The proposed Code of Conduct will be voluntary for recreational dog walkers and will therefore be used as an educational tool. Any enforcement action in relation to Professional Dog Walkers would be carried out by the Hampstead Heath Constabulary. The Heath Constabulary's operating procedures will be updated to reflect the new arrangements. Constables will engage, explain, encourage and enforce. The four 'E's are based on evidence that people are more likely to comply if they feel they have been treated fairly, have received an explanation, and have been given the opportunity to give their view. The City Corporation may revoke a licence if there has been a breach of any of its Terms and Conditions.

9. Under section 10(4) of the City of London Corporation (Open Spaces) Act 2018 a person who, without reasonable excuse, carries on a specified activity without a licence, or in contravention of the Terms and Conditions of such a licence, also commits an offence and is liable on summary conviction to a fine not exceeding level 2 on the standard scale (currently £500). Under section 11 of that Act such offences may be dealt with through the issue of a Fixed Penalty Notice and a separate paper is on today's agenda for this Committee regarding the amount of any Fixed Penalty and delegation of authority to issue Fixed Penalty Notices.

Current Position

10. Members received a verbal update from the Superintendent of Hampstead Heath concerning the dog walker Code of Conduct and licence consultation in January 2020. In the summer of 2020, a small Working Group was set up, enabling further discussion and development of a Code of Conduct, Professional Dog Walker application form and associated Terms and Conditions. This group met on a number of occasions to discuss the documents which are located at appendices 1 – 3.
11. A number of Local Authorities in London have a licence scheme in place for professional dog walkers, these include: Ealing, Hammersmith & Fulham, Hillingdon, Hounslow, Lambeth, Richmond upon Thames, Wandsworth, Lee Valley Regional Parks and The Royal Parks. The numbers of dogs allowed to be walked via the respective Local Authority licensing schemes are 4 to 6 dogs. This could see a displacement of Professional Dog Walkers to City Corporation managed open spaces if equivalent restrictions are not introduced.
12. A future consideration may be the introduction of a Public Spaces Protection Order (PSPO), if it becomes necessary to introduce an enforceable limit on the number of dogs that can be walked by recreational dog walkers at any one time. A Local Authority may make a PSPO to deal with nuisance or anti-social behaviour in a particular area that is detrimental to the local community's quality of life and there are precedents for PSPOs being used for dog control – for example, at Burnham Beeches. Compliance with the Code of Conduct by recreation dog walkers will inform any future decisions regarding the introduction of a PSPO.
13. The Schedule to the City of London Corporation (Open Spaces) Act 2018 requires the City Corporation to have in place a review process for anyone aggrieved by a decision to revoke a licence, or to refuse to grant a licence. A specific Panel or Committee of three City Corporation Members who are Magistrates will need to be established for this purpose before the new licensing regime goes live, and the Superintendent is in discussion with the Town Clerk about these arrangements. Relevant recommendations will be presented to the Policy and Resources Committee and Court of Common Council in the coming months. There is also a right of appeal to the Magistrates' Court.
14. The existing byelaws deal with specific offences relating to dog control but are primarily reactive to problems that have already arisen. The Code of Conduct

and the Licensing Scheme will encourage better behaviour in a more flexible way and address the wider issues arising from professional dog walking.

Summary of Consultation & Proposals

15. As a result of the engagement and consultation exercise, the following key themes emerged:
 - Open Spaces within the Hampstead Heath Division are for everyone.
 - The value of open spaces is recognised for their health and wellbeing outcomes for those walking dogs.
 - Dog walkers should clean up after their dogs.
 - Dogs should be kept under proper control.
 - Dog walkers should have access to bins for the disposal of waste.
 - All dog walkers should adhere to a Code of Conduct.
16. Professional Dog Walkers would be able to apply for one or more licences, enabling them to walk a maximum of four dogs during the following periods:
 - Morning 7am – 12noon
 - Afternoon 12noon – 5pm
17. The proposed Code of Conduct and Licensing Scheme both reflect that four dogs is the maximum number that any dog walker should have under their control and this approach is broadly in line with other Local Authorities across London.
18. Applicants for a Professional Dog Walking Licence will need to demonstrate, as part of the application process, how they will meet the strategic set out in the Hampstead Heath Management Strategy 2018 – 2028 (Strategy). specifically, Priority 3. Before a license is issued, the City Corporation will evaluate the application, taking into consideration their responses as to how they will meet the strategic outcomes of the Strategy. The Director and the Superintendent already have delegated authority to issue licences arising from the City of London Corporation (Open Spaces) Act 2018.
19. The proposed licence fee for Professional Dog Walkers will be presented for Members consideration as part of the annual review of fees and charges for 2021/22. The fee will then be reviewed on an annual basis.
20. The City Corporation have discussed with English Heritage, Kenwood House the proposed introduction of a licensing scheme for Professional Dog Walkers. The City Corporation will continue to work with English Heritage to ensure visitors use the open space and associated English Heritage land responsibly.
21. The adoption of a Code of Conduct will enable the City Corporation to build awareness and promote education about caring for the Heath into all communications and activities. A Licensing Scheme for Professional Dog Walkers will additionally allow numbers to be capped at a manageable level, ensure that operators are appropriately insured and adhere to agreed standards, and that they pay a licence fee that covers the reasonable administrative costs

incurred in connection with the Scheme and make an appropriate contribution towards the running costs of the Heath.

22. The number of licences issued for Professional Dog Walkers would be monitored and reviewed on an annual basis. Officers propose that in the first 12 months of the scheme, 20 licences for morning walks (7am – 12noon) and 20 licences for afternoon walks (12noon – 5pm) are issued for Professional Dog Walkers on Hampstead Heath. This figure has been arrived at as it will enable Staff to better manage and monitor professional dog walkers in the morning and the afternoon, e.g. avoiding a surge of professional dog walkers entering the open space in the morning.

Key Data

23. Members will be updated on the number of licenses issued for professional dog walkers on an annual basis.

Strategic implications

24. The introduction of the Code of Conduct for all Dog Walkers and a Licencing Scheme for Professional Dog Walkers contributes to the three aims set out in the City of London Corporation Corporate Plan 2018-23: Contribute to a flourishing society, Support a thriving economy and Shape outstanding environments, in particular the following Corporate Plan outcomes:
 - (1) People are safe and feel safe.
 - (5) Businesses are trusted and socially and environmentally responsible.
 - (10) We inspire enterprise, excellence, creativity and collaboration.
 - (11) We have clean air, land and water and a thriving and sustainable natural environment.
 - (12) Our spaces are secure, resilient and well maintained.
25. It also meets the three objectives and outcomes set out in the Open Spaces Department Business Plan 2020-21: (a) Open spaces and historic sites are thriving and accessible, (b) Spaces enrich people's lives and (c) Business practices are responsible and sustainable.
26. The adoption of a Code of Conduct and Licensing Scheme contributes towards the achievement of the Hampstead Heath Management Strategy 2018-2028 Strategic Outcomes A: The Heath is maintained as a flourishing green space and historic landscape, B: Improved quality of life for Heath visitors, C: The Heath is inclusive and welcoming to a diverse range of visitors and D: Greater number of and diversity of People taking care of the Heath.
27. The scheme has been developed to differentiate between professional dog walkers and recreational dog walkers, e.g. professional dog walkers will be issued with an identifier which they will be required to be in possession of when walking dogs on a City Corporation managed open space.

28. As well as education, the City Corporation will review the Hampstead Heath Constabulary Engagement and Enforcement Strategy in advance of the implementation of a Code of Conduct and Licensing Scheme.

Financial implications

29. Hampstead Heath (number 803392), is a registered charity, for which the City of London Corporation is the Trustee. The Hampstead Heath, Highgate Wood and Queen's Park Committee (HHHWQPC) manages Hampstead Heath on behalf of the City of London Corporation and must take decisions in the best interests of the charity.
30. The costs of implementing the and administrating the scheme will be met from the Local Risk Budget.

Legal implications

31. The City Corporation may make a licensing scheme under section 10 of the City of London Corporation (Open Spaces) Act 2018, to control an activity in an open space that is carried on for commercial gain. Where an activity is specified in a licensing scheme (a "specified activity"), the City Corporation may grant a license for the carrying on of that activity.
32. There will be a requirement for Staff to administer and enforce the Licencing Scheme.

Risk implications

33. There is the potential that the introduction of a Code of Conduct and Licensing Scheme could attract significant local interest. A Communications Plan will be developed to inform stakeholders.

Equalities implications

34. An Equality Impact Assessment Test of Relevance has been completed for the introduction of a Code of Conduct for all Dog Walkers and a Licencing Scheme for Professional Dog Walkers has been completed. At this stage, it is considered that there are no negative impacts on the protected characteristics.

Conclusion

35. The City of London Corporation (Open Spaces) Act 2018 allows the City Corporation to introduce a licensing scheme for commercial activities.
36. The introduction of a Code of Conduct for all Dog Walkers and a Licensing Scheme for Professional Dog Walkers will enable the City Corporation to better regulate commercial activities on Hampstead Heath. It will also support the proactive delivery of an engage, explain, encourage and enforce approach by the Heath Constabulary in response to dog walking on Hampstead Heath, Highgate Wood and Queen's Park.
37. It is proposed that the Licensing scheme will commence on the 1 April 2021. There will be a need to publish the scheme details for at least 21 days before the date on which the scheme takes effect.
38. Parallel Code of Conducts and Licencing Scheme will be prepared for consultation with Members of the Highgate Wood and Queen's Park Consulative Groups, which will be presented for Members for approval in February 2021.

Appendices

- Appendix 1 - Dog Walkers Code of Conduct for Hampstead Heath
- Appendix 2 - Professional Dog Walkers Licence Application Form for Hampstead Heath
- Appendix 3 - Professional Dog Walkers Terms and Conditions for Hampstead Heath

Background Papers

- Jon Sheaff Presentation – Interim Report - Code of Conduct and Licensing Scheme for dog walkers, commercial dog walkers.

Richard Gentry

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City of London Corporation – Hampstead Heath DRAFT Code of Conduct for Dog Walkers.

The Code of Conduct:

- Ensures that the use of Hampstead Heath by dog walkers does not adversely impinge on other users and other activities across the Heath.
- Protects the Heath's unique mix of wild and natural green space and historic landscape.
- Ensures that access to and use of this public open space is preserved for all visitors.

The purpose of this Code of Conduct is to provide clear guidance to both professional dog walkers, and to individuals walking and exercising dogs on Hampstead Heath. The Code of Conduct reflects and reinforces the City of London Corporation's Heath Vision, which sets out shared community aspirations for the Heath 50 years into the future, expressed in four broad themes:

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

A licensing scheme for professional and commercial dog walkers is also in place. A copy of the Professional Dog Walking application form is available online at www.cityoflondon.gov.uk/hampsteadheath. Alternatively, a copy can be obtained in paper format by telephoning 020 7332 3322.

Code of Conduct

Dog walkers should:

- Keep their dog(s) under proper control
- Keep their dog(s) in line of sight at all times.
- Be able to recall any dog(s) they are walking.
- Ensure their dog(s) do not distress wildlife, particularly waterfowl, or damage habitats, e.g. by digging.
- Pick up their dog's faeces and take them off site or use an appropriate bin.
- Have a lead for each dog.
- Ensure each dog is wearing a collar with the contact number of its owner inscribed on it, or on a tag/plate attached to it.
- Put their dog(s) on lead when instructed to do so by City Corporation staff or in areas specified in the licence map, or where a notice indicates that this is required.
- Dog walkers should be aware that some people may find dogs intimidating or perceive that they present a physical risk and should take

immediate and appropriate action to ensure that their dog(s) does not threaten other Heath users or wildlife.

Professional Dog Walkers

- You may only make use of Hampstead Heath for Professional purposes if you are licensed to do so. Professional Dog Walkers can be identified by a lanyard. Professional dog walkers without a valid licence will be liable to a fine.
- The licence restricts Professional Dog Walkers to exercise a maximum of four dogs on Hampstead Heath at the same time.

Microchipping

- All dogs are required by law to be microchipped. The chip needs to be linked to the owner's current contact information to be compliant.

Byelaws

- Dog walkers must abide by the byelaws for Hampstead Heath. A copy of the Byelaws is available [online](https://www.cityoflondon.gov.uk/hampsteadheath) at www.cityoflondon.gov.uk/hampsteadheath.
- Alternatively, a copy can be obtained in paper format by telephoning 020 7332 3322. Dog walkers must consult the Byelaws in full. For reference, key excerpts from the Byelaws include:

Byelaw 21: No person shall cause or suffer any dog...to enter ...any open space, unless such dog be under proper control...and restrained from injuring, annoying or disturbing any person or animal

Byelaw 22: No person shall allow any dog... to enter any lake...entry on which by dogs... is prohibited by notice

Byelaw 23: No person shall...where a notice prohibiting the entrance of dogs is exhibited, cause or suffer any dog...to enter there in

Byelaw 26: No person shall...harry, ill-treat, or injure or destroy any animal, bird or fish...

Access Restrictions

The City Corporation reserves the right to restrict the use of different areas of Hampstead Heath, by notices or the online map, which is provided to professional dog walkers. All dog walkers must conform to these restrictions, please refer to Byelaw 22.

Dog walkers must not allow dogs to go into playgrounds, fenced nature conservation areas, or into ponds except at designated dog swimming sites with floating barriers.

Dogs should be kept away from areas that are undergoing renovation or conservation works.

Formal landscapes, such as Golders Hill Park, and other sensitive locations, such as sports pitches, require dogs to be on lead at all times. A map setting out the areas where dogs are excluded, or must be on a lead, is available at www.cityoflondon.gov.uk/hampsteadheath.

Unacceptable Behaviour

We expect people to treat the Heath and other visitors with respect. In the context of this Code of Conduct, please consider your actions and behaviours. Please observe the following when walking dogs on the Heath:

- Refrain from aggressive, intimidating or unreasonably noisy activities that interfere with the comfort and enjoyment of other visitors.
- Do not walk more than 4 dogs at once and avoid congregating with other dog walkers if this means there are more than 4 dogs present in one place at any one time.
- Dog Walkers shall walk in independent groups. Walking with other multiple Dog Walkers shall not be permissible.
- Prevent dogs from intimidating or threatening wildlife, damaging plants and habitats and the historic landscape of Hampstead Heath or compromising the enjoyment of these spaces by other users.
- Avoid leaving dogs unattended in a vehicle other than for short periods of time while collecting and dropping off.
- Refrain from unacceptable behaviour which may lead to a fine, or in the case of professional dog walkers, loss of licence.

Thank you for following the Code of Conduct for Dog Walkers and helping us to protect and conserve Hampstead Heath.

- For more information on Hampstead Heath or to make a donation to the Hampstead Heath Charity please visit www.cityoflondon.gov.uk/hampsteadheath
- To apply for a Professional Dog Walking Licence please visit (Insert Link)
- To find out about Volunteering opportunities please email info@heath-hands.com

(Add Social media links)

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Hampstead Heath Professional Dog Walking Licence Application Form

To apply for an annual Professional Dog Walking licence, please fill out this form and tick to confirm that you have read and understood the following documents before you submit your application:

- ☐ Hampstead Heath Licence Terms and Conditions for Professional Dog Walking
- ☐ Hampstead Heath Code of conduct for Dog Walkers
- ☐ Fees and charges for Professional Dog Walking licences
- ☐ Hampstead Heath Management Strategy 2018-2028
- ☐ Dogs Trust Code of Conduct

All applications are subject to final approval by the City of London Corporation.

All sections must be completed, and the requested supporting documentation provided in order for the application to be considered. Please allow up to 4 weeks for the processing of applications.

Applicant's full name

Company or trading name

Email

Telephone (mobile)

Address

Postcode

Website

Is your company registered?

☐ Yes

☐ No

Company registration number

National Insurance number

The City of London Corporation has an obligation to inform HMRC of any person or organisation who earns income from its premises

Is your business a Charity?

- ☐ Yes
☐ No

Charity number

Is your company VAT registered?

- ☐ Yes
☐ No

VAT registration number

Number of dog walking licences applying for? A licence is not transferable between dog walkers within the same company.

Full names of dog walkers

Please include your business name in the file name of the document. When submitting your application form, please also provide:

- A signed and dated risk assessment and health & safety method statement to cover your dog walking sessions and a brief written policy on your emergency procedures (first aid, accident reporting). For more information about how to complete a risk assessment please visit www.hse.gov.uk/risk/index.htm
- Two passport sized photographs of each Professional Dog Walker.
- Evidence of Public Liability Insurance, minimum of £2 million and the number of dogs, you are covered to walk at any one time.
- Customer or character references x 2
- Details of previous experience [including the number of years you have had and experience of multiple dog walking] and relevant qualifications.
- Details of how you will transport the dogs.
- Information about any dog related convictions you have.
- Details of how you will support the outcomes of the Hampstead Heath Management Strategy 2018-2028. “weblink”

Priority 3 of the Hampstead Heath Management Strategy 2018-2028 sets out our approach to ensure a balance is maintained between visitor activities and the conservation of natural, built and heritage values.

In the boxes below, evidence how your Business will contribute to achieving licence application (criteria i to iv). Please refer to the Hampstead Heath Management Strategy 2018-2028 to inform your answers.

- i. Explain how your activity aligns with the Heath Vision and the Strategic Outcomes for Hampstead Heath.
- ii. Explain what you will do to ensure your activity protects and conserves the Heath.
- iii. Explain how your activity is sustainable (environmentally and financially) and based on a strong business case.
- iv. Explain how your event promotes the Heath values of shared stewardship and collective responsibility.

Agree to terms and conditions *

☐ I confirm that I have read and agree to the terms and conditions and will adhere to the code of conduct when undertaking professional dog walking on Hampstead Heath for myself individually/on behalf of an organisation (please delete as appropriate).

I agree to the City of London to process my personal data for the purpose of arranging and issuing a Professional Dog Licence for the Hampstead Heath.

Please note that you are able to withdraw your consent at any time by contacting hampstead.heath@cityoflondon.gov.uk.

For further information about how the City Corporation processes your personal data please see our privacy notice as held at www.cityoflondon.gov.uk, or contact the Information Officer at information.officer@cityoflondon.gov.uk.

Sign:

Date:

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City of London Corporation (“the Authority”)

Terms and conditions for professional dog walking registration and use of Hampstead Heath.

1. Issue of Annual Licence

- 1.1. This licence is granted by the Authority to the Licensee on the Commencement Date subject to the acceptance of these terms and conditions on the Application and payment of the Licence Fee.

The Authority may:

- 1.2. charge an applicant for a licence such fee as is determined by the Authority to be sufficient to cover the reasonable administrative costs incurred in connection with such applications; and
- 1.3. charge such fee for a licence as the Authority considers is an appropriate contribution towards the costs incurred by the Authority in connection with Hampstead Heath.

2. Interpretation

- 2.1. In these terms and conditions: -

"Application" means the application form submitted by the Licensee as varied by any amendment agreed by the Licensee and the Authority or any direction issued by the Authority.

"Approval" and "Approved" means the written acceptance by the Authority.

"Authority" means the City of London Corporation and includes any person nominated to act as the Authority's Representative which includes a Hampstead Heath Constable.

"Authority's Property" means any property on the Authority's Premises. This shall include any building or other structure (whether or not permanent), statue or monument, pavement, road surface, footpath, railing, fence, tree, shrub or flower bed, grass, soil, wildlife, feature of fauna and flora, furniture, lamp post, bench, bin, notice board, sign, gate, recreational equipment, wall, river or water body and all other such items located in or on the Authority's premises.

“Byelaws”: means those issued by the Authority relating to the use of Hampstead Heath and its environs.

“Code of Conduct” means the City of London Corporation Hampstead Heath Code of Conduct for Dog Walkers.

“Commencement Date” means the date when the Application is Approved by the Authority in accordance with Clause 3.2.

"Condition" means a condition within these Terms and Conditions.

"Dog Walker" means each and any individual employed or paid by the Licensee/applicant to carry out professional dog walking as specified in the Application.

"Group of Dogs" means the dogs in the Dog Walker's charge whilst undertaking professional dog walking on Hampstead Heath.

"Licence" means the Approved Application and these Terms and Conditions read together.

"Licence Period" means the period running from the 1 April to the 31 March inclusive in any year.

"Licensee" means the individual Dog Walker or company named in the Application.

“Notice” means either a physical notice or a notice referring to an area as specified on the Authority’s Hampstead Heath website.

"Parties" means the Authority and the Licensee.

"Permitted Use" means the use of Hampstead Heath excluding those indicated as per Appendix 1, within Hampstead Heath or as indicated from time to time as instructed by the Authority, used for the purpose of providing a Dog Walking service of a professional aspect where fees have been paid to the dog walker or dog walking company.

“Professional” means a person or company carrying out a dog walking business/activity for commercial gain

2.2 The interpretation and construction of the Licence shall be subject to the following provisions:

- a reference to any statute, enactment, order, regulation or other similar instrument shall be construed as a reference to the statute, enactment, order, regulation or instrument as subsequently amended or re-enacted;
- the headings to Conditions are for ease of reference only and shall not affect the interpretation or construction of the Conditions;
- references to Conditions are references to Conditions in the section of the Terms and Conditions in which they appear, unless otherwise stated;
- where the context allows, the masculine includes the feminine and the neuter, and the singular includes the plural and vice versa;
- any notice to be served on the Licensee shall be sent by letter or email to the contact details set out in the Application until the Authority receives written notification of different contact details;

- any obligation on the part of the Licensee not to do an act or thing shall be deemed to include an obligation not to permit or suffer such act or thing to be done by any other person.

3. Registration

3.1. The Licensee and any Dog Walkers must be Approved by the Authority in order to carry out professional dog walking sessions on Hampstead Heath in the Permitted Use areas.

3.2. In order to be Approved, the Licensee must have:

3.2.1. Completed the application form in full;

3.2.2. Paid the licence fee and have:

- current public liability insurance a minimum of £2 million, but a preferred £5m, for a minimum of 1 month validity at the point of application but to be insured through the Licence Period. It is the Licensee's responsibility to ensure that they have valid insurance at all times and that this covers any Dog Walker.
- current risk assessment and health & safety method statement to be submitted signed and dated;
- read the terms and conditions of the licence including the Hampstead Heath Code of Conduct.

3.3. Failure to comply with 3.2 shall entitle the Authority to terminate this Licence in accordance with condition 9.

3.4. The Authority shall be under no obligation to approve an Application and shall grant licences in its absolute discretion.

3.5. The Authority will refuse to grant a licence if, in the opinion of the Authority:

3.5.1. the applicant is not a fit and proper person to hold a licence; or

3.5.2. activity carried on under the licence would (whether individually or taken with activity under licences already granted) cause annoyance to persons making recreational use of the open space, restriction of access for such use by them or other material injury to the amenity of the open space.

3.6. The Authority may vary or revoke a licensing scheme in accordance with the City of London Corporation (Open Spaces) Act 2018.

3.7. Any person aggrieved by the refusal of the Authority to grant a licence, or by the revocation of a licence, may:

3.7.1. within 14 days of having been notified by the Authority of its decision, seek a review of the decision by *[TBC pending confirmation of the Committee details]* and

- 3.7.2. if aggrieved by the decision of the Committee, appeal within 14 days of having been notified by the Authority of that decision, to the Magistrates' Court, and on any such appeal the court may confirm, reverse or vary the decision of the Authority and may award costs.
- 3.8. The Authority reserves the right, when approving an Application, or at any time during the Licence Period by giving reasonable written notice to the Licensee, to limit the Licensee's access to the Open Space. In the event of a Force Majeure occurrence access to the Open Space may be restricted without warning. For the purposes of this clause "Force Majeure" means any event or occurrence which is reasonably outside the control of the Authority which it could not be reasonably expected to foresee or provide for in advance.
- 3.9. Upon approval of the Application the Authority will provide the Licensee with photo identification which the Licensee and or Dog Walker must wear at all times whilst carrying out professional dog walking sessions on Hampstead Heath. It is the Licensee's responsibility to ensure that its Dog Walkers carry and wear the photo identification issued at all times whilst carrying out dog walking sessions. The Authority will charge a replacement fee of £20 (inc VAT) for each subsequent replacement of the photo identification. At the end of the Licence the Licensee must return all identification permits to the Authority.
- 3.10. Following Approval of the Application the Licensee may carry out professional dog walking on Hampstead Heath only during the morning (7am– 12pm) or afternoon session (12pm-5pm), as approved by the Authority.
- 3.11. The Licensee acknowledges that:
- 3.11.1. This Licence does not guarantee that Hampstead Heath will be open or that there will be space on Hampstead Heath for the Licensee or Dog Walker to carry out dog walking sessions.
- 3.11.2. This Licence does not grant the Licensee or their Dog Walker priority over any other lawful user of the Open Space.

4. Licence Fee

- 4.1. The Licence fee payable by the Licensee shall be:
- 4.1.1. In accordance with the annual rate as advertised on the Authority's website, together with VAT on such fee.
- 4.2. Where the Application is approved after the 1 April in each year the Licence fee shall be reduced on a pro-rata basis. The Licensee should contact the Authority concerned to determine the amount of licence fee payable.

5. Duration

- 5.1. Subject to condition 9, this Licence shall continue until the end of the Licence Period. Upon expiry the Licensee may reapply for it to be approved for a further year but nothing in this Licence shall imply any obligation on the Authority to approve a further application and the Authority shall do so solely at its discretion.
- 5.2. The Authority will issue renewal reminders one month before the current licence expires.

6. Licensee obligations

- 6.1. The Licensee and/or its Dog Walker(s) shall, at all times exercise the rights and duties under this Licence in a proper and responsible way, having regard to the safety of users of Hampstead Heath the Authority's staff and other third parties.
- 6.2. Any activities undertaken must not be detrimental to the Open Space, the Authority's Property or any wildlife.
- 6.3. The Licensee and/or its Dog Walker(s) shall takeaway all dog faeces or place dog faeces in bins. Failure to comply with this condition 6.3. may result in the Authority issuing a Fixed Penalty Notice.
- 6.4. The Licensee and/or its Dog Walker(s) must not cause an annoyance or nuisance or interfere with the reasonable enjoyment of other persons using the Open Space.
- 6.5. The Licensee and/or its Dog Walker(s) must ensure that any dog under their responsibility is to be kept under control or on a lead at all times.
- 6.6. The Licensee and/or its Dog Walker(s) must adhere to and comply with the Authority's Code of Conduct at all times whilst conducting dog walking sessions within Hampstead Heath.
- 6.7. The Licensee and/or its Dog Walker(s) must not walk dogs in restricted areas of Hampstead Heath as listed in Appendix 1 and in areas where there are further temporary restrictions that are clearly signposted.
- 6.8. The Licensee and/or its Dog Walker(s) shall comply with the Hampstead Heath Byelaws as from time to time amended. Failure to comply with these byelaws may result in the Authority issuing a Fixed Penalty Notice. Copies of the Hampstead Heath Byelaws are obtainable from the Authority's website.
- 6.9. The Licensee and/or its Dog Walker(s) are permitted to wear branded clothing as part of a uniform.
- 6.10. The Licensee and/or its Dog Walker(s) must not collect monies/fees from clients whilst on Hampstead Heath.

- 6.11. The Licensee and/or its Dog Walker(s) may only distribute promotional materials to persons who request it.
- 6.12. The Licensee and/or its Dog Walker(s) must not walk in excess of four dogs per Dog Walker.
- 6.13. The Licensee or their Dog Walker(s) shall walk in independent groups. Walking with other multiple Dog Walker(s) shall not be permissible.
- 6.14. The Licensee and/or its Dog Walker(s) shall be responsible for avoiding other Hampstead Heath visitors wherever possible and ensure that the public are given right of way.
- 6.15. Each Party shall notify the other of any health and safety hazards which may arise in connection with the performance of this Licence as soon as they become aware of them.
- 6.16. The Licensee shall comply with any health and safety measures implemented by the Authority in respect of users of Hampstead Heath.
- 6.17. The Licensee shall notify the Authority immediately in the event of any incident occurring where that incident causes any personal injury or damage to the Authority's Property or incidents involving third parties, or injury to wildlife and if requested by the Authority shall provide a copy of their Incident Investigation Report, if appropriate.
- 6.18. The Licensee shall not have exclusive rights over any area of the Authority's Premises.
- 6.19. The Licensee and or its Dog Walker(s) shall not leave dogs in their vehicles whilst conducting a dog walking session, whether the vehicles are parked on the Authority's land or other land.

7. Independent Operator

- 7.1. Nothing in this agreement shall be construed as creating a partnership, contract of employment or relationship of principal and agent between the Authority and the Licensee.

8. Indemnity

- 8.1. The Licensee shall indemnify the Authority fully against all claims, proceedings, actions, damages, legal costs, expenses and any other liabilities in respect of any death or personal injury, loss of or damage to property, which is caused directly or indirectly by any act or omission of the Licensee PROVIDED ALWAYS that the Authority shall be at liberty to settle as it may think fit after consultation with the Licensee any such actions claims or demands by payment of such sum or sums as it

in his discretion may consider reasonable and it may in his discretion after giving notice in writing to the Licensee cause any such damage to be made good and the expenses incurred by the Authority in doing or in making any such payment shall be repaid by the Licensee to the Authority on demand PROVIDED NEVERTHELESS that the Licensee shall not be required to pay by way of indemnity any sum greater than that which would be reasonably payable in settlement having regard to the circumstances of the case and in particular (where the payment is legally enforceable) to the damages which might be recoverable at common law.

8.2. Subject to clause 8.3, the Authority is not liable for:

- a. the death of, or injury to the Licensee, its Dog Walker(s), or dogs in its Group visiting the Open Space; or
- b. damage to any property of the Licensee or that of the Dog Walker(s), or dogs in its Group visiting the Open Space; or
- c. any losses, claims, demands, actions, proceedings, damages, costs or expenses or other liability incurred by Licensee or its Dog Walker(s), or owners of dogs in its Group visiting the Open Space under the rights granted by this Licence.

8.3. Nothing in clause 8.2 will limit or exclude the Authority's liability for:

- a. death or personal injury or damage to property caused by negligence on the part of the Authority or its employees or agents; or
- b. any matter in respect of which it would be unlawful for the Authority to exclude or restrict liability.

9. Termination of Agreement

9.1. The Authority may revoke a licence if the licensee:

9.1.1. Is in breach of its obligations under this Licence and, where the breach is capable of remedy, fails to remedy such breach to the satisfaction of the Authority within seven calendar days of receipt of written notice to remedy the breach.

9.1.2. Acts in any way that is likely to bring the Authority into disrepute or damage its reputation or interests.

9.1.3. Is found to be in breach of the Byelaws.

9.2. The Authority may terminate the Licence giving not less than one month's written notice with a full written explanation for its decision.

9.3. Where the Authority terminates this Licence under condition 9.1 the Licensee shall not be entitled to receive any refund of the Licence fee or any compensation for any outlay made by the Licensee in connection with this Licence.

- 9.4. Where the Authority terminates this Licence under condition 9.2, the Authority shall reimburse the License Fee on a pro-rata basis for the remaining duration of the Licence Period but without paying any compensation for any outlay made by the Licensee in connection with this Licence.
- 9.5. The Licensee must give not less than one month's written notice to terminate this Licence.
- 9.6. For the avoidance of doubt, following termination of this Licence by either party, the Licensee and/or its Dog Walker shall no longer be licensed and therefore not permitted to run professional dog walking sessions within the Authority's Open Space and the Licensee must return all identification permits to the Authority.

10. General

- 10.1. Nothing in this Licence shall render or be deemed to render the Licensee or any of its Dog Walkers an employee or agent of the Authority.
- 10.2. This Licence contains the entire understanding and agreement between the parties and supersedes all prior representations, documents, negotiations or understandings. The Licensee acknowledges that it has not entered into this Licence in reliance upon any representation by the Authority or anyone acting on its behalf.
- 10.3. Pursuant to the Freedom of Information Act 2000 the Authority is subject to certain legal obligations in relation to public disclosure of information. The Licensee shall co-operate with and assist the Authority with any requests for disclosure which the Authority receives under the Freedom of Information Act 2000 which relate to this Licence. The Licensee understands and agrees that the Authority may be required to provide information relating to this Licence or the Licensee to a third party in order to comply with its obligations under these provisions.
- 10.4. Nothing in this Licence shall fetter the Authority in the exercise or discharge of its functions, powers and duties (Including, without limitation, the power to close all or part of their Open Space either on a permanent or temporary basis or to temporarily use all or part of their Open Space for an event).

11. Disputes

- 11.1. In the event that any dispute arises between Parties in connection with this Licence, the parties shall, in the first instance, use their reasonable endeavours to resolve it amicably themselves.
- 11.2. Disputes remaining unresolved shall, if parties agree, be referred to non-binding mediation.
- 11.3. In the event that the parties do not agree to non-binding mediation or if the dispute remains unresolved, the dispute shall be referred to the exclusive jurisdiction of the Courts of England pursuant to condition 12 below.

12. Law and Jurisdiction

- 12.1. This Licence shall be governed by and construed in accordance with English Law and the Authority and Licensee hereby submit to the exclusive jurisdiction of the English courts.

13. Agreement and Declaration

- 13.1. This Licence does not nor is intended to confer any legal or other tenancy estate or interest in respect of any Open Space that the Authority is not empowered to grant.
- 13.2. The benefit of this Licence is personal to the Licensee and is not capable of being claimed by any other person body of persons firm or corporation whatsoever and shall not be assignable in whole or in part by the Licensee to any such person body or persons firm or corporation and for the purposes hereof the parties agree that the Contract (Rights of Third Parties) Act 1999 shall not apply.

Appendix 1 - Excluded dog walking areas

The table below gives details of the areas on Hampstead Heath where dogs are not allowed or need to be kept on leads.

This list is not exhaustive. There may be other areas or times when further temporary restrictions are enforced - please look out for notices and regularly check our website

Areas where dogs are not permitted	Areas where dogs need to be kept on leads
<ul style="list-style-type: none">• Children's Playgrounds• Inside all cafes• Public Toilets• The Hill Garden and Pergola• Springetts Wood• Parliament Hill Bowling Green• Tennis Courts• Parliament Hill Athletics Track• Highgate Men's Bathing Pond• Kenwood Ladies' Bathing Pond• Hampstead Mixed Bathing Pond• Children's Paddling Pool• All fenced enclosures• Where notices prohibiting dogs is exhibited	<ul style="list-style-type: none">• Golders Hill Park

Hampstead Heath Areas with restrictions for multiple walkers

The following spaces permit licenced Professional Dog Walkers with up to four dogs

List Open Space to which this relates

Hampstead Heath

Committee(s): Hampstead Heath, Highgate Wood and Queen's Park Committee	Date(s): 25/11/2020
Subject: Authorisation of Officers to issue Fixed Penalty Notices for byelaw offences and certain other offences under the City of London Corporation (Open Spaces) Act 2018.	Public
Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly?	1, 11 & 12
Does this proposal require extra revenue and/or capital spending?	No
If so, how much?	
What is the source of Funding?	
Has this Funding Source been agreed with the Chamberlain's Department?	
Report of: Superintendent of Hampstead Heath	For Decision
Report author: Richard Gentry, Constabulary & Queen's Park Manager	

Summary

The City of London Corporation (Open Spaces) Act 2018 ("the Open Spaces Act 2018") sought to modernise the management of certain offences by providing a power for Authorised Officers to offer a Fixed Penalty Notice ("FPN") as an administrative alternative to prosecution before the Magistrates' Court, known as an Out of Court Disposal.

This report sets out the proposal to seek delegated authority for the Director of Open Spaces and Superintendent of Hampstead Heath, Highgate Wood and Queen's Park to authorise Officers to issue FPNs and require a name and address where there is reason to believe that a person has committed an offence, pursuant to the Open Spaces Act 2018.

The report also provides sets out the proposal to seek authority to set the amount of the Fixed Penalty pursuant to the Open Spaces Act 2018 for a relevant offence at £80.00, with a reduction to £50.00 if the penalty is paid within 10 days. This would include all byelaw offences at Hampstead Heath, Highgate Wood and Queen's Park, as well as offences under section 87 of the Environmental Protection Act 1990 (littering) and section 10(4) of the Open Spaces Act 2018 (carrying on a specified commercial activity without a licence or in contravention of a licence).

Recommendations

Members are asked to:

- Agree the delegation of authority to the Director of Open Spaces and the Superintendent of Hampstead Heath, Highgate Wood, Queen's Park to authorise officers to issue FPNs and require a name and address where there is reason to believe that a person has committed an offence, pursuant to the City of London Corporation (Open Spaces) Act 2018.
- Agree the amount of the Fixed Penalty for offences within Hampstead Heath, Highgate Wood and Queen's Park in respect of which an FPN may be issued under the Open Spaces Act 2018 being set at £80.00 with a reduction to £50.00 if paid within 10 days.

Main Report

Background

1. FPNs may be issued as an alternative to prosecution in the Magistrates Court in respect of a range of offences. An FPN is a notice offering the person to whom it is issued the opportunity of discharging any liability to conviction for the offence by payment of a Fixed Penalty to the City of London Corporation. Unlike conditional cautions, an admission of guilt is not a prerequisite to issuing an FPN. No proceedings may be taken in respect of the alleged offence before the end of 14 days following the date on which the notice was issued and the person may not be convicted of that offence if the Fixed Penalty is paid to the City Corporation before the end of that period.
2. Section 11 of the Open Spaces Act 2018 provides the opportunity for FPNs to be introduced for all byelaw offences at Hampstead Heath, Highgate Wood and Queen's Park, as well as offences under section 87 of the Environmental Protection Act 1990 (littering) and section 10(4) of the Open Spaces Act 2018 (carrying on a specified commercial activity without a licence or in contravention of a licence). Section 12 of the Open Spaces Act 2018 also enables authorised officers to require a name and address, where there is reason to believe that a person has committed an offence, to enable FPN's (or summonses) to be issued in person or by post.
3. It is noted that the City Commons have had Committee approval to utilise FPNs in the enforcement of Dog Control Orders (and subsequently Public Spaces Protection Orders) since 2014 and that Epping Forest received similar approval with respect to the powers under the Open Spaces Act 2018 in May 2020.

Enforcement Protocol

4. The enforcement of breaches will take place as an Out of Court Disposal through the issue of FPNs pursuant to the Open Spaces Act 2018. This approach would allow the Authorised Officers to deal quickly and proportionately with low-level, often first-time offending which could be resolved more appropriately without a prosecution in court.

5. The Hampstead Heath Constabulary Manager will carry out a review of the Enforcement Strategy of the Hampstead Heath Constabulary, and bring a paper to a future meeting for discussion.

Fixed Penalty Notices

6. Under section 11(7) of the Open Spaces Act 2018 the amount of any Fixed Penalty must be prescribed by the City of London Corporation. There may be differing amounts in relation to different classes of case but any Fixed Penalty may not exceed £100.00. The proposed Fixed Penalty charge for all relevant offences is £80.00, with a reduction to £50.00 if paid within 10 days. This reflects the charging levels set for Epping Forest and the City Commons and is in line with current Local Authority best practice.
7. Table 1 sets out the current Fixed Penalty Notice fine levels across neighbouring Boroughs.

Dropping and leaving litter (littering) contrary to the Environmental Protection Act 1990)		
Authority	Discounted Penalty	Full Penalty
Camden	£80	£100
Barnet	None	£100
Brent	None	£100
Haringey	None	£80

Table 1 - Current Fixed Penalty Notice fine levels across neighbouring Boroughs.

Authorised Officers

8. Under section 11(1) of the Open Spaces Act 2018 an FPN must be issued by an Authorised Officer. The power to require a name and address under section 12(1) of the Open Spaces Act 2018 must also be exercised by an Authorised Officer. 'Authorised Officer' means an Officer or employee of the City Corporation, or other person acting under the control of the City Corporation in relation to an open space, who is authorised in writing by the City Corporation for the purposes of the function concerned.
9. It is proposed that delegated authority agreed to enable the Director and the Superintendent to Authorise Officers and contractors as and when necessary for these purposes, for example following any change of staff.

Appeals

10. There are no formal grounds of appeal against an FPN. The City Corporation will consider informal representations in writing during the 14-day period a person is given to pay the penalty. The City Corporation will consider an appeal within 10 working days from the date of the appeal is received. The FPN will be put on hold until a decision is made and the person issued the FPN will be notified in writing of the outcome. If the appeal is upheld the matter is concluded and no further enforcement action will be taken. If the appeal is rejected the person issued the FPN will have 7 days from the date of the appeal rejection letter to pay the penalty

in full. If the person issued the FPN does not pay the FPN in full the City Corporation will refer the matter to its solicitors to consider prosecution. The person issued the FPN may then be required to attend court. To appeal, the person issued the FPN will need to write to the City Corporation, setting out the reasons for appealing it, to the address that appears on the fixed penalty notice.

11. A Fixed Penalty Notice is an invitation for the offender to discharge their liability to prosecution by payment of the full amount of the penalty. In essence this means that whilst this is not an admission of guilt, the offender does agree that an offence has been committed and that by paying the sum of money specified that no further action will be taken by or on behalf of the City of London Corporation.

Key Data

12. Officers will report on the number of FPNs issued during a financial year.

Corporate & Strategic Implications

13. This proposal is in line with the City of London's Corporate Plan 2018-23 and supports the aim of 'Contributing to a flourishing society' by pursuing the priority of ensuring 'People are safe and feel safe', and the aim of 'Shaping Outstanding Environments' through the twin priorities of 'We have clear air, land and water and a thriving sustainable natural environment' and 'Our spaces are secure resilient and well maintained'.
14. The proposal also contributes to the three objectives and outcomes set out in the Open Spaces Business Plan 2020-21 (a) Open spaces and historic sites are thriving and accessible, (b) Spaces enrich people's lives and (c) Business practices are responsible and sustainable.
15. The introduction of FPNs directly supports the Hampstead Heath Management Strategy 2018-2028 Strategic Outcomes A: The Heath is maintained as a flourishing green space and historic landscape, B: Improved quality of life for Heath visitors, C: The Heath is inclusive and welcoming to a diverse range of visitors and D: Greater number of and diversity of People taking care of the Heath.

Financial implications

16. Income from FPNs will be credited to the Hampstead Heath, Highgate Wood and Queen's Park Local Risk Budgets of these Open Spaces. The costs of implementation and administration the scheme will be met from Local Risk Budgets.

Resource implications

17. Staff will be trained and will apply the FPN process and standards professionally and monitor compliance with the Enforcement Strategy.

Legal implications

18. Heath (Charity No. 803392) and Highgate Wood and Queen's Park Kilburn (Charity No. 232986) are registered charities and the City of London Corporation

is the corporate trustee for both charities. Any decision that is taken in respect of either charity must be in the best interests of that charity.

Risk implications

19. The Divisional Risk Register OSD NLOS 006 - ensuring the Health and Safety of staff, contractors, visitors and volunteers describes the risk of anti-social behaviour and dealing with members of the public.
20. The opportunity to quickly discharge offences under the FPN process may be welcomed by many offenders who wish to avoid involvement with a Magistrates Court hearing.

Equalities implications

21. A Test of relevance: Equality Analysis has been completed. It is suggested that an Equality Impact Assessment is not required.

Conclusion

22. The delegated authority to the Director and Superintendent of Hampstead Heath, will allow Authorised Officers to require names and addresses and issue Fixed Penalty Notices offering an Out of Court disposal for certain breaches including byelaw offences and will bring Hampstead Heath, Highgate Wood and Queen's Park into line with the discharge of similar processes in other authorities. This formal delegation of powers means that valuable court time is not wasted, and effective, timely resolutions can be sought for relevant breaches.

Appendices

- None

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Committee(s): Hampstead Heath, Highgate Wood and Queen's Park Committee	Date: 25/11/2020
Subject: Revised Tender Timeline for the Parliament Hill, Golders Hill Park, Parliament Hill Fields Lido, Highgate Wood, Queen's Park Cafés, and the Heath Extension Kiosk.	Public
Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly?	4, 5, 10
Does this proposal require extra revenue and/or capital spending?	No
If so, how much?	
What is the source of Funding?	
Has this Funding Source been agreed with the Chamberlain's Department?	
Report of: Superintendent of Hampstead Heath	For Decision
Report author: Richard Gentry	

Summary

This report seeks Members agreement on a revised timeline for the tendering of the Parliament Hill, Parliament Hill Fields Lido, Golders Hill Park, Highgate Wood, Queen's Park Cafés, and the Heath Extension Kiosk.

Officers are also seeking Members agreement to further extend the leases for the Parliament Hill, Parliament Hill Fields Lido Cafés to January 2023.

Recommendations

Members are asked to:

- Note the feedback and recommendations from the Golders Hill Park Café User Engagement - outcome report (appendix 1).
- Agree the extension of the leases for the Parliament Hill Café and the Parliament Hill Fields Lido Café by 24 months, as outlined in para 9.
- Agree the revised tender timeline as outline in para 10.
- Agree that future leases will be for a period of ten years, as proposed in para 15.

Main Report

Background

1. The leases for the Parliament Hill Café, Parliament Hill Fields Lido Café and Golders Hill Café are due to expire on 12 January 2021. Due to COVID-19 and the subsequent impact on Officers workload, the tenders for the cafés have been delayed.
2. Highgate Wood Café and Queen's Park Café are currently operating on a Tenancy at Will.
3. In leasing the Cafés with the longer terms that are now available under section 6 of the City of London Corporation (Open Spaces) Act 2018, greater investment is being sought to improve the social, environmental and economic outcomes of the Cafés.
4. Members must have regard to the desirability of ensuring that the service or facility is provided to a satisfactory standard throughout the duration of the lease. Before granting a lease, the Hampstead Heath, Highgate Wood and Queen's Park Committee (HHHGWQPC) must consult such persons or bodies as it thinks appropriate. Part II of the Landlord and Tenant Act 1954 (which provides security of tenure for commercial tenancies) does not apply.

Current Position

5. At the 9 September 2020 meeting of this Committee, Members agreed that the leases for the Parliament Hill Café and Parliament Hill Fields Lido Café are held over for 12 months to 12 January 2022 enabling a tender process to be undertaken during 2021.
6. The lease holder for the, Golders Hill Park Café notified the City Corporation of their intention to end their lease in November 2020. However, the lease holder has agreed to remain in situ as a tenant in the café at Golders Hill Park until January 2022.
7. In relation to the Golders Hill Park Café, a Consultant was appointed to undertake user engagement, to establish the views and opinions of Park visitors. As part of the engagement the Consultant ran two online focus group meetings, which were attended by 20 participants. An online questionnaire ran between 28 July – 17 August 2020 and received 866 responses. The results of this engagement can be found at appendix 1.
8. The main observations and feedback from the user engagement were that the café:
 - should be unique and managed in such a way that reflects the character of the local community.
 - should provide a simple, healthy, homemade offer.
 - should cater for all members of the community.

- should feel inviting and make the most of its space and location in the Park.
9. Since Members agreed to extend the leases for the Parliament Hill and Lido Cafés a second National Lockdown has been imposed between 5 November – 2 December 2020. Therefore, Officers propose to increase the lease extension for the Parliament Hill and Lido Cafés by 24 months, until 12 January 2023. This will enable Officers to prioritise the tenders for the Golders Hill Park, Highgate Wood, Queen’s Park Cafés as these facilities are currently operating outside of long-term lease arrangements. It is also proposed to prioritise the tender for the Heath Extension Kiosk, as this presents a new business opportunity.

Timeline

10. A revised timeline for the delivery of the café tenders is set out below:
- **Winter 2020** - User engagement and consultation - Highgate Wood
 - **January 2021** – Update HWCG & QPCG
 - **24/02/2021** – Update HHHWQPC
 - **25/03/2021 – 08/05/2021** - commence tender Golders Hill Park Café and Heath Extension Kiosk
 - **18/04/2021 – 29/05/2021** – commence tender Queen’s Park Café and Highgate Wood Café
 - **19/04/2021** – update HHCC on progress
 - **21/04/2021** – update QPCG & HWCG on progress
 - **09/05/2021 – 23/05/2021** – evaluate compliant Golders Hill Park Café and Heath Extension Kiosk bids
 - **26/05/2021** – update HHCC
 - **30/05/2021 – 13/06/2021** – evaluate compliant Highgate Wood Café and Queen’s Park Café bids
 - **06/09/2021** – present update report – HHCC, HWCG & QPCG
 - **29/09/2021** – report recommendations following evaluation – HHHWQPC
 - **30/09/2021** – award leases for the Golders Hill Park Café, Highgate Wood Café, Queen’s Park Café and the Heath Extension Kiosk
 - **October 2021** – lease execution
 - **13/01/2022** – lease commencement
 - **Winter 2021/22** - User engagement and consultation - Parliament Hill Fields Café and Lido Café
 - **January 2022** – Update HHCC
 - **February 2022** – Update HHHWQPC
 - **Spring/Summer 2022** – commence tender Parliament Hill Fields Café and Lido Café
 - **April 2022** – Update HHCC
 - **May 2022** – Update HHHWQPC
 - **Summer 2022** – evaluate compliant Parliament Hill Fields Cafe and Lido Café bids
 - **Autumn 2022** – present update report – HHCC
 - **Winter 2022** – report recommendations following evaluation – HHHWQPC

- **Winter 2022** – award leases for the Parliament Hill Fields Café and Lido Café
 - **Winter 2022** – lease execution
 - **13/01/2023** – lease commencement
11. Throughout the tender process the Superintendent of Hampstead Heath will engage with Members and the Hampstead Heath Café Working Group.

Consultation

12. The Café Working Group were consulted with on 09/10/2020 by email with copies of the public reports prepared for the HHCC meeting on 19/10/2020.
13. The Parliament Hill Café Action Group responded and raised the following points:
- A. A deferral of the tender for the Cafés, allowing for the tenants to recover any lost revenue due to the impact of the COVID Pandemic. The Parliament Hill Café Action Group have suggested that a one year lease extension will be insufficient to recoup losses and have asked if the City Corporation to give serious consideration to at least a 3 year extension i.e. deferring the tendering process for at least one if not two years.
 - B. Request that the timetable be redrawn to allow for a proper consultation in the spring / summer months.
 - C. That the City Corporation acknowledges its contribution to social well-being and commit to ensuring that affordability is accorded a high degree of priority in any future tendering process.
 - D. Reassurances that the current leases will be extended to the current operators on terms that are no less favourable than those currently in place
14. The HHCC Members and the Café Working Group were both consulted prior to the second National Lockdown. Therefore, the Superintendent will write to update the HHCC and the Café Working Group following Members decision at the meeting on 25 November 2020.

Proposals

15. The Superintendent is proposing that any future lease arrangements be for a period of at least ten years, with suitable break clauses and rent reviews, subject to satisfactory performance and service delivery.
16. The City Corporation, when developing the tender documents, e.g. the Submission Document for prospective bidders to complete, will consider the following key deliverables, these have been previously been discussed with the Café Working Group:
- Strong links with the local community
 - Passionate about making the café an integral part of the community
 - Environmentally aware
 - Offer quality food at affordable prices
 - Be innovative and creative

- Cater for a diverse community
- A diversity of seasonal activities
- Provide a family friendly offer
- Offer a range of payment options

Corporate & Strategic Implications

17. The letting of the Cafés at Hampstead Heath contributes towards the achievement of the three aims set out in the City of London Corporation Corporate Plan 2018-23: Contribute to a flourishing society, Support a thriving economy and Shape outstanding environments, in particular the following Corporate Plan outcomes:
 - (4) Communities are cohesive and have the facilities they need.
 - (5) Businesses are trusted and socially and environmentally responsible.
 - (10) We inspire enterprise, excellence, creativity and collaboration.
18. It also meets the three objectives and outcomes set out in the Open Spaces Department Business Plan 2020-21: (a) Open spaces and historic sites are thriving and accessible, (b) Spaces enrich people's lives and (c) Business practices are responsible and sustainable.
19. Tendering the catering facilities provides the opportunity to ensure the Cafés support the Hampstead Heath Management Strategy 2018-2028 Strategic Outcomes A: The Heath is maintained as a flourishing green space and historic landscape, B: Improved quality of life for Heath visitors, C: The Heath is inclusive and welcoming to a diverse range of visitors and D: Greater number of and diversity of People taking care of the Heath.

Risk implications

20. Previously, the tender of the Hampstead Heath Cafés, in particular the Parliament Hill Café and the Golders Hill Park Café generated media interest. Officers will liaise with the City Corporation, Media Team and inform and update Stakeholders and visitors throughout the tender process.

Financial implications

21. The provision of Café facilities provides income that contributes to the maintenance of Hampstead Heath, Highgate Wood and Queen's Park and the cafés must be let on the best terms that can reasonably be obtained for the charity, in order to comply with the duties of the Trustee. However, the cafés are also fundamentally part of the experience provided to users and the HHHWQPC may consider the wider social and environmental benefits that they bring to the Heath.

Legal implications

22. Legal implications have been responded to in this report under para 3.
23. Hampstead Heath (number 803392), Highgate Wood and Queen's Park Kilburn (number 232986) are registered charities for which the City of London Corporation is the Trustee. The purpose of the charity is the preservation of Hampstead Heath for the recreation and enjoyment of the public. The

HHHWQPC manages Hampstead Heath on behalf of the City of London Corporation and must take decisions in the best interests of the charity.

Equalities implications

24. An initial screening exercise of the equality impact for the Café tendering proposals and timeline has been completed. At this stage, it is considered that there are no negative impacts on the protected characteristics.

Climate implications

25. Environmental outcomes have featured highly in previous user engagement, with visitors seeking an offer which is environmentally aware, either through sustainable sourcing, packaging or management of waste recycling and use of energy resource. Environmental outcomes will be incorporated into the tender documentation.

Conclusion

26. The City of London (Open Spaces) Act 2018 provides the opportunity of a longer-term lease allowing greater continuity of service, investment in the facilities and development of the business.

Appendices

- Appendix 1 – Golders Hill Park Café User Engagement – Outcome Report.

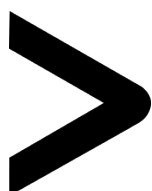
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Golders Hill Park Café Consultation



1. Introduction & Background

The City of London Corporation appointed Groundwork London to carry out a public engagement and consultation process with Golders Hill Park users and the wider community to ensure that the park café continues to meet the needs of local users and residents. The process was commissioned as a consequence of the withdrawal of the leaseholder from their agreement to provide café services. The findings of this process, which took place in July and August 2020, will inform the tender specification to determine who will take over the lease for the café.

This report is based on the findings of an online questionnaire and two focus groups. The link to the online questionnaire was shared widely with key user groups and the wider community and paper copies with pre-paid return envelopes were available on request. A direct email allowed the public to contribute additional comments throughout the process. The questionnaire received 866 responses, with 412 people leaving further comments or suggestions to contribute their expectations and aspirations for the café. Two virtual focus groups were held with a total of 20 residents that had expressed their interest in taking part via the questionnaire, selected with a view to providing insight from a range of age groups and backgrounds

2. Key Findings

2.1 Focus Groups

Simple, healthy, fresh offer

All participants favoured a small menu of simple, homemade, high-quality food and drink over a larger variety of offerings, with healthiness and freshness of food emphasised repeatedly. Food options mentioned most frequently were homemade soups, salads, changing specials, breakfasts, children's meals and vegetarian/ vegan options. All present felt the homemade ice cream currently available to be an important part of the café offer.

A park café that caters for all

Those present agreed that it was important for a park café offer to reflect the diversity of the local community, as demonstrated in the following quote: "We have to think of all walks of life. Everybody wants to use the park as it is the most wonderful place to be." There will be a need for affordable dishes and drinks on the menu, while striking a balance between affordability and quality. Participants discussed dietary requirements of the local community, with some expressing a desire for the café to be kosher certified and others expressing that the café couldn't "be all things to all people". Most agreed that the next café management should take care to provide options that satisfy the vast majority of the dietary requirements and preferences present in the community, such as high-quality vegetarian/ vegan options and pre-packaged kosher options.

Community-minded management

Participants agreed that the café should be unique and identifiable with the surrounding community. Some stressed that they would not like the café to be taken over by a chain however all agreed that the quality of the food and drink on offer and the ability of management to provide options for the whole community should be the top priority. Some felt that the café should be a destination for something unique and a few suggested ways to achieve this, e.g. a pizza oven, cream teas. All agreed that friendly and familiar staff service was essential in a park café and some expressed a desire for the café to open earlier in the mornings and to stay open into the early evenings.

Inviting atmosphere

An inviting atmosphere was felt to be crucial to the success of the park café. The café layout was seen to play a key role in this. Suggestions were made for how this could be improved, for example installing more comfortable seating, both indoors and outdoors, a mixture of types of indoor seating, an outdoor parasol and changing the counter size and position. All praised the beautiful outdoor setting and vistas surrounding the café. Participants felt that the recent introduction of a separate coffee window has helped to ease crowding and shorten waiting times, felt to be particularly important in the current climate of COVID-19 restrictions.

Access

Physical access was discussed by several participants, who emphasised the importance of all residents being able to access both the café itself and the toilets.

2.2 Online Questionnaire Survey

Q1 showed that 72% of respondents visit Golders Hill Park at least once a month. Q2 showed the times that the park is visited most frequently to be weekdays (19%), weekends (20%), during the day (18%) and year round (20%). 10% of respondents visit in the mornings and 6% in the early evenings. For Q3, 71% of respondents answered that they usually visit the park to go for a walk or run. Q4 showed that 47% of respondents visit the café at least once a month with a further 35% visiting more than once every few months. See Appendix for full data for all questions.

To Qs 5 and 6, 58% of respondents answered that they hadn't visited other cafes near to Golders Hill Park in the last year. Of the 39% that answered that they had visited other nearby cafes, the most cited reasons given were 'convenience of location' (37%) and quality of food (15%).

The three main reasons that respondents visit the café (Q7) are For a quick tea or coffee break (29%), To socialise with friends or family (21%) and At the start or end of a walk (17%). The least popular reasons chosen were As an alternative location to work from (0.5%) and Before or after attending an event nearby (1%). 42% of respondents visit the café with friends or family with children, 24% visit as a couple and 22% visit with adult friends or family (Q8).

In Q9, respondents were asked to select the two drink types they would most like to be served in the café. Respondents overwhelmingly selected Fresh brewed coffee/ tea with this option receiving 42% of the vote. Fresh fruit juices and smoothies came in second with 21% and Hot drinks to take away third with 16%. The option chosen least frequently was Alcoholic drinks with 4%.

Q10 asked respondents to select their two preferred types of food. Four options clearly came out on top: Sandwiches and cold snacks (12%), Main meals and hot food (12%), Cakes (11%) and Healthy options (10%). Hot snacks (9%), Breakfast pastries (8%) and Cold meals (8%) were also selected frequently. Of the 4% of 'Other' votes, 35 of the 109 comments related to ice cream and 18 related to kosher food options. Q11 shows that 37% of respondents would like Fresh/ homemade food options to form part of the food offer. A wide variety of options (18%), Health food (15%) and Vegetarian/ vegan options (14%) also proved popular.

Q12 sought to ascertain priorities for how the café is managed by asking respondents how strongly they agreed or disagreed with three statements. A clear priority is the café being run in an environmentally friendly manner with 83% agreeing and strongly agreeing. A total of 82% agreed or strongly agreed that the café should have a connection to the local area and 68% agreed or strongly agreed that the café should provide opportunities for local people, while 27% responded neutrally.

Finally, Quality of food and drink was selected as the most important aspect of the café with 34%. Good staff service was the second most popular option with 17%, followed by Affordability of food and drink with 16%.

Respondents were able to add any other comments or suggestions they might have. Of the 412 responses received, 86 comments related to the café retaining its individuality, 69 related to service, 52 related to quality of food and 48 related to ice cream.

3. Headline Findings/ Recommendations

The Golders Hill Park café should provide a simple, fresh and homemade offer.

The consultation process has revealed park users' aspirations for a simple, fresh and homemade food and drink offer. At focus groups, many comments expressed that menus should be kept small and simple in order to maintain a high level of quality. Quality of food and drink was valued highly throughout the process, with questionnaire respondents selecting this as the most important aspect of the café (34% of vote). However, the variety of food and drink on offer also emerged as the 3rd most common reason given for visiting other nearby cafes in Q5. A balance will need to be struck between quality and providing enough variety to satisfy the diverse dietary requirements of the local community.

There was a strong desire for the café to offer fresh and homemade food, with this ranking as the most popular food option. Options favoured throughout were sandwiches, main meals, changing specials (e.g. soups/ salads), hot and cold snacks, breakfast pastries, vegetarian/ vegan food and children's meals. High quality ice cream has emerged as a key priority in all engagement activities and was mentioned in the survey comments 83 times. Coffee and tea (42%) and juices and smoothies (21%) emerged as the drink options valued most highly.

The Golders Hill Park café should cater for all members of the community.

A key aspiration of participants for the café was as an inclusive space that reflects the diversity of the local community. Many suggestions were made for how best to provide for members of the community that adhere to certain dietary requirements, with kosher food in particular emerging as a priority for some. A total of 40 survey comments asked for kosher food options and some cited the lack of these as their reason for choosing other nearby cafes instead. Most focus group participants agreed that the café could not be "all things to all people" but must ensure to provide options that satisfy a diversity of dietary requirements. There was a view that high-quality vegetarian and vegan options and prepackaged kosher options should form a key part of the offer and an expectation that management have an understanding of the local community and their needs and strive to achieve a balance between quality, variety and freshness of food and drink for several types of diet.

Affordability also emerged as a key theme with comments highlighting the diverse socioeconomic backgrounds of park users and emphasising the café's role as an "invaluable community resource". In Q13, affordability of food and drink was rated as the 3rd most important aspect of the café with 16% of votes. Comments were also made about the need to ensure that the physical infrastructure of the café cater for all, with concerns raised about accessibility to the café and toilets.

The Golders Hill Park café should feel inviting and make the most of its space and location in the park.

This theme was clearly expressed in all engagement activities. Focus group participants discussed the need for the café to offer an inviting environment and 21% of survey respondents selected To socialise with friends and family as their main reason for visiting (ranked 2nd). The café décor was described in survey comments as "dated" and several comments were received throughout suggesting ways to change the layout and invest in furniture to make both the interior and exterior more inviting. Participants also suggested layout changes to remedy issues of overcrowding and waiting times, which most felt had improved with the introduction of an outdoor service window for coffees. There is scope for the next leaseholder to invest in the café layout and implement some of the suggested changes in order to create a more inviting atmosphere.

Participants commented on the "wonderful location" of the café and the "viewpoint over the park" and some expressed their aspirations for indoor and outdoor seating designed with the surrounding natural environment in

mind. 20% of respondents visit the park year round and some suggested outdoor cover to improve visitor experience on rainy and sunny days. It will be essential for the next leaseholder to have a vision for how to make the most of this space and location.

The Golders Hill Park café should be unique and managed in such a way that reflects the character of the local community.

A clear message coming out of the consultation process is that café users value the uniqueness and individuality of the café. In Q12, 82% of respondents either agreed or strongly agreed that the café should have a connection to the local area and respond to specific, local needs and 86 people left comments asking that the café not be managed by a chain. In focus groups, participants stressed the importance of a personal, local touch but agreed that the quality of the food and drink and the capability to provide options to suit the whole community was paramount.

Friendly, efficient service is clearly also valued highly. Participants chose staff offering good customer care as the second most important feature of the café with 17% in Q13. Staff service was mentioned in comments 69 times. This quote is reflective of the sentiment expressed in these comments: “I think it is essential to deliver a local, community feel for somewhere frequented by local people, some who have been visiting for generations”. Some participants called for the café to open earlier and close later in comments with 10% selecting that they visit the park in the mornings and 6% selecting early evenings in Q2. 83% of respondents to Q12 agreed or strongly agreed that the café should be run in an environmentally friendly manner.

4. Conclusions

Park users and local residents are clearly passionate about Golders Hill Park and its café, with many regarding the café to be an integral part of their experience using the park. Several residents expressed that the café holds a special place in their hearts and memories as a “community institution” that they have been visiting for generations. Others view it as a “vital amenity that serves a large number of people from within and beyond the borough”. The aspirations and priorities of the community that have emerged from the process, to uphold the high-quality offer, the individuality and the community spirit of the café, are therefore unsurprising.

It is recommended that the City Corporation take account of the feedback following this engagement process, focussing the tender documentation on the aspirations of those who participated in the process and the outcomes.

The main observations and feedback from the user engagement were that the café:

- should be unique and managed in such a way that reflects the character of the local community.
- should provide a simple, healthy, homemade offer.
- should cater for all members of the community.
- should feel inviting and make the most of its space and location in the Park.

Appendix:

Q1: How often do you visit Golders Hill Park?	
Every day	9%
More than once a week	29%
More than once a month	34%
More than once every few months	25%
Once a year or less	3%
Never	0%

Q2: When do you usually visit Golders Hill Park?	
Weekdays	19%
Weekends	20%
In the mornings	10%
During the day	18%
In the early evening	6%
In summer	7%
Year round	20%

Q3: What is usually your main reason for visiting Golders Hill Park?	
For a walk or run	71%
To walk the dog	10%
For a sports practice or event	0%
Other:	19%
<i>To bring children</i>	6%
<i>To visit the playground</i>	2%
<i>To visit the zoo</i>	2%
<i>To go to the café</i>	5%
<i>To relax</i>	1%
<i>To socialise</i>	2%
<i>For an ice cream</i>	1%

Q4: How often do you visit the café in Golders Hill Park?	
Every day	3%
More than once a week	17%
More than once a month	27%
More than once every few months	35%
Once a year or less	14%
Never	4%

Q5: Have you visited other cafes near to Golders Hill Park in the last 12 months?	
Yes	39%
No	58%
Don't know	3%

Q6: If yes, what was your reason for choosing those instead of the café in Golders Hill Park?	
Location was convenient	37%
Atmosphere	6%
Quality of food	15%
Quality of coffee	4%
Quality of service	4%
Variety of food	10%
Price	8%
For a change	2%
For kosher options	7%
Too crowded	4%
Golders Hill Park café closed	3%

Q7: What would be the two main reasons you would go to the café in Golders Hill Park?	
For a quick tea or coffee break	29%
For a quick snack	15%
For a meal, i.e. breakfast, lunch or dinner	13%
At the start or end of a walk	17%
To socialise with friends or family	21%
Whilst walking the dog	4%
Before or after attending an event nearby	1%
As an alternative location to work from	0%

Q8: Who would you be most likely to visit the café in Golders Hill Park with?	
Alone	9%
As a couple	24%
Friends/ family with children	42%
Friends/ family with adults only	22%
Members of groups or teams e.g. tennis	1%
With colleagues	1%
Other	1%

Q9: Which two drinks would you most like to be sold in the café?	
Fresh brewed coffee/tea	42%
Hot drinks to take away	16%
Hot chocolate	11%
Branded soft drinks	8%
More unique soft drinks	6%
Fresh fruit juices/smoothies	21%
Alcoholic drinks	4%
Other (please specify)	2%

Q10: Which two types of food would you most like to be sold in the café?	
Main meals/ hot food	12%
Cold meals, e.g. salads	8%
Hot snacks	9%
Sandwiches and cold snacks	12%
Packaged, take-out options; e.g. sandwiches	4%
Cakes	11%
Children's meals	5%
Baby food	1%
Specials which change regularly	6%
Breakfast pastries	8%
Cooked breakfasts	5%
Healthy options	10%
Snacks, e.g. crisps, fruit, chocolate	5%
Other (please specify)	4%

Q11: Which two drinks would you most like to be sold in the café?	
Health food	15%
Fresh/ homemade options	37%
Wide variety of options	18%
Organic	5%
Vegetarian/ vegan	14%
Kosher food options	6%
Food suitable for those with intolerances	3%
Other (please specify)	2%

Q12: How strongly do you agree or disagree with the following statements?					
It is important to me that the new management ...	Strongly disagree	Disagree	Neutral	Agree	Strongly Agree
... provides opportunities for local people to be employed and trained in the kiosk.	4%	1%	27%	36%	32%
... has a connection to the local area and runs the kiosk in a way that responds to specific, local needs.	4%	1%	13%	36%	46%
... runs the café in an eco-friendly manner e.g. biodegradable packaging, recycling.	4%	1%	12%	34%	49%

Q13: Which of the following is most important to you in relation to what the café in Golders Hill Park offers?	
Quality of food and drink	34%
Affordability of food and drink	16%
That the café is environmentally friendly	8%
Links to the local community/local area	7%
A wide range of food and drink	5%
Healthy food and drink	10%
Staff offering good customer service	17%
Speed of service	3%

Q15: Do you have any other comments or suggestions you would like to share with us about the café in Golders Hill Park?	
Theme:	No. of comments
Individuality of café	86
Environmentally friendly	8
Quality of food	52
Ice cream	48
Opening hours	10
Atmosphere	30
Price	18
Accessibility	7
Service	69
Dietary requirements	14

Committee(s): Hampstead Heath, Highgate Wood and Queen's Park Committee	Date(s): 25/11/2020
Subject: Hampstead Heath Ponds and Wetlands Conservation Plan	Public
Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly?	1, 2, 4, 11 & 12
Does this proposal require extra revenue and/or capital spending?	No
If so, how much?	
What is the source of Funding?	
Has this Funding Source been agreed with the Chamberlain's Department?	
Report of: Open Spaces Department	For Decision
Report author: Jonathan Meares, Conservation and Trees Manager	

Summary

This report presents a final draft of the Hampstead Heath Ponds and Wetlands Conservation Plan for Members consideration. Once agreed the recommendations for the Plan will be embedded into the Divisional Plan and Annual Work Programme.

Recommendation

Members are asked to:

- Agree the draft Hampstead Heath Ponds and Wetland Conservation Plan (appendix 1).

Main Report

Scope of the Ponds and Wetlands Plan

1. The draft Ponds and Wetlands Conservation Plan focuses on the ecological and nature conservation management of the principle ponds on both Highgate and Hampstead chains and in addition the smaller ponds on the Heath Extension and at Golder's Hill Park. The Plan includes fishing, swimming and dog exercise as central recreational activities which impact on the biodiversity value of all the ponds under consideration. The Plan makes a series of recommendations for future management. It is not the purpose of this Plan to consider the wider implications of these activities; these will be addressed by other management documents.

The Hampstead Heath Management Strategy 2018 -2028.

2. The draft Hampstead Heath Ponds and Wetlands Conservation Plan aligns with the Heath Vision and the Strategic Outcomes of the Hampstead Heath Management Strategy 2018-2028, particularly Outcome A: The Heath is maintained as a flourishing green space and historic landscape, and Outcome B: Improved quality of life for Heath visitors.
3. Outcome A's three priorities focus on habitat conservation and enhancement, heritage and landscape character, and maintaining a balance between nature conservation and heritage value and visitor activities. These are all critical components of the Ponds and Wetlands Conservation Plan.

Building on the success of the Hampstead Heath Ponds Project

4. An important component of the Ponds and Wetlands Conservation Plan is to continue to build on the ecological and habitat improvements incorporated into the Hampstead Heath Ponds Project. These works will enhance the biodiversity of the ponds and their marginal habitats but also have critical co benefits in terms of climate change resilience and flood management.

Key components of the Ponds and Wetlands Conservation Plan

5. The report reviews the bathymetric survey that was carried out by the City Surveyors Department in 2020 and evaluates the results. Although, there are some useful findings there are some significant anomalies with the results showing much higher silt volumes than expected and these results will need to be discussed with the Company who undertook the survey. Desilting is perhaps the biggest issue going forward with the long term management of the ponds.
6. The draft Ponds and Wetlands Conservation Plan reviews the condition of individual ponds and associated issues with management, with specific focus on the larger water bodies and the ponds that received less interventions during the Ponds Project.
7. Recreational activities such as swimming, fishing and dog exercise are included in the report in terms of their impacts on the ecological and biodiversity value of the ponds, including water quality.
8. The final part of the Plan provides a number of recommendations, both general and also pond specific. Some of these recommendations provide innovative possible solutions to the long-term challenge of desilting but also with ecological and biodiversity enhancements.

Key Data

9. Ecological monitoring and measuring biodiversity change will be key to the successful delivery of the Management Plan. Ongoing monitoring of water quality in terms of aquatic flora and fauna will also be critical.

Corporate & Strategic Implications

Strategic implications

10. This Policy contributes towards the achievement of the two aims set out in the City of London Corporate Plan 2018-23. Contribute to a flourishing society, Support a thriving economy and Shape outstanding environments, in particular the following Corporate Plan outcomes:
 - (1) People are safe and feel safe.
 - (2) People enjoy good health and wellbeing.
 - (4) Communities are cohesive and have the facilities they need.
 - (11) We have clean air, land and water and a thriving and sustainable natural environment.
 - (12) Our spaces are secure, resilient and well maintained.
11. The 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.
12. Hampstead Heath Management Strategy 2018-2028 Strategic Outcomes A: Outcome A's three priority objectives focus on habitat conservation and enhancement, heritage and landscape character, and maintaining a balance between nature conservation and heritage value and visitor activities. B: Improved quality of life for Heath visitors, C: The Heath is inclusive and welcoming to a diverse range of visitors.

Financial implications

13. The most significant issue is the financing of any future desilting works relating to maintaining open water and flood alleviation measures. Future funding for large scale desilting operations will be challenging with external funding the most likely route to achieve this.

Resource implications

14. The Heath Ecologist will oversee the ecological and biodiversity monitoring supported by members of the Conservation Team, volunteers, and research students. The Heath Ecologist is also working with ZSL on a number of wider scientific research projects in the London area.

Climate implications

15. The City of London Corporation has a newly adopted Climate Action Strategy which seeks to achieve Net 0 by 2040. There will be a range of measures implemented to realise this including increasing carbon sequestration and storage across the Open Spaces alongside biodiversity enhancement and resilience measures.

16. Building on the flood alleviation and resilience measures using nature based solutions which were part of the Ponds Project will be part of the interventions taking place on the Heath as part of the Ponds and Wetlands Conservation Management Plan recommendations.

Conclusion

17. The ponds and wetlands on Hampstead Heath provide a core component to the Heath's overall ecological value in terms of habitat diversity, and consequently species diversity. The ponds are dynamic landscape features which require management in order to be conserved into the future. Their role also in buffering the impact of climate change add to the importance of their long-term conservation. The recommendations set out in the draft Pond and Wetlands Conservation Plan will be implemented in a phased approach through the Divisional Plan and the Annual Work Plan.

Appendices

- Appendix 1 - Draft Hampstead Heath Ponds and Wetlands Conservation Plan

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(Final Draft) HAMPSTEAD HEATH PONDS AND WETLANDS CONSERVATION PLAN

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1. Why a plan?

1. The ponds on Hampstead Heath have diverse histories, usage and differing water quality. They are an integral part of the historic landscape, and provide great conservation and biodiversity value, as well as a recreational resource for Heath users. Longer term the ponds themselves require planned periodic management interventions, such as desilting, for them to continue as open water bodies. This work has been carried out periodically on the three bathing ponds, and some of the smaller water bodies to maintain them as open water. The continued desilting of the larger ponds will be increasingly challenging to fund and there is a requirement to explore alternative options to desilting operations.
2. Alongside the management of silt accumulation there are other planned conservation and habitat management operations to maintain the ponds themselves and their immediate environs. These are encapsulated in the Annual Work Programme (AWP) and Compartment Management Plans (CMP). However, a critical part of this work is ecological monitoring.
3. Three of the ponds are classified as Large Raised Reservoirs under current legislation, in the form of the Flood and Water Management Act 2010. As such there are compliance duties that require attention including biannual inspections, the recording of detailed information about the reservoir such as water levels and depth, volume, dam crest height, and details of leakages and repairs as well as monitoring of the dam structures and flood alleviation measures.
4. The management of water quality for aquatic fauna, and recreational use is a major component of this Plan. A balance needs to be struck between the recreational usage of the ponds and the nature conservation value of the waterbody, ensuring the ponds remain an enduring feature for both public enjoyment and biodiversity.

1.1 Plan outcomes

5. The new Pond and Wetlands Conservation Plan aligns with the Heath Vision and the Hampstead Heath Management Strategy 2018 – 2028 strategic outcomes.
 - Conservation of the principal ponds and wetlands as landscape features for the next 20 years.
 - Increased biodiversity value on all the principal ponds and wetland habitats.
 - A sustainable and affordable long-term plan for managing silt build up in all ponds.
 - Resolution of existing conflicts between biodiversity and recreational aspects of the ponds and wetlands habitats on Hampstead Heath.

1.2 Plan scope

6. This plan aims to highlight some of the issues involved in managing the Heath ponds with a focus towards the biodiversity considerations. The ponds are also an important recreational resource and a balance between the sometimes-competing aspects is sought.
 - This plan does not go into detail regarding the health and safety aspects of the ponds which are covered in a separate Water Safety Policy and

- associated operating procedures.
 - The plan also doesn't discuss the bathing ponds in detail, as this has been addressed in the Swimming Review dated March 2020.
7. Whilst recommendations have been made, further analysis and research is required to make detailed decisions on aspects such as sediment management.

2. Introduction to ponds on Hampstead Heath

8. Hampstead Heath contains over 40 distinct waterbodies (Appendix 2) ranging in size from small ephemeral pools to large reservoirs. All the waterbodies are believed to have been created artificially either through deliberate actions or as a result of previous activities, such as sand digging on the Sandy Heath. In terms of size they can be broadly allocated to 3 different categories (large, medium and small). They can be further categorised by their current usage which includes conservation, amenity, formal and educational. All the waterbodies also have some degree of wildlife value, which will be a major consideration in this plan. In addition, the English Heritage managed Kenwood Estate has 2 large lakes and some ephemeral pools, including a sphagnum rich pool area. These ponds are directly connected to Highgate chain of ponds through a stream, so need to be considered in any future strategy.

2.1 Larger reservoir category ponds

9. Thirteen larger ponds including 3 large raised reservoirs, can be found across Hampstead Heath, the majority of which were created by the damming of tributary streams between the late seventeenth century (Hampstead Water Company was established in 1692) and early nineteenth century. There are the Highgate Valley ponds, formed along one tributary branch of the River Fleet, including two at the top of this chain on English Heritage land at Kenwood – Wood Pond and Concert (or Thousand Pound) Pond.
- Stock Pond
 - Kenwood Ladies' Bathing Pond
 - Bird Sanctuary Pond
 - Model Boating Pond
 - Highgate Men's Bathing Pond
 - Highgate No1 Pond
10. To the west are the Hampstead Valley ponds, formed along another tributary branch of the River Fleet. Starting at the top of the chain, these are:
- Vale of Health Pond
 - Viaduct Pond
 - Hampstead Mixed Bathing Pond
 - Hampstead No2 Pond
 - Hampstead No1 Pond
11. Over on West Heath and Golders Hill Park is another chain of ponds, formed along a tributary of the river Brent. These are:
- Leg of Mutton Pond
 - Swan Pond

12. The larger ponds will form the focus of the Ponds and Wetlands Conservation Plan, largely due to the diversity of usage as well as the more extensive management requirements involved.

2.2 Medium non reservoir category

13. This includes the more formal ponds such as Whitestone pond and the Lily pond in Golders Hill Park but also the larger of wildlife ponds across the Heath Extension and Sandy Heath. These ponds to some extent have similar management issues as the larger ones including desilting issues but will generally have less amenity use.

2.3 Smaller ponds

14. The third category of ponds are a scattering of ponds which are too small to have been allocated any formal or recreational use and include several which have been created in recent years specifically for wildlife value including the Tumulus and Cohens fields ponds. Educational ponds also come into this category such those in the Old Orchard Garden and Secret Garden.
15. The main concern with these ponds is that as they are small, they could succeed in doing what all ponds are trying to do, that is, turn into land, in a relatively short time. Some of these ponds are ephemeral in nature but can often have a greater wildlife value than the larger lakes. As such maintenance of and opportunities to increase the number of these smaller waterbodies is desirable.

3. Pond management issues

3.1 Eutrophication

16. Most of the Heath's larger waterbodies are classed as eutrophic (nutrient enriched) or hyper-eutrophic (hyper nutrient enriched). That is, they all have a great deal of nutrients in the water column and sediments which can aid plant/algae growth. These nutrients are from a variety of natural (leaf litter, plant recycling, bird faeces, spring inflows and meteorological etc.) as well as human sources (including fishing bait, dog faeces, drain inflows from the Heath and neighbouring properties, pollution from sewers, fertilisers from garden run-off and bread associated with bird feeding). This is not a new phenomenon and records show the ponds have been nutrient enriched for at least this century and likely for large parts of their history. The nutrients will remain in the pond and are only likely to increase as time goes by unless reductions in inputs are achieved or removal is undertaken as nutrients stored in the sediments can persist for decades. Plants and algae are very good at taking up these nutrients and growing extremely rapidly, particularly when conditions are conducive such as warm weather, little disturbance and good water clarity. These conditions can change from year to year and can result in large differences in algae or plant growth. Some ponds can appear visually to be relatively unchanged but can have greatly differing water chemistry, oxygen levels and indeed algal growth from one year to the next.

17. Some of the symptoms of the elevated nutrient levels can include:
- Fish deaths through a reduction in oxygen levels. This can occur particularly after the rapid dying off of algal blooms or plants.
 - Invasive vegetation growth, such as duckweed 'carpets' or other invasive plant growth including New Zealand water fern and crassula growth. These can block out light and cause oxygen crashes and the death of other pond vegetation.
 - Water quality issues on bathing ponds such as algal blooms some of which may be Blue-green algal blooms.
 - Visually 'unattractive' proliferations of blanketweed.
18. A 2006 hydrology consultancy report indicated that dog faeces may be a major contributing factor to nutrient enrichment with up to 95% of phosphorous loading from this source.

3.2 Sediment levels

19. All the ponds on Hampstead Heath would eventually revert to land if no intervention was to take place, although the timescale of this vastly varies between ponds. This would of course not only impact the ponds ecology, but it's uses as an amenity resource. Different ponds may require interventions at shorter time intervals than others. Sediment is also a sink/store for nutrients which has been briefly discussed above.
20. Sediment removal is not necessarily an ecological issue/decision and amenity and visual appearance may be more of a priority. For instance, it may be ecologically beneficial to allow a pond or water body to silt up in order to increase the extent of reedbed for example.

3.3 How much is too much sediment?

21. This is not a simple question to answer as each water body functions differently, has a different profile and usage.
- It may be possible to define too much sediment as when it interferes with its amenity use or is becoming detrimental to the pond's ecology? However, without knowledge of current siltation rates or even current pond profiles this decision is limited to a visual or subjective appraisal and future planning and budgeting becomes difficult.
 - Desilting can of course improve water quality but is largely done to prevent a pond converting to dry land. Desilting for ecological reasons requires a good deal of analysis and monitoring/testing to see whether changes are taking place. Desilting can itself be detrimental to pond ecology and often the pond can greatly change in character afterwards. Thus, unless desilting for amenity reasons then it may be best to do on ponds that have very little ecological value or have lost that value.
 - How far can a pond be allowed to silt up before action is taken? Whilst a pond may have a huge quantity of silt it may still be deep enough to swim in for example. However, large volumes may be unmanageable to remove in terms of cost, time taken or available drying space if allowed to reach a certain level.
 - In order to be able to decide which ponds require sediment removal further

baseline Bathymetric surveys are required.

3.4 Bathymetric analysis 2019

22. Bathymetric analysis has recently been completed on the Heath pond chains. The aim of this was to determine current depth levels as well as an indication of the sediment volumes established within the pond. It should be noted that the sediment volumes can only be used as a rough estimate, and they are based on bathymetric analysis undertaken as part of the Ponds Project. This will aid long-term planning and allow for more informed decisions. A PhD student is currently undertaking research work on Highgate No.1 pond which may give an idea of the sedimentation rates and thus give an idea of the rate of succession.
23. Table 1 (page 8) gives a summary of the sediment levels in the larger ponds and an estimated cost if all the sediment was to be removed. It is not usually possible to remove all the sediment from within a water body unless the pond is drained, and the sediment levels can only be considered as a rough guide as can the costs. Draining ponds, whilst allowing for a greater volume of sediment to be removed, will have a major temporary impact on the aquatic life using the ponds. Fish would need to be relocated and the lack of water can be detrimental to the aquatic invertebrates' present.
24. Drainage of the Hampstead Heath ponds was the method employed throughout the 20th Century and the Highgate Men's Bathing Pond was the last pond to be completed by this method in 1992. Whilst the aquatic ecology is shown to recover quickly, the ponds are also not available for amenity use during and for some time after works. The Highgate Men's Bathing Pond was closed for at least 6 months with part of this time allowing for the pond to refill. Recent desilting works as part of the Hampstead Heath Ponds Project and more recently have employed either suction dredging or larger digging equipment floated on pontoons. Whilst reducing the time taken for the works, these methods are not usually able to remove the same quantities of sediment and underwater obstructions can further reduce the effectiveness of such methods. The future methods for each pond will thus depend on many factors and are likely to be pond specific.
25. The rows highlighted yellow are subject to review and are awaiting an update with regards to the volumes removed as part of the Ponds Project.
26. It is proposed to desilt the Swan, Lily and Water Garden ponds in the winter of 2020/21. Whilst resources are allocated annually for desilting works, the estimated costs above indicate that if full desilting is required on the larger ponds then a capital bid would be required to carry out the works.
27. Figure 1 (page 9) shows an example of the maps produced in the recent surveys. As well as giving an idea of depth profiles for pond management they also give updated profiles for health and safety aspects of each site.
28. Figure 1 also gives an indication of the natural succession of the ponds to drier land. The original mapped outline of the pond is shown in light blue and the current depth profiles in the shaded colours. Although, the depth equipment used was limited to a depth of approximately 15cm and some of the areas were

inaccessible, the map above shows much of the eastern side of the pond is no longer water. A large part of this eastern edge is now a mixture of dry and wet reedbed providing important habitat on the pond.

Pond Name	Silt Volume (m³)	Estimated total removal costs (£)	Date last desilted
Swan	700	103,385	1988
Leg of Mutton	391	57,700	Unknown
Lily	93	13,735	1988
Seven Sisters	Unknown	N/A	2010 (Selected ponds)
Whitestone	Unknown	N/A	Landscaped 2010
Vale of Health	5,951	878,885	Unknown
Viaduct	2,769	408,948	July-Aug 2016
Hampstead Mixed Bathing Pond	1,550	228,876	Mar-Apr 2018
Hampstead No.2	11,172	1,650,036	Unknown
Hampstead No.1	13,072	1,930,567	Unknown
Stock	2,909	429,566	Nov-15
Kenwood Ladies' Bathing Pond	1,103	162,841	Feb-16
Bird Sanctuary	4,081	602,698	1988 (western arm only)
Model Boating	14,451	2,134,276	2015
Highgate Men's Bathing Pond	430	63,517	Dec-15
Highgate No.1	11,920	1,760,534	Unknown
Water Garden	180	26,585	Unknown
Extension No.7	Unknown	N/A	Unknown
Sandy Heath Main	Unknown	N/A	Unknown

Table 1: Estimated sediment volumes and removal costs

29. The bathymetric data can now in part be used to assess how best to manage the sediment levels and the scale of any interventions covered below, Further bathymetric analysis has been identified from this report in order to update the figures for the hard-bed level which form the basis of the sediment estimates.

3.5 Climate change

30. The City of London Corporation is scheduled to adopt a new Climate Action Strategy in October this year. The Strategy aim is to reach Net 0 by 2040 and there will be a range of measures implemented to achieve this including increasing carbon sequestration and storage across the Open Spaces alongside biodiversity enhancement and resilience measures.

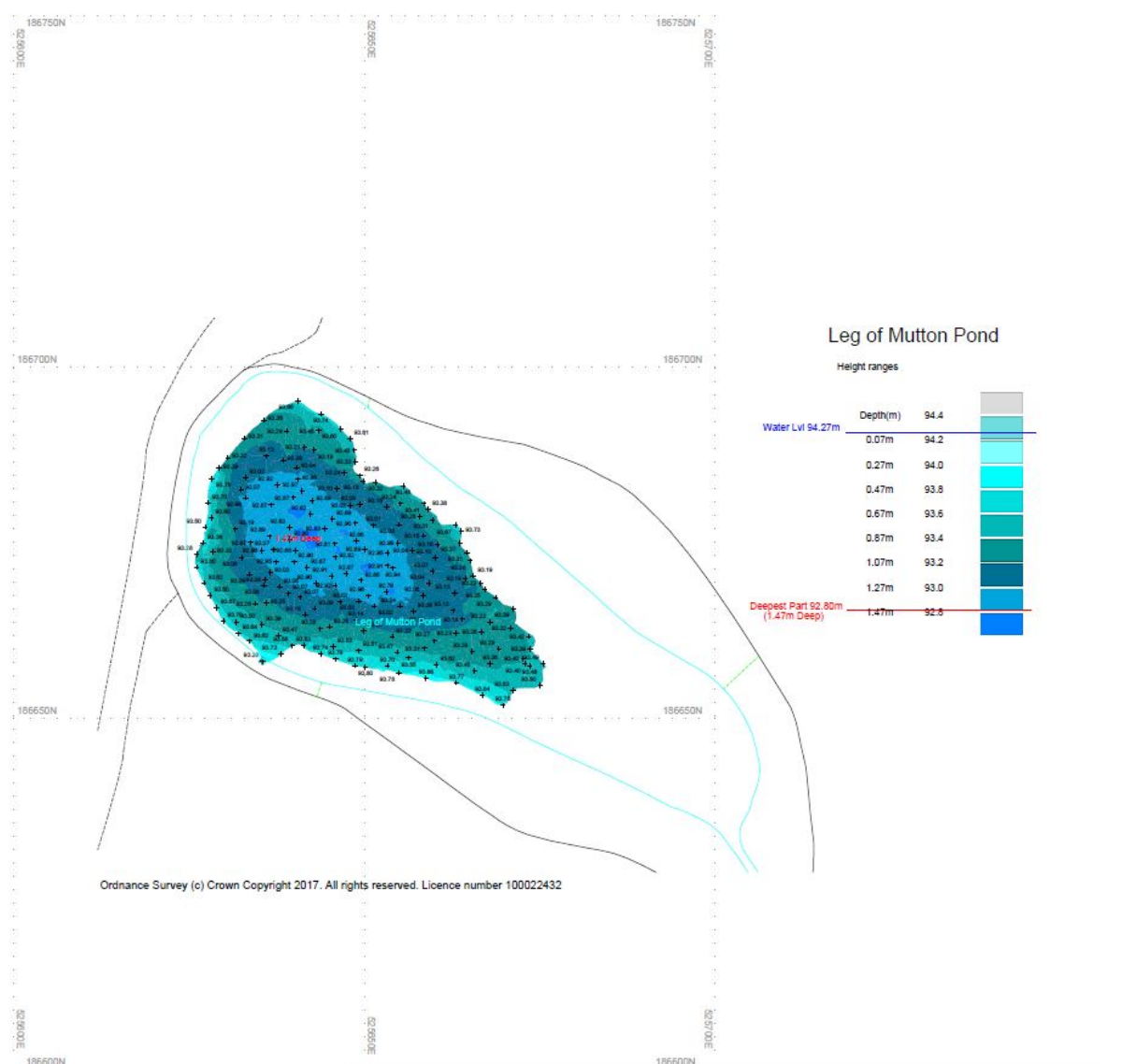


Figure 1: Leg of Mutton depth measurements 2019

31. With potentially warmer waters there may be a possible increase in non-native species and their ability to survive and breed. Carp for instance require a relatively warm temperature to successfully breed in and this occurs only locally in the UK. It is likely that the success of breeding can only increase, possibly having an impact of other fish species and pond ecology. Warmer waters can also decrease oxygen levels as warm waters can hold less oxygen.
32. Increasingly hot summers with associated increase in surface water temperatures and oxygen level impact and potential fish death. Increased risk of sudden heavy convention storm events in summer months and following high nutrient loading also causing collapse of oxygen levels.
33. Climate Change is already having a significant impact on summer temperatures and increased frequency of storms. With this will come increased risk of surface flooding and impact on community downstream.
34. However, there are also opportunities to mitigate climate change impacts and increase resilience through a variety of interventions and considered

management. Increasing bankside vegetation including reedbed areas will improve sediment trapping and strengthen pond banks. Additional marginal and aquatic vegetation will also increase carbon capture and storage alongside increasing potential refuges for wildlife.

35. In addition, Open Spaces will be working with other City Corporation Departments on seeking funding for resilience measures specifically around Climate Change related flood defense but combining this with biodiversity net gain and ecological benefits.

3.6 Other water quality issues

36. The issues set out below are just some of the management considerations which can affect the water quality on a pond. Each pond often has unique issues which need to be considered but these give some idea of the complexities involved.
- Anglers bait, night fishing activity when toilets are closed.
 - Bread etc. fed to ducks.
 - Runoff or discharge from private gardens which abut onto the edge of some ponds, e.g. tap water is high in phosphorus so even a hosepipe or sprinkler left running could raise nutrient levels in the pond, not to mention fertiliser use.
 - Properties adjacent to the Heath or within the water catchment area can have an impact on water quality through a redirection or blocking of water flow. Basement drainage pumps or changes to guttering can have at least a localised impact.
 - Thames Water requirement to regularly inspect and maintain sewers across the Heath to prevent blockages and subsequent contamination.
 - Decomposing leaves from surrounding trees.
 - Droppings from geese and other water birds.
 - Disturbance of pond mud and re-release of nutrients locked in the sediment, e.g. by dogs, swimmers, fish, terrapins, crayfish, low oxygen levels at pond bed.
 - Positive effects of ponds being spring fed. Some springs thought to be present rising from the bed of ponds such as the Vale and Highgate Men's Bathing Pond.
 - Negative effects of the large catchment area of the ponds bringing in particles such as dog faeces and possible pollutants from external to the Heath.
 - Non-native species such as crayfish causing damage to dam faces, alongside ecological damage and nuisance to anglers.

4. Sediment management options and holistic approach

37. One of the limiting factors involved in sediment management is the likely cost involved which may be prohibitive on certain ponds. This is alongside the disruption to Heath users and logistics involved with the movement and access for heavy machinery.
38. Ideally, ponds sediment management should be considered alongside other pond enhancements or improvements which may be more cost effective as well

as enhancing the ponds aesthetically and ecologically. This may include the following practices, some of which have already been successfully carried out.

- Fish translocation or indeed removal (Biomanipulation) which may be desirable particularly on non-angling ponds. This has already been undertaken at the Swan pond which is a non-angling pond but had large numbers of carp which were believed to be having a detrimental effect on water quality as well as causing welfare issues for the fish themselves. A permit is likely required for even temporary storage of fish if ponds are being drained.
- The creation of planting shelves or even islands which will reduce removal costs and provide refuges for birds and well as improving pond ecology. An example of which occurred on the Hampstead Mixed Bathing Pond with the creation of new wetland plant beds. Large islands could be created in deeper section of the pond which could accommodate large quantities of silt. These would however require a more extensive engineered option than simple posts and barrier and may also be a one-off opportunity as this will decrease the size of the pond area. However, this methodology could become a sustainable future activity for pond desilting. On the next desilting cycle, the dry/drier land could be removed and refilled with sediment. This should be a much easier and cost-effective method than removal wet silt from site.
- The permanent reduction in pond area through use of sediment to create land. Whilst reducing the pond area, this could assist with climate strategies with the increase of area for carbon storage.
- The re-use of sediment or spread of sediment on areas close to the pond. This method was used in 1998 at the Kenwood Ladies' Bathing Pond when sediment was spread across South Meadow and more recently at the Extension ponds. This requires careful consideration to ensure that existing flora and fauna is not harmed and can lead to a change in vegetation to the donor site. The re-use of sediment normally requires licensing and testing of the sediment for any harmful chemicals.
- Allowing succession or even the speed up of succession through movement of sediment to different areas of the pond. This may be beneficial for example in the Bird Sanctuary where sedimentation is likely to increase the area of reedbed. The Stock pond in the future could become a swamp.
- It is likely that a good deal of sediment volume may come from leaf litter. A reduction in tree cover or even leaf collection or barriers may be considered.
- A reduction in sediment reaching the pond through an increase in silt traps and continued diversion of runoff. Repair of eroded edges would also reduce loading.
- The use of Siltex or products which may assist in breaking down sediments may be considered as options where costs are prohibitive or disruption too great.

39. The options available will be dependent on the current and future use of the pond whether that be primarily for amenity, ecological or a combination of uses. A reduction of pond size or extensive creation of new planting areas would not be possible or desired on the three bathing ponds.

5. Pond uses and values

40. An important factor in any Ponds plan is the current and future use of the pond in terms of human recreational activities and wildlife use as well as a purely visual amenity. Outlined below are some of the main current pond uses and management issues.

5.1 Pond wildlife value

41. Hampstead Heath ponds as well as being great recreational resources and attractive landscape features also have considerable wildlife value.

5.1.1 Ponds Project surveys

42. Numerous surveys have been undertaken on the Heaths ponds in the last 20 years involving specialist contractors, volunteers and Hampstead Heath staff and it is not possible to go into detail of them all here. However, as part of the Hampstead Heath Ponds Project detailed surveys were carried out on the plant and invertebrate communities in 2013 as well as a water quality assessment of the ponds in 2014.
43. The ponds were monitored and records analysed using national pond guidelines to determine their conservation status. All the ponds showed some degree of organic pollution.
44. The majority of the ponds in the Highgate chain were found to have invertebrate communities of moderate conservation value when using the Community Conservation Index, although Highgate No.1 was considered to have fairly high conservation value. The majority of the Hampstead ponds also had invertebrate communities of moderate conservation value, although the Viaduct pond was recorded as being of high conservation value for the species found.
45. Whilst the ponds overall were not assessed as being national priority ponds, they support a variety of species, some of them nationally notable and certainly provide an important habitat for plants and animals alike. This survey provides a baseline to assess future pond improvements as well as improvements made as part of the Pond Project.

5.1.2 Dragonfly surveys

46. The number of species of dragonfly and damselfly recorded on Hampstead Heath in the last 5 years has reached 19 including a species new to the Heath recorded for the first time in 2018 which is now widespread. The Willow Emerald damselfly was first recorded by volunteer wildlife monitors who have been carrying out yearly monitoring for the last 3 years. Dragonflies spend much of their lifecycle in the Heaths ponds and 16 of these species are thought to be Heath breeding species.

5.1.3 Amphibian surveys

47. Amphibians have been recorded on the Hampstead Heath in most years since

2007 as well as many records from previous years. The ponds are thought to provide breeding areas for well over 1,000 adult frogs and toads as well as smooth newt in most of the ponds. A high proportion of the amphibian records are from the smaller Heath ponds, although larger ponds such as the Bird Sanctuary, Highgate No.1 and Mixed pond also provide important spawning habitats. Amphibians are very much associated with aquatic vegetation and are not usually found breeding in poorly vegetated ponds. Surveys of the Heath's population of Grass snakes are also undertaken yearly, and they are very much associated with the aquatic habitats, being primarily amphibian feeders.

5.1.4 Bird Surveys

48. For over 20 years the wetland birds have been monitored by a volunteer using national survey methodology on a monthly basis. 25 bird species are regularly recorded using the Heath ponds, some of which breed here but just as importantly others use the ponds to overwinter and feed.
49. On Hampstead Heath the ponds which have the more unusual or 'human shy' species of bird prefer ponds that have limited access to the banks (Highgate No.1 + Hampstead No.1). Species such as wigeon, shoveler and gadwall are only normally found on ponds which are large enough or where they can be far enough away from humans and dogs. Kingfishers are regular breeding birds on the Bird Sanctuary pond but have been observed attempting to nest at the Hampstead Mixed Bathing Pond also. As a Schedule 1 species in the Wildlife and Countryside Act (1981) disturbance of this bird at its nest site would be against the law and this would need to be considered with any plan or change in pond use.

5.1.5 Birds of Conservation Concern 4 (BoCC4)

50. Several the UK's leading bird conservation organisations worked together to review the status of birds in the UK, Channel Islands and Isle of Man. The bird species that breed or overwinter were assessed against a set of criteria and placed on either the Green, Amber or Red list – according to an increasing level of conservation concern.
51. Birds using the Heath ponds regularly in either the amber or red category are Herring gull, Mute swan, Gadwall, Mallard, Shoveler, Common gull, Common tern and Kingfisher. Other birds such as Pochard, Wigeon and Teal can also frequent the ponds, sometimes in reasonable numbers. Whilst the populations found on the Heath are not nationally important, in local and regional terms these species should be encouraged wherever possible.

5.2 Swimming and bathing pond issues

5.2.1 Statutory requirements

52. There are three ponds on the Heath where swimming is permitted and these are monitored by the Environment Agency on behalf of DEFRA (Government Department of the Environment, Fisheries & Rural Affairs) for compliance with the European Bathing Water Directive. These are the Kenwood Ladies' Bathing

Pond and Highgate Men's Bathing Pond in the Highgate Valley and the Mixed Bathing Pond in the Hampstead Valley. The Directive sets microbiological and other standards which bathing waters must consistently meet if they are to keep their designation as official bathing waters. There is unfortunately several days delay from the collection of water samples to the results being received and thus the risk of swimming taking place in potentially polluted waters. This is however the national bathing water testing procedure and thus difficult to influence or remedy.

5.2.2 Water quality

53. The three bathing ponds are a popular and much-valued amenity on the Heath, indeed in London as a whole. As any instances of poor water quality in these three ponds presents an immediate health risk to swimmers, making improvements to water quality at these ponds is a very high priority.

5.2.3 Oxygen levels management

54. Aeration equipment is in place on all the bathing ponds but is not currently functioning at the Hampstead Mixed Bathing Pond due to power supply issues. A Capital Project is being developed following the March 2020 Swimming Review to address a series of safety, access, security issues across the three bathing ponds and the Parliament Hill Fields Lido. The Kenwood Ladies' Bathing Pond also has mobile splash units in place for ice prevention and to reduce algal problems.

5.2.4 Catchment areas

55. The Kenwood Ladies' Bathing Pond as well as receiving water from the upstream Stock pond, is also connected to a wider water catchment area through a streamline leading and running outside of City Corporation managed land. This catchment stream passes through private land as well as a community allotment and so has the potential to adversely affect water quality at the Kenwood Ladies' Bathing Pond. Work has already been carried out as part of the Ponds Project to create pools upstream of the pond to act as a filter and sediment traps have previously been created at locations along the streamline.

5.2.5 Blue-green Algae

56. The Highgate Men's Bathing Pond has traditionally suffered from Blue-green (BG) algal blooms and scums which occurred yearly for many weeks of the year for the last 20 years or so. In 2018 and 2019 there has been a noticeable reduction of BG blooms with very few recorded in these years. It is believed that this may be as a result of sediment removal as part of the Ponds Project. The pond is currently used for both angling and swimming which may be considered a health and safety issue for the bathers.

5.2.6 Pollution issues

57. It is believed that the use of sun creams and oils may be having an impact on the water quality at the bathing ponds with the creation of a surface layer during the

busy summer period which can impact oxygen levels through a reduction in diffusion. Bacteria may also be increased in the bathing waters during busy periods simply through 'bather shedding'.

5.2.7 Compliance issues

58. Swimming in non-viewed bathing waters is also a major health and safety concern throughout the year but especially during very warm weather or a hot spring day when the pond temperature is much lower than the external temperature. With Climate Change related weather trends moving towards more frequent heat wave events there is an increasing demand on swimming facilities at Hampstead Heath. The summers of 2018 and 2019 saw unprecedented levels of visitors with a single purpose of swimming, and often swimming in non-lifeguarded non designated ponds in large numbers. This presents a major challenge to the Management team and the Lifeguards.

5.2.8 Water Safety

59. In the last 7 years Hampstead Heath has seen three separate drowning incidents, leading to tragic loss of life and impact on the associated families. A full review of the Hampstead Heath Swimming Facilities was completed in March 2020, taking account of the Health and Safety advice received following a fatality at the Highgate Men's Bathing Ponds in June 2019. The Health and Safety Executive confirmed that there were no material breaches of Health and Safety legislation and provided advice in relation to Lifeguard breaks and alertness, maximum bather loading, minimum Lifeguards numbers and Lifeguard training. The Swimming Review sets out the improvements required to address the Health and Safety issues, visitor access, rapidly increasing demand and presents options to secure the long-term financial sustainability of the Bathing Ponds.

5.3 Angling provision and issues

5.3.1 Introduction

60. Five of the Heath ponds are currently designated as angling ponds. These are Vale of Health, Viaduct and Hampstead No2 in the Hampstead Valley, and the Model Boating Pond and Highgate Men's Bathing Pond in the Highgate Valley. Other ponds have been used for angling in the past such as the Hampstead Mixed Bathing Pond and the Leg of Mutton. Angling is also currently suspended on the north bank of the Highgate Men's Bathing Pond following an incident where a swimmer became entangled with a fishing hook that had become snared on the swimming line.

5.3.2 Fish surveys and stocks

61. The following is a brief summary of fish surveys undertaken on Hampstead Heath and is not the intention to cover the various surveys in detail as this would be a report in itself.
62. Fish surveys have been carried out every 10 years or so with the most recent surveys being in 2013. Previous 1992, 1995 and 2002 surveys by CB fisheries

and a 2002 survey by the Environmental Advice Centre (EAC) indicate varying fish stocks with fluctuations in numbers and species composition changes from survey to survey. The 2002 surveys generally indicated that fish stock and recruitment of fish was low (some errors in the calculations are however apparent), although the 1992 surveys found large fish stocks and some recommendations were made for the removal of some species such as bream.

63. Fish stocking has not officially been undertaken since the late 1990's when CB fisheries were employed to undertake surveys. Stocking of carp, both common and crucian, as well as rudd, bream, perch and tench have been undertaken during this time as well as the cropping (removal) of bream and pike. It is of some concern that species introduced into a number of the ponds in the mid 1990's were not subsequently recorded in the 2002 surveys. Whilst survey error could contribute to this as well as predation from cormorants and pike, any future introductions need careful consideration to ensure the wellbeing of introduced fish as well as stocks already residing in the ponds. It is considered that natural recruitment is the best way to ensure that the species present are those that are best suited to survive and breed in an individual pond, although stocking is not ruled out. Any future stocking should give full consideration of fish welfare and a need identified.
64. Introductions of fish stocks should be based on having accurate stock figures which from experience and previous surveys are difficult to gauge.

5.3.3 Fish survey accuracy

65. Whilst fish surveys can give a good indication of fish stock levels there are practical difficulties in obtaining accurate data. Underwater obstructions, deep water, aquatic plant growth, large pond sizes and differences in fish behaviors such as those species frequenting deeper waters can lead to survey discrepancies depending on the methods used. Methods typically used are netting (seine and fyke) as well as electrofishing. Some direct observation is also possible but can only give a guesstimate of the fish size or weight. Therefore, comparisons between years can sometimes be difficult to analyse.
66. Examples of these possible discrepancies which may not be from genuine stock changes include a comparison of the 2002 CB fisheries survey and the most recent 2013 surveys. Only 7 fish in total were recorded in the 2002 survey despite the introduction of several hundred Kg of fish some 10 years previously. Over 900 fish were recorded in the 2013 survey although the majority of these were of one species (perch). No carp were recorded in the 2013 survey despite them being regularly caught and observed in the pond.
67. The most recent 2013 survey recorded over 1,500 fish from 4 species of fish in the Boating pond with the majority of these being Rudd and Perch. As part of the Ponds Project in 2015 a section of the Boating pond was drained and fish rescued and transferred back into the non-drained side of the pond. 7 species of fish were moved including the previously unrecorded species of carp (both ghost and mirror), tench, pike and eel as well as several hundred unidentified fish fry. Over 200 gudgeon were rescued from this small section of pond whilst less than 20 were recorded from the 2013 survey.

68. The anglers themselves alongside information from Heath staff are often excellent sources of information on the species present in the ponds and methods to formally record catches where possible would be welcome.

5.3.4 Fishing permits and Angling Society

69. Angling on Hampstead Heath is by permit only for which a small administration fee is charged. The anglers should also be in possession of an Environment Agency rod licence. Over 300 permits have been issued in the 2020 season.
70. The Hampstead and Highgate Angling Society (HAHAS) has recently been formed to represent the views of Heath anglers and help protect angling on the Heath for the future. Discussions are ongoing between the Society and Heath Management to promote good angling conduct, seek to improve the angling resource for its members and foster a good relationship with the City Corporation and other Heath users ensuring that angling continues to be a much loved recreational activity on Hampstead Heath.

5.3.5 Interaction between anglers and other users

71. There can be a conflict between anglers and other pond users with disturbance of fishing equipment by dogs and shared usage of much of the bank edges used by anglers.
72. A variety of fish species are also present in non-angling ponds and it is believed there is some movement of fish by the anglers themselves (pers com), although this would be against the law.

5.3.6 Petition on changing Fishing Closed season

73. The recently developed Hampstead and Highgate Angling Society (HHAS) are requesting a change to the current closed season which runs mid-March to mid-June to opening a month earlier in May. This should be considered with respect of the Hampstead Heath Management Strategy 2018-2028 and the relevant outcomes and priorities. The most relevant priorities being:
- Priority 1: A mosaic of natural habitats is maintained and flourishes.
 - Priority 3: A balance is maintained between visitor activities and the conservation of natural, built and heritage values.
 - Priority 4: Improved physical health, mental health and emotional well-being. This includes the goal to increase outdoor participation.
 - Priority 5: Increasing social inclusion. Individuals or groups that may not normally participate in angling may be encouraged to participate.
74. The Environment Agency maintains a closed season for coarse fishing on rivers, streams and important nature conservation sites where angling is not permitted between the 15th March and 15th June. Local Authorities and land managers can still maintain closed seasons on lakes as required.
75. Closed season is now a contentious issue amongst anglers and other groups, and many lakes, reservoirs and closed waterbodies don't now operate one. It

was set up to protect fish stocks when fish were largely killed after being caught.

76. Reducing the closed season has the potential to assist with the Management Strategy priorities 4 and 5 but may conflict with priorities 1 and 3.
77. Some of the issues involved are covered below.
 - Angling provision has recently been reduced with the Mixed pond now a non-angling pond. Angling from the north bank of the Men's pond is also currently suspended. The number of possible fishing points around the Model Boating pond has also been reduced with new emergent planting and the closure of the 'Island'.
 - March to June was, and to some extent is, the main fish spawning season but this varies with species and location and is changing with warming conditions. Thus, it allows fish a period of where they can go about their business without disturbance. The Heath's closed season thus still allows for this and gives a period of recovery. Carp in the Heath ponds show signs of a lot of wear and tear due to relatively low stocks and quite an old and frequently caught population.
 - The closed season allows for bird to nest without disturbance. Perhaps, more importantly this period also allows for the cleaning up of snags and old fishing tackle from ponds which can often entangle birds at this crucial period of their lives.
 - The closed season coincides with the main spawning period for amphibians and some trampling of vegetation does occur through angling activities as well as through general use and dog-swimming. Year-round angling may reduce this vegetation and affect spawning success both indirectly and directly through physical disturbance.
 - Anglers can provide an early warning for environmental issues such as fish health or change in pond condition. However, regular monitoring is also undertaken by Heath staff and members of public are also very vigilant in raising concerns.
 - Shortening the closed season has the potential to increase participation in angling across the Heaths angling ponds. Although this does not mean that participation will increase and instead just bringing forward the initial rush to fish. However, this also may have the positive benefit of spreading the impact of angling over a longer period. How new participants will be encouraged by this longer open season is unclear.
 - Logically, increasing the fishing season can have no positive ecological outcome and at best result in minimal environmental impact. Disturbance of fish will increase and potentially impact on survival rates. As mentioned above the Heath ponds are currently not stocked and rely on natural succession for the species that are best suited to survive and breed in an individual pond. That said some illegal stocking does occur. Koi Herpes Virus (KHV) has occurred in recent years and any increase in fishing can only increase the likelihood of this occurring.
 - The likelihood of more discarded fishing tackle, snagged lines and possible harm to wildlife can only increase with an extended fishing season.
 - Whilst a large part of bird breeding does occur prior to May, many birds will attempt a second brood and young vulnerable birds will be very active on the ponds at this time.
 - Any increase in angling will increase the administration required in checking

permits and enforcing bylaws.

- Increase in conflict between user groups (anglers, dog walkers and swimmers).
- Many users and visitors have strong opinions about angling and its potential harm to the fish themselves and other wildlife.

5.3.7. Options to consider

78. The options to consider are:

- A. Remove closed season.
- B. Reduce or alter closed season.
- C. Keep the closed season.
- D. Reduction in closed season for one pond only, e.g. Model Boating pond.
This earlier opening could allow for fishing lessons only, encouraging young participants or those currently not frequent anglers thus assisting with priorities 4 and 5. As a supervised or targeted event there would be a likely reduction in some of possible environmental issues.
- E. Float only angling or short line fishing which restrict the casting distance on the Highgate Men's Bathing Pond north bank.
- F. Encouraging anglers to belong to the Society so that a wider group can be engaged with. This could be done automatically as part of the application for a fishing permit.

79. Section **8.4** and **8.5** below makes a series of recommendations in relation to angling on the Heath.

5.4 Dog swimming

5.4.1 Introduction

80. Dog swimming is a popular and increasing activity on Hampstead Heath and occurs wherever there is easy access to the ponds. There are many studies on the health benefits of dog ownership and the City Corporation welcomes responsible dog owners and their pets onto Hampstead Heath. A recent Dog Walking Code of Conduct has been developed to provide guidance to dog walkers and owners. There are only a few current restricted areas on Hampstead Heath where dogs are not allowed (Children's play areas, Hill Garden & Pergola) and one area where dogs should be on leads (Golders Hill Park). Other than these areas dogs are only limited in their access by vegetation or fencing.

5.4.2 Dog swimming provision

81. Two floating limit lines on Highgate No.1 and one on the Vale of Health have been created to attempt to limit the extent that dogs can swim out. These were created over 10 years ago to reduce the possible conflict between dogs and wildfowl.

5.4.3 Dogs and waterfowl conflicts

82. There are yearly incidents involving dogs on ponds disturbing waterfowl,

damaging nests and occasionally killing wildfowl. Recent incidences include in 2019 a cygnet killed by a dog on Hampstead No.1 pond and a nest at the Viaduct pond being destroyed by a dog swimming across to it. In February 2020 an Egyptian goose chick was killed by an off-lead dog and another one chased off to be killed by a crow. This occurred in Golder's Hill Park an area that requires dog to be on a lead. In July 2020 a female swan was attacked and injured on Highgate No.1 pond by a dog as well as a number of near misses.

83. It should be noted that the majority of dog owners are very responsible and keep their dogs under proper control but due to the number of dogs present on site even the few that are not can cause serious issues.

5.4.4. Dogs, water quality and marginal erosion

84. Published literature also suggests that dogs can discourage nesting birds, increase turbidity and even possibly introduce chemicals from flea and parasite treatments which can be harmful to invertebrates. This increase in turbidity can easily be seen on aerial photographs (Figure 2) or visually when a dog or person enters the water. This can cause reduced light penetrating for plant growth and the increase sediment disturbance can release more nutrients into a water body. A good deal of erosion occurs in and around ponds directly attributable to dog activity. Entry points at Hampstead No.2 are heavily eroded as a result of the continued action of dog coming and going into the water. Open access points at the Model Boating pond had to be reconstructed due to erosion caused by dogs and an experiment to open the fencing around the Model Boating pond resulted in damage to emergent plants (Figure 3).



Figure 2: Highgate No.1 main dog swim May 2018- cloudy water to SE and smaller dog swim area to NW

85. Figure 3 (page 21) shows the effect of dog swimming on pond turbidity, although in certain circumstances this could be beneficial with the creation of open water. The image shows the lack of filamentous algae growth in the dog swim area and disturbance can reduce the extent of other 'non-desirable' plant growth such as extensive duckweed cover.



Figure 3: Boating pond plant damage and Hampstead No.2 dog erosion.

86. A balance should be achieved between accessibility to a water body and protecting its nature conservation value. A byelaw currently exists which can prohibit dogs from entering the water when a notice is in place.

5.5 Other pond uses

87. Other pond uses:
- The ponds are enjoyed visually as a landscape feature.
 - The study or observing of wildlife.
 - Model Boating. Although not a widespread activity, this is still undertaken on occasion at the Model Boating pond.
 - The current activities undertaken on Heath ponds are not exhaustive and there are many other activities which can take place on waterbodies. Any future proposals for the use of the ponds will be considered in line with the current management strategy.

6. Solutions and management options to be reviewed to assist with water quality and improve biodiversity.

6.1 Short term options

88. The short term options to consider are:
- Aeration systems have been installed on most of the larger waterbodies. Oxygen levels are monitored weekly during the summer season, when levels can be at their lowest. This allows for a modicum of control over oxygen levels and prevention of fish deaths. The aerators can also help increase oxygen levels at the lake-bed which can prevent nutrients from being released. They can also help with the dispersal of algal blooms and prevent ice formation in swimming ponds. These systems however require regular checks and maintenance as well consideration of the utility costs.
 - Encourage bathers to shower before entry into the water.
 - Removal of duckweed and other invasive aquatics by using oil booms. The booms have also been used to partly partition dog swimming areas.
 - Portable splash units are available to aerate ponds in an emergency.
 - Barley straw has been placed into the Kenwood Ladies' Bathing Pond to

- reduce algal blooms through the natural decomposition of the straw.
- Limit dog access to areas on selected ponds used for dog swimming. Establish dog free ponds which are primarily for wildlife or even as angling only. This option is in line with suggestions made by members of the Heath and Hampstead Society, Heath Sub Committee.
- Designate certain areas as dog swimming zones by use of signage and floating barriers. The designated sites should be upgraded to reduce compaction and erosion at entry points.

6.2 Longer term solutions/management options

89. Options:

- Removal or relocation of pond sediment. A number of possible strategies have been considered in section 4. 'Sediment management options and holistic approach' and require more detailed planning and consultation.
- Further aquatic planting.
- Reduction of nutrient loads entering the ponds. Reduce the quantity of dog faeces entering the ponds through engagement/action encouraging collection.
- Engagement with the Planning Authorities and Heath neighbours to assist with reducing input into ponds.
- Reduction/further education on bird-feeding nutrient inputs as well as the behavioral changes this can induce in wildfowl.
- Fish biomanipulation, reducing the impact of bottom feeding fish, as well as juvenile fish which can impact on zooplankton levels (zooplankton are very good controllers of algae).
- Slowing down the speed of water entering the ponds. As well as reducing flood risk this may also help reduce the amount of suspended solids and dissolved nutrients entering a pond. This may be achieved through:
 - Construction of high infiltration path surfaces on the higher parts of the Heath. Many paths and up to a 10m strip on either side are very compacted and currently serve as high speed conduits of rain straight into streams and ponds.
 - Creation of "woody debris jams" in the upper tributaries of the stream system. These would act as little dam-like structures in the stream. They would not completely block the watercourse, merely slow down the flow of water such that it doesn't arrive all at once at the ponds, presenting a flood risk. They would also act as a silt trap. Some suspended solids would settle out and be trapped behind the woody debris jam.
 - Buffer planting of vegetation around areas where heavily used paths cross streams. These are currently a pinpoint source of pollution as they often are so denuded, compacted and eroded that in times of rain, much nutrient-enriched rainwater enters the streams in these places.
 - Sustainable Urban Drainage (SUDS) - Swales and buffer strips of longer grass on valley sides and pond edges.

7. Management options and issues for individual ponds

90. Each pond on Hampstead Heath is unique in its aspect, usage and nature conservation value and so a one size fit's all approach will not be possible. A

combination of the options suggested above will be required to achieve the desired outcomes.

91. Below are issues and options relating to specific ponds, some of the information used on sediment levels relate to older 2002/2004 reports although some management of these ponds has since taken place.

7.1 Hampstead No.1

92. Hampstead No.1 Pond:

- The pond was found to have a maximum water depth of 3.5 metres. Significant accumulations of silt were found to be present within the pond mainly present in the central area with depths of up to 2.5 metres recorded. The silt visually appeared to contain a high proportion of organic matter content. The long-term management strategy should be to dredge this material from the pond. However, currently there is still sufficient retained water depth for the pond to retain its function as a landscaping feature within the pond. No Siltex (sediment reduction additive) is advised as this would raise hardness and encourage filamentous algae.
- Filamentous algae blooms occur in this pond.
- Hampstead No.1 is still considered to be of good ecological value with large amounts of aquatic plants.
- Due to the size of the pond it should be possible to create further emergent planting areas or even islands.
- A pair of swans have been nesting on the pond for many years and there is often conflict between dogs and wildfowl. This pond could be considered as a dog free pond and further enhanced for biodiversity.
- A large part of the pond perimeter adjoins private housing and consideration must be given to this with regards to any ecological enhancements.

7.2 Hampstead No.2

93. Hampstead No. 2 Pond:

- There are significant volumes of sediment accumulated on the bed of Hampstead No.2 Pond with a large 40m by 70m accumulation of over 1m depth of sediment. There is still sufficient retained water depth for the pond to function as a recreational fishery, but these accumulations of silt are impacting upon water quality conditions.
- Hampstead No.2 although having good ecological value is subject to fluctuating conditions with algal blooms (including BG) and duckweed cover and should be considered in the shorter term for sediment management.
- There is potentially a good deal of scope to incorporate large amount of sediment into planting bays or even islands. This, however, should not be allowed to interfere with the ability of anglers to use the pond.
- Dogs enter this pond from several locations and one entry point is heavily eroded. This entry point could be reduced in size through planting or landscaping and a floating boom erected to reduce the dog swimming area. Other entry points could be restricted and could be designated as angling only.
- In the short term a trial of Phoslock could be undertaken which reduces nutrient levels in the pond.

- Extending the peninsular to disguise the outfall on the northern dam.

7.3 Hampstead Mixed Bathing Pond

94. Hampstead Mixed Bathing Pond:

- The pond was desilted in 2016 and then again in 2018 to cover an area that was missed. The Hampstead Mixed Bathing Pond has a maximum depth of 2.9m.
- A proportion of sediment was reused in 2018 to create new planting bays and there is limited scope to increase these without reducing the swimming area of the pond.
- This pond should not need desilting for the foreseeable future.
- Some work is required to reduce the access points for swimmers entering from non-designated areas which can be achieved through vegetation management.
- The chestnut paling fence has been identified in the Cyclical Work Programme for replacement.
- The Capital Project for the Bathing Ponds and Lido has identified a range of works at the Hampstead Mixed Bathing Pond including a review of the buildings and facilities layouts.

7.4 Viaduct

95. Viaduct Pond:

- This pond was desilted in 2016 and has since seen the regrowth of extensive lily beds which had previously been lost. There is no current requirement to desilt this pond, although as the pond is shallow and well vegetated it will have a shorter turnaround time than the larger water bodies. The pond has a maximum depth of 1.8m.
- Dogs enter this pond from across the southern bank and cause some localized erosion as well as occasionally swimming to areas not normally accessible. This pond is also used for angling and there can be conflict between the 2 activities.
- This is a popular pond for dog swimming but there may be a possibility of restricting access to a smaller area to the SE which can be improved for entry. Consideration should also be given into making the pond a dog free pond due to the conservation value of its invertebrate population.
- Ecological enhancements have recently taken place on the pond and due to its size larger scale planting schemes may not be possible.
- Public access is currently restricted on this pond as it forms part of a larger 'Middle Bird Sanctuary'.

7.5 Vale

96. Vale Pond

- The Vale of Health pond has accumulated significant deposits of silt. The deepest silt depths are present at the northern end of the pond where in places there is greater than 3m of accumulated sediment which accounts for more than half the depth of the lake. The current maximum depth is thought to be 3.3m. There is still sufficient water depth for Vale of Health pond to

function as a recreational coarse fishery. However, the silts are likely to be impacting on water quality conditions and thereby the potential performance of the fishery. Dredging of the pond should be one of the key long-term management objectives for this waterbody.

- This pond has regular filamentous algae blooms caused by the high nutrient levels as well as good quantities of other aquatic vegetation.
- Due to the tree lined banks and private bank ownership there is limited scope to reuse sediment on this pond unless a larger scale central island could be created.
- Dogs access this pond largely from the SW corner near the spillway. The spillway vegetation becomes heavily eroded and requires regular replacement. A floating boom designates the area, and this could become the sole access point for dogs on the pond. This would allow anglers to fish freely from the main swims around the pond.

7.6 Highgate No.1

97. Highgate No. 1 Pond:

- Highgate No.1 Pond is relatively shallow with the majority of the pond area being less than 2m in depth and the deepest point 2.2m. It appears that the original maximum water depth of the pond was in the region of 3 - 4m but this has been reduced by siltation.
- This pond does require desilting, but the pond retains good ecological value with large amounts of aquatic and emergent vegetation as well as receiving some more irregular wildfowl such as wigeon, gadwall and pochard. Reed warblers also nest here.
- There is scope on this pond to create more planting beds using sediment. Although natural succession is occurring, this process could be speeded up with the redistribution of sediment.
- Many of the overwintering wildfowl on this pond only occur here due to the size of the pond and the distance they are away from the public and dogs. The northern bank of this pond adjoins private land and so is relatively undisturbed and the eastern bank is currently not accessible to the public.
- This pond has two main dog swimming areas. One to the SE and the other centrally to the south. However, dogs do enter from other areas and it is suggested that dog access is restricted to the two main areas.
- This is one of the most popular ponds for dog swimming and as such it is hoped that this can continue. However, as this pond currently has a breeding swan pair and the swans on this pond have been injured by dogs, dog access to this pond should be kept under review.
- As a pond with good ecological value is it recommended that public disturbance on this pond is kept to a minimum.

7.7 Highgate Men's Bathing Pond

98. Highgate Men's Bathing Pond:

- The Highgate Men's Bathing Pond appears to contain no measurable depth of accumulated silt except for the areas around the northern inflows. This result accords with the dredging of the lake that was undertaken in the early 1990's and again in 2015. The accumulation of silt deposits on this pond appears to be low. This pond has a maximum depth of 5.2m.

- The Highgate Men's Bathing Pond being the deepest is likely to have a large capacity to retain sediment and if siltation rates are low then may only removal at long intervals.
- This is an angling pond although angling is currently restricted to the south bank due to health and safety reasons. The Angling Society are requesting access to this bank for the use of float only fishing which would reduce the risk considerably.

7.8 Model Boating

99. The Model Boating Pond:

- The Model Boating pond was redesigned in 2015 as part of the Ponds Project and was partially desilted to the southern side. Large accumulations of silt were discovered in the southern section of this pond and removed to the borrow pits on the Tumulus field. The pond has a current maximum depth of 3.7m.
- The northern section of the pond is still believed to have large accumulations of silt but still a great deal of available water depth for angling and Boating. Large parts of the pond have already had improvements to the emergent vegetation. There may be scope to increase the width of these areas in the future or even the creation of a larger island area.
- There is still considered to be sufficient water depth for the pond to serve as a fisheries and Boating lake.
- The Boating pond 'island' has been designated as a sanctuary with no public access. A pair of swans was looking like using the 'island' as a nest site this year but an injury to male meant they had to be taken to the Swan Sanctuary. A snipe (bird) was flushed from the new planting area on the 'island' in March 2020 showing the value keeping this area as a place for wildlife.
- Dogs enter this pond from many of the open areas and have caused some erosion to the banksides as well as damage to emergent plants. Dogs also have been regularly observed swimming out to the island which will reduce its wildlife value.
- The Angling Society have requested a change to the closed season across the Heath ponds which has been discussed above. There is a possibility that this pond could be used as a trial for a reduction in the closed season by holding lessons for younger children or others wishing to try fishing for the first time.
- Unauthorised swimming regularly occurs on this pond. As an angling pond and from previous desilting works, this pond is known to contain many underwater hazards.
- Possible solutions to this include the additions of planting shelves along the east bank, improving the swimming swims here and re-routing the path to accommodate both pedestrians and anglers. This could reduce the unauthorized swimming, improve biodiversity and improve the area for angling. However, as Model Boating does occur on this pond, any enhancements would take into consideration access for model boating, angling and the visual aspect of any planting.

7.9 Bird Sanctuary

100. Bird Sanctuary Pond:

- The Bird Sanctuary pond is relatively shallow in depth with most water depths less than 2m deep. This results from the significant accumulations of silt that are present. Max silt depth 1.7m. The pond has a maximum depth of 2.2m.
- The pond is completely enclosed in fencing and as such is one of the best ecological areas on the Heath, although this also encompasses the land areas. Kingfishers and reed warblers regularly nest here as well as being a feeding area for wintering birds such as water rail and species such as siskin feeding from the bankside trees.
- The Bird Sanctuary is still believed to have good ecological value and thus have a longer-term sediment management need.
- The western arm was desilted in 1988 but is gradually reverting to reed swamp again. An increase in the reedbed areas through sedimentation is in the short-term desirable.

101. Several new ponds and scrapes were created as part of the Ponds Project, with an expansion of reedbed area and a new wetland channel.

7.10 Kenwood Ladies' Bathing Pond

102. Kenwood Ladies' Bathing Pond:

- The Kenwood Ladies' Bathing Pond was desilted in 2015 but due to lowered water levels the edges and northern section were not touched. The northern section is still heavily silted. The pond has a maximum depth of 3.75m.
- There is very limited scope to reuse sediment on this pond although as the northern section is still heavily sedimented then this could become an expanded area of reedbed in the future.
- Although the west bank was traditionally an open landscape there is currently ongoing privacy concerns along this edge. Tree management may be required to allow for enough light for understorey planting to provide screening.
- A Capital Project to re-fence around the rear gate is in preparation.

7.11 Stock

103. Stock Pond:

- The Stock pond although dredged in 2015 still has a perimeter containing deep sediment and indeed parts of the eastern bank have reverted to land.
- A reedbed planted in 2004 has expanded a little and it is suggested this pond could be allowed to silt up further and managed as a wildlife pond.

7.12 Leg of Mutton

104. Leg of Mutton Pond:

- The Leg of Mutton pond has a maximum depth of 1.6m and large parts of the pond have reverted to dry and wet reed bed to the east. The rest of the pond appears to have low deposits of sediment which is consistent with most of the deposits occurring on the eastern inflow edge of the pond. The pond is

generally shallow in depth and the depths of sediment are not excessive in the remaining pond area. Although they visually appear to have a high organic matter content that may affect the overlying water quality.

- The expanding reedbed area to the east is currently increasing the ecological value of the pond although the pond is now greatly reduced in size.
- It should be possible to carry out desilting works on this pond without a capital bid assuming the existing dry land areas are not reinstated as pond.
- The Leg of Mutton does not currently have any public access.

7.13 Water Garden

105. Water Garden:

- Within the main body of the pond silt depths averaged around 50cms in depth and accounted for half the available depth of the pond. The silts are significant in relation to the remaining water depth within the pond and are likely to exert a major effect upon water quality. It is recommended that dredging of the pond is undertaken.
- This pond currently has lower ecological value although a population of Crucian carp exists in the pond which are of some national conservation concern.
- This pond is planned to be desilted in 2020/21.

7.14 Swan

106. Swan Pond:

- Significant depths of silt have accumulated in Swan Pond. At their deepest, sediments are 80cm in depth and account for half of the available pond depth. At the inflow in the east of the pond, depths are shallower, and accumulation of sediment has resulted in the infill of this end of the pond.
- The sediments visually appeared to have a high organic matter with partly degraded leaf litter. The reductions in water depth and accumulations of organic silt, cause lower oxygen levels to develop throughout the water column that can cause distress to the existing fish populations. Emergency aeration equipment was deployed yearly on this pond to prevent the deaths of the large fish population.
- Due to the prevalent water quality conditions and the poor conditions for fish health over 100 ghost carp were removed in 2018. These were the only fish species present in the pond and the pond had very low ecological value. The clarity of the pond has since improved greatly, and spawning frogs and toads were seen for the first time in many years.

107. There is the potential to create a large extent of emergent vegetation around this pond using the existing sediment and reducing the removal costs. Whilst this would reduce the size of the pond, this would also greatly enhance the pond both visually and ecologically. This pond is planned to be desilted in 2020/21 and it is hoped that biodiversity enhancements can be achieved through this project.

7.15 Heath Extension Ponds

108. The Heath Extension Ponds:

- The majority of the Heath Extension ponds are relatively small and sediment management may be undertaken locally. However, the bottom pond in the chain is larger and management may be more difficult here as it is believed to have large quantities of silt.
- The higher pond had an oil leak some 10-15 years ago and may not be suitable for land fill or local deposition.

7.16 Sandy Heath

109. Sandy Heath Ponds:

- Most of the ponds here can be managed locally by the Heath's Conservation Team but this may not be possible on the larger Sandy Heath pond which has large accumulations of sediment and is reducing in size through succession. It may be possible for local deposition of sediments removed and should be possible through the cyclical budget.

8. Recommendations

110. The following is a series of recommendations based on the issues discussed above. Many are general recommendations which are already carried out as part of the Heath's Annual Work Programme (AWP), Compartment Management Plans (CMP) or the City Surveyors Department Cyclical Work Programme (CWP). Other recommendations are made regarding the recreational usage of the ponds in terms of angling and dog access as well as further research required to advise on sediment management and an initial priority for desilting.

111. A section covering each individual pond includes some pond specific detail, suggestions and selected maps to visualise some of the recommendations proposed. It should be stressed that the planting bays shown in the maps are examples to show the potential for sediment re-use as opposed to detailed plans.

8.1 General Recommendations

112. The table below sets out general recommendations.

General Recommendations		
No	Recommendation	Link to the Management Framework
8.1.1	Continue to make smaller wildlife ponds where practical and appropriate. The City Corporation are currently working in partnership with the Reddington and Frognal Residents Association (RedFrog) on the reinstatement of an historic pond known as 'Constables' pond.	AWP
8.1.2	Continue to link and engage with any national and local wildlife strategies that will assist with biodiversity. The City Corporation is currently engaging with Camden Council to assist with the development of a new biodiversity plan for the Borough.	AWP
8.1.3	Continue to engage with the Highgate Men's Pond Association to collaborate on initiatives which may	AWP

	improve or assist with recording biodiversity. Engage with the Hampstead Mixed Bathing Pond and Kenwood Ladies' Pond Associations for similar collaboration.	
8.1.4	Continue to submit representations on Planning Applications which may affect Hampstead Heath and its hydrology.	AWP
8.1.5	Continue to engage with Thames Water to ensure sewers across the Heath are routinely inspected and regularly maintained.	AWP
8.1.6	Continue to engage with local resident groups and individuals to ensure external water inputs are not detrimental to the ponds ecology or water quality.	AWP
8.1.7	Seek opportunities to increase the extent of emergent and aquatic planting where this will be ecologically beneficial.	AWP
8.1.8	Partner with English Heritage and the Heath and Hampstead Society to assist and advise on biodiversity improvements to the Kenwood ponds. An initial meeting is scheduled for the Autumn 2020.	AWP
8.1.9	Current weekly monitoring of oxygen levels should continue throughout the summer season (May-August) or where this is not possible the aeration systems employed.	AWP
8.1.10	Daily checks of the pond outflows and safety systems.	AWP
8.1.11	Monitor crayfish populations and seek advice on removal methodology.	AWP
8.1.12	Regular monitoring of algal blooms and advisory signs placed if the Blue-green algae blooms appear.	AWP
8.1.13	Continued ecological monitoring of wetland birds, amphibians and dragonflies.	AWP
8.1.14	A repeat of the 2013 Pond Project survey for water quality and aquatic invertebrates. This will assess any improvements or otherwise that have taken place since the Ponds Project. A suggested date of 2023 would allow for a 10-year review. Whilst this would be an expensive assessment to undertake, the full suite of surveys undertaken in 2013 would not be required.	AWP
8.1.15	Some of the pond banks are under private ownership and it is recommended that future collaboration is sought for mutually beneficial pond enhancement schemes such as emergent planting.	AWP
8.1.16	Continued signage and advice regarding bird feeding activities, encouraging feeding of wildfowl pellets rather than bread.	AWP
8.1.17	Encourage bathers to shower before entering ponds through engagement and signage to reduce external inputs.	AWP
8.1.18	Welcome proposals for other uses of the Heath ponds which would align with the current Management Strategy.	AWP

8.2 Dog Access to the Ponds

113. The table below sets out the recommendations in relation to dog access to the Ponds.

Dog Access to the Ponds - Recommendations		
No	Recommendation	Link to the Management Framework
8.2.1	<p>It is recommended that dog access is refined at each pond and restricted to designated dog swimming/access areas. Access areas will be defined by floating buoys and dogs only allowed to enter at these points. Signs or simple plaques will be required to define these locations on site.</p> <p>Having clearly defined areas will hopefully reduce conflicts over competing uses and give clarification of use.</p> <p>The recommended dog swim areas are in the accompanying maps on individual ponds.</p>	AWP
8.2.2	It is recommended that Hampstead No.1 becomes a dog free pond and wildlife is prioritised.	AWP
8.2.3	Dog access areas will be improved through landscaping, reducing erosion and compaction in and around access points.	AWP

8.3 Bathymetric data and sediment removal

114. The table below sets out the recommendations for bathymetric data and sediment removal.

Bathymetric data and sediment removal - Recommendations		
No	Recommendation	Link to the Management Framework
8.3.1	Further bathymetric analysis is required on selected ponds to confirm the hard bed level of the ponds to confirm the silt volumes. A company has been approached to undertake these works.	CWP
8.3.2	It is recommended that further research is undertaken to determine the most effective methodology for desilting the ponds, once the silt volumes have been confirmed. Methods researched will include the re-use of sediment on-site to create larger emergent planting areas or even islands or allowing natural succession on certain ponds to increase areas of reedbed. An example of the re-use of sediment is indicated in the accompanying maps for Hampstead No.1 and Highgate No.1.	CWP
8.3.3	Methods which would reduce sediment entering the ponds will be continued including the creation of sediment traps and log weirs upstream of ponds.	AWP

8.3.4	The Golders Hill Park chain of ponds are schedule to be desilted in the winter of 2020/2021. As suggested further consultation and research is required to finalise desilting plans on the major ponds, however an initial priority order is given in 2 table below.	CWP/Capital bid
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Pond name	Desilting order	Notes
Swan	1	Scheduled for winter 2020/2021.
Water Garden	1	Scheduled for winter 2020/2021.
Lily	1	Scheduled for winter 2020/2021.
Sandy Heath main	2	Shallow pond. Could be done on current cyclical desilting budget.
Extension No.7	3	Shallow pond. Could be done on current cyclical desilting budget.
Hampstead No.2	4	External funding/Capital bid.
Model Boating	5	External funding/Capital bid.
Bird Sanctuary	6	External funding/Capital bid.
Highgate No.1	7	External funding/Capital bid.
Hampstead No.1	8	External funding/Capital bid.
Vale of Health	9	External funding/Capital bid.
Leg of Mutton	10	Might be possible to do on current cyclical desilting budget.
Viaduct	11	Might be possible to do on current cyclical desilting budget.
Stock	12	Might be possible to do on current cyclical desilting budget.
Kenwood Ladies' Bathing Pond	13	Might be possible to do on current cyclical desilting budget.
Hampstead Mixed Bathing Pond	14	Might be possible to do on current cyclical desilting budget.
Highgate Men's Bathing Pond	15	External funding/Capital bid.

Table 2: Approximate priority desilting order

115. It should be noted that this will may not be a cyclical order due to the size of the pond and thus the speed at which it infills.

8.4 Angling – Closed season

116. The table below sets out the recommendations for the Angling closed season.

Angling – Closed season		
No	Recommendation	Link to the Management Framework
8.4.1	This proposal is outlined above (section 5.3.6) and has been considered in line with priorities in the Hampstead Heath Management Strategy 2018-2028.	AWP

	It is recommended that the current closed season remains in place to assist with priorities 1 and 3 of the Management Strategy.	
8.4.2	However further proposals and discussions will be welcomed with the HAHAS in order to facilitate angling for school or other groups in the form of lessons which may assist with priorities 4 and 5 of the Management Strategy. This could be considered inside the current closed season if this could encourage new participants. As a supervised and targeted event on a selected pond this may reduce some of the environmental issues concerned.	CMP

8.5 Angling Provision Recommendations

117. The table below sets out the recommendations for the Angling provision.

Angling Provision Recommendations		
No	Recommendation	Link to the Management Framework
8.5.1	Continue to liaise with the HAHAS to promote good angling conduct and seek to improve the resource allocated towards anglers.	AWP
8.5.2	Encourage compliance with local angling regulations and night fishing is allowed by permit only.	AWP
8.5.3	It is recommended that float only angling is allowed on the Highgate Men's Bathing Pond north bank which should reduce the risks associated with a conflict of use, and that this is restricted to teaching sessions organised by the HAHAS and controlled via an annual licence.	AWP
8.5.4	It is recommended that float only angling on the south bank during the summer bathing season May - September when the bathing limit line is nearer the bank. The distance between the limit line on the north and south banks are similar in places and casting over or onto the line would be an obvious hazard for bathers.	AWP
8.5.5	Fish stocks surveys will be continued on a 10-yearly basis. However, it is recommended that on selected angling ponds a secondary survey is undertaken in the same year to assess the initial survey accuracy.	
8.5.6	It is recommended that discussions are undertaken with the HAHAS to encourage the recording of catches which will assist with building a better picture of fish stocks in the pond.	AWP
8.5.7	Fish stocking should only be undertaken with advice from a fisheries management expert and a need is identified. Natural succession and breeding are the preferred methods for ensuring that the fish present are the ones best able to cope with the prevalent conditions in a pond. The welfare of any introduced fish as well as the welfare of other wildlife in the water body is the primary concern.	

8.5.8	It is recommended that funding achieved through the Hampstead Heath permit system should be used directly for angling improvements across Hampstead Heath. This may be in the form of improving fish swims or creation of fish refuges in the ponds to help with any natural predation occurring.	AWP
8.5.9	Encourage Heath permit holders to become members of the HAHAS so that a wider group can be engaged with.	AWP
8.5.10	The creation of fishing pegs specifically for angling. Dog access would not be permitted at these points and where shared usage exists; paths would be rerouted to allow sufficient space for angling. An example of this is at the Model Boating pond where angling improvements should be considered with the addition of an extra angling point, redirection or widening of the paths at these points and the addition of extra planting provision. An example of this provision is shown in the following section Model Boating pond (Appendix 1)	AWP
8.5.11	Continue to improve the opportunities for disabled people to fish on the Hampstead Heath ponds through access and fishing swim improvements.	AWP

8.6 Management options and issues for individual ponds

118. The options for each pond are set out below.

8.7 Hampstead No. 1 Pond

119. The table below sets out recommendations for the Hampstead No.1 Pond.

Hampstead No 1 Pond		
No	Recommendation	Link to the Management Framework
8.7.1	It is recommended that this pond becomes a dog free pond and further enhanced for biodiversity.	AWP
8.7.2	The creation of further emergent planting areas or islands should be investigated inline with further investigation into the re-use of sediment. An example map is shown in Appendix 1	CWP
8.7.3	Liaise with private landowners adjoining the pond to seek collaboration for any future biodiversity enhancement schemes.	AWP

8.8 Hampstead No. 2 Pond

120. The table below sets out recommendations for the Hampstead No.2 Pond.

Hampstead No 2		
No	Recommendation	Link to the Management Framework
8.8.1	It is recommended that dog access on this pond is refined and restricted to a single designated dog swimming area to the north-west.	AWP
8.8.2	Investigate the potential for the re-use of sediment to create planting bays or islands. An example map is shown in Appendix 1	CWP
8.8.3	It is recommended that the main dog swim area to the north-west is enhanced and the entry point landscaped to reduce the erosion in the area.	AWP
8.8.4	Investigate the feasibility of extending the planting area around the outfall to disguise this area further.	AWP
8.8.5	Investigate the feasibility of the use of Phoslock on this pond to reduce the nutrient levels and therefore the reduction of Blue-green and filamentous algae blooms and other aquatic plants such as duckweed.	AWP

8.9 Hampstead Mixed Bathing Pond

121. The table below sets out recommendations for the Hampstead Mixed Bathing Pond.

Hampstead Mixed Bathing Pond		
No	Recommendation	Link to the Management Framework
8.9.1	Continue with the Capital Project for the bathing ponds and Lido to review the existing buildings and facilities as well as make access improvements.	CWP
8.9.2	To make vegetation enhancements around the pond to reduce access for swimmers entering from non-designated areas of the pond.	AWP
8.9.3	Investigate the potential for the re-use of sediment to create planting bays or islands. An example map is shown in Appendix 1	CWP

8.10 Viaduct Pond

122. The table below sets out recommendations for the Viaduct Pond.

Viaduct Pond		
No	Recommendation	Link to the Management Framework
8.10.1	It is recommended that dog access on this pond is refined and restricted to a single designated dog swimming area to the south-east. Access at this point should be improved to reduce the erosion occurring in this area. An example map is shown in Appendix 1	AWP
8.10.2	Consideration should also be given into making the pond a dog free pond due to the conservation value of its invertebrate population.	AWP
8.10.3	Continue to make biodiversity enhancements to the area surrounding the pond and maintain limited access to this area as part of a larger 'Middle Bird Sanctuary'.	AWP

8.11 Vale of Health Pond

123. The table below sets out recommendations for the Vale of Health Pond.

Vale of Health Pond		
No	Recommendation	Link to the Management Framework
8.11.1	It is recommended that dog access on this pond is refined and restricted to the single designated dog swimming area to the south-east. Access at this point should be improved to reduce the erosion occurring in this area. An example map is shown in Appendix 1.	AWP
8.11.2	Continue to liaise with private landowners and residents' groups adjoining the pond.	AWP
8.11.3	Review the potential for an additional fishing swim to the east of the pond.	AWP

8.12 Highgate No 1 Pond

124. The table below sets out recommendations for Highgate No.1 Pond.

Highgate No 1 Pond		
No	Recommendation	Link to the Management Framework
8.12.1	It is recommended that dog access on this pond is refined and restricted to the two main designated dog swimming area to the south-east and south. Access at these points should be improved to reduce the erosion occurring in this area.	AWP
8.12.2	Investigate the potential for the re-use of sediment to create planting bays or islands. An example map is shown in Appendix 1.	CWP
8.12.3	Continue to review dog access to this pond as despite being one of the most popular ponds for dog swimming the pond currently has a breeding swan pair and the swans on this pond have previously been injured by dogs.	AWP
8.12.4	It is recommended that public disturbance on this pond be kept to a minimum with many of the overwintering wildfowl on this pond only occurring here due to the size of the pond and the distance they are away from the public and dogs. This can be achieved through vegetation management and keeping the current restricted access to the eastern dam face of the pond.	AWP
8.12.5	Continue to liaise with private landowners and residents' groups adjoining the pond in respect of any mutually beneficial biodiversity enhancements that could be made.	AWP

8.13 Highgate Men's Bathing Pond

125. The table below sets out recommendations for Highgate Men's Bathing Pond.

Highgate Men's Bathing Pond		
No	Recommendation	Link to the Management Framework
8.13.1	See recommendations 5.3 and 5.4 above for float only angling at the pond.	AWP
8.13.2	Continue with the Capital Project for the bathing ponds and Lido to review the existing buildings and facilities as well as make access improvements	CWP

8.14 Model Boating Pond

126. The table below sets out recommendations for the Model Boating Pond.

Model Boating Pond		
No	Recommendation	Link to the Management Framework
8.14.1	It is recommended to maintain the Boating pond 'island' as a sanctuary with no public access.	AWP
8.14.2	It is recommended that the causeway joining the 'island' area to the land is removed.	AWP
8.14.3	It is recommended that dog access on this pond is refined and restricted to a single designated dog swimming area to the north-west (A) or north-east (B). Access at the point should be improved to reduce the erosion occurring in this area. An example map is shown in Appendix 1.	AWP
8.14.4	To investigate the feasibility of the addition of planting shelves along the east bank, improving the fishing swims here and re-routing the path to accommodate both pedestrians and anglers. This could reduce the unauthorised swimming, improve biodiversity and improve the area for angling. Taking into account access for model boating, angling and the visual aspect of any planting.	AWP

8.15 Bird Sanctuary

127. The table below sets out recommendations for the Bird Sanctuary.

Bird Sanctuary		
No	Recommendation	Link to the Management Framework
8.15.1	It is recommended that this pond remains as a sanctuary area and remain one of the best ecological areas on the Heath, although this also encompasses the land areas.	CMP
8.15.2	The creation of pools and scrapes to the east and west should continue. These will act as a sediment trap and filter bed for the pond itself.	CMP
8.15.3	In the short term the further sedimentation and increase in reedbed areas to the west will be encouraged.	CMP

8.16 Kenwood Ladies' Bathing Pond

128. The table below sets out recommendations for the Kenwood Ladies' Bathing Pond.

Kenwood Ladies' Bathing Pond		
No	Recommendation	Link to the Management Framework
8.16.1	Continue to work with the Lifeguards and the Kenwood Ladies' Pond Association to address privacy issues along the western bank.	AWP
8.16.2	Continue with the Capital Project for the bathing ponds and Lido to review the existing buildings and facilities as well as make access improvements.	CWP
8.16.3	The creation of pools, scrapes and weirs to the north of the pond as well as along the incoming streamline should continue. These will act as a sediment trap and filter bed for the pond itself.	AWP

8.17 Stock Pond

129. The table below sets out recommendations for Stock Pond.

Stock Pond		
No	Recommendation	Link to the Management Framework
8.17.1	To allow the reedbed to the north to expand further and manage the pond as a wildlife pond.	AWP

8.18 Leg of Mutton Pond

130. The table below sets out recommendations for Leg of Mutton Pond.

Leg of Mutton Pond		
No	Recommendation	Link to the Management Framework
8.18.1	To allow the expansion of the reedbed area to the east to further increase the ecological value of the pond.	AWP
8.18.2	It is recommended that the pond maintains its restricted public access.	AWP

8.19 Water Garden

131. The table below sets out recommendations for the Water Garden Pond.

Water Garden		
No	Recommendation	Link to the Management Framework
8.19.1	It is recommended that this pond is desilted as scheduled in 2020/21.	CWP
8.19.2	The population of Crucian carp present in the pond should be monitored and protected. Funding streams should be investigated which could provide opportunities for biodiversity improvements to the pond and its fish.	AWP

8.20 Swan

132. The table below sets out recommendations for the Swan Pond.

Swan Pond		
No	Recommendation	Link to the Management Framework
8.20.1	It is recommended that this pond is desilted as scheduled in 2020/21.	CWP
8.20.2	It has been recommended that biodiversity enhancements in the form of emergent wetland vegetation be incorporated into the proposed desilting scheme.	CWP

8.21 Heath Extension Ponds

133. The table below sets out recommendations for the Heath Extension Ponds.

Heath Extension Ponds		
No	Recommendation	Link to the Management Framework
8.21.1	It is recommended that the lower of the pond chain (Extension No.7) is a priority for desilting for the next cyclical desilting budget.	CWP

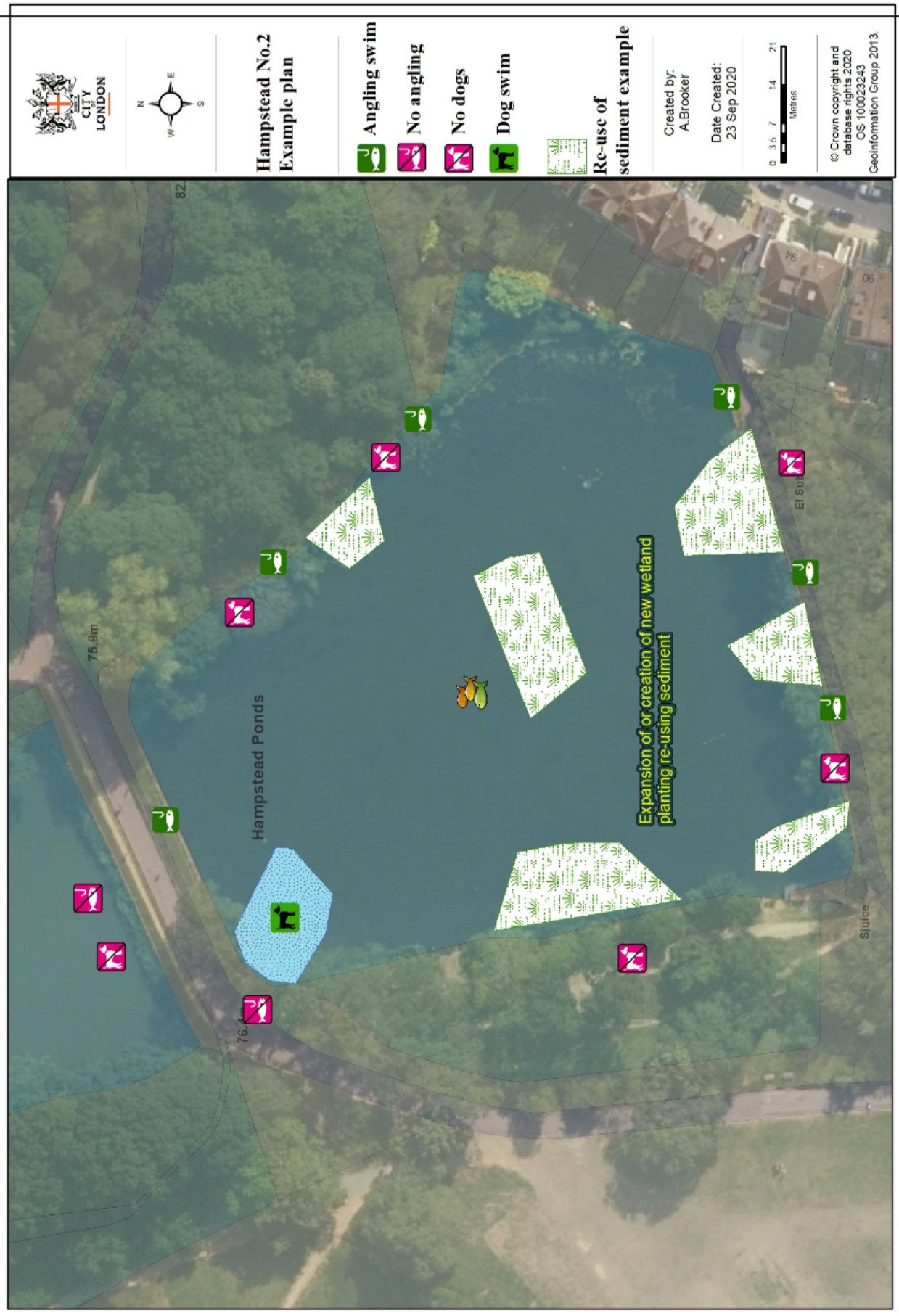
8.22 Sandy Heath

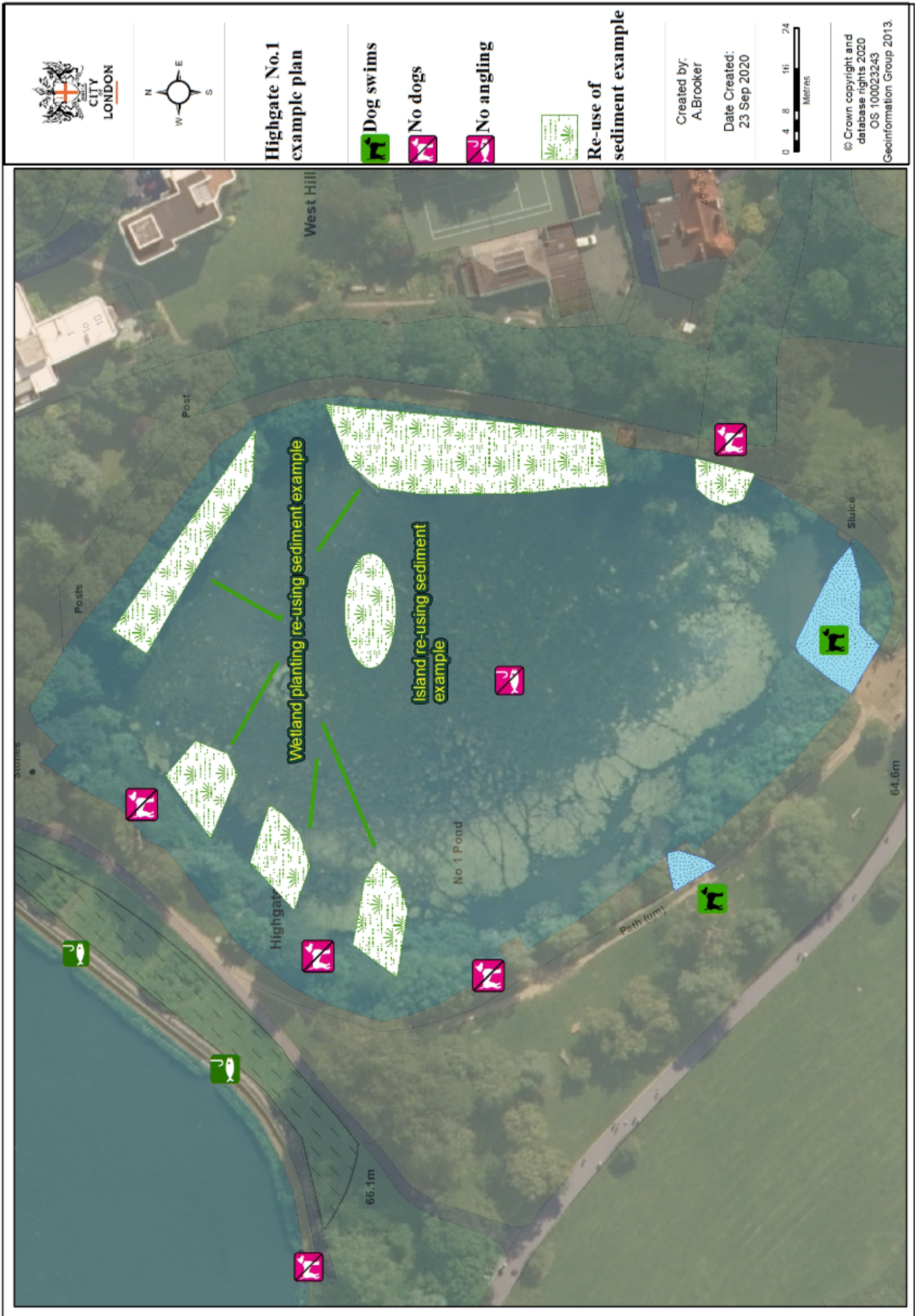
134. The table below sets out recommendations for Sandy Heath Ponds.

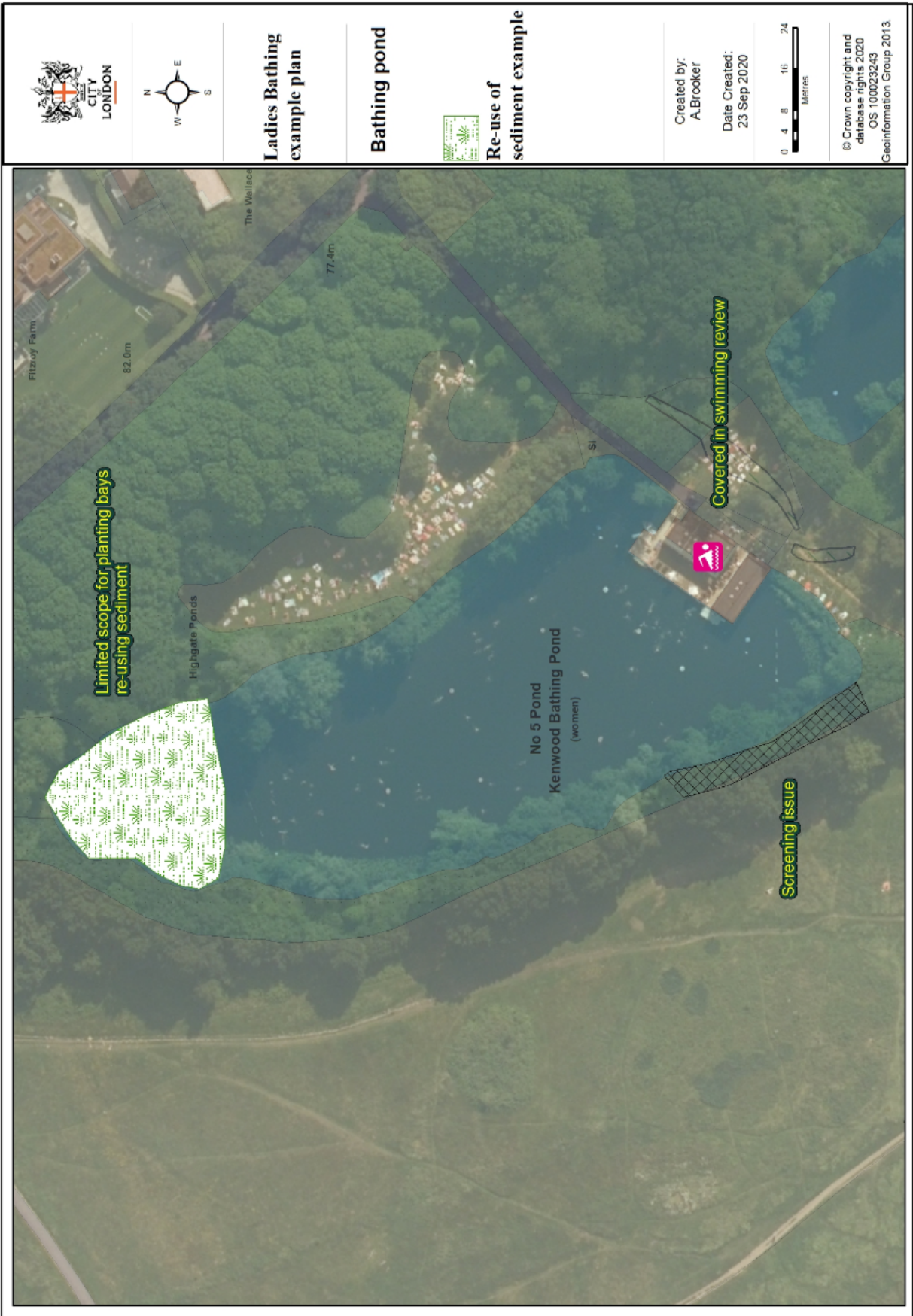
Sandy Heath		
No	Recommendation	Link to the Management Framework
8.22.1	It is recommended that a reduction in silt and selected vegetation is made in order to keep the ponds as ecological ponds with good conservation value, particularly in terms of their amphibian populations. The ponds have for the last 2 years begun to dry out completely during the summer period.	AWP

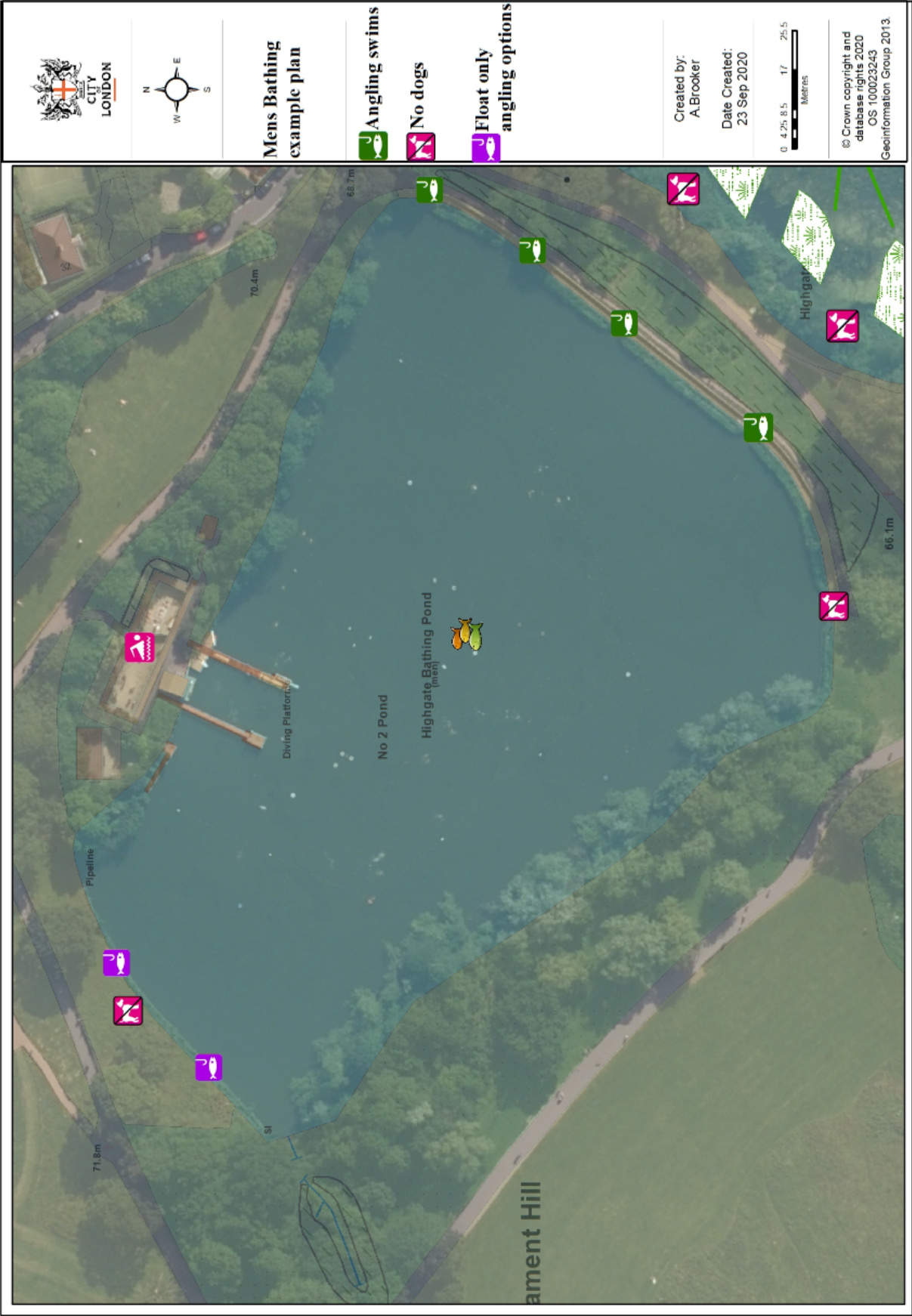
9. Appendices

Appendix 1: Individual ponds example plans (please see overleaf).



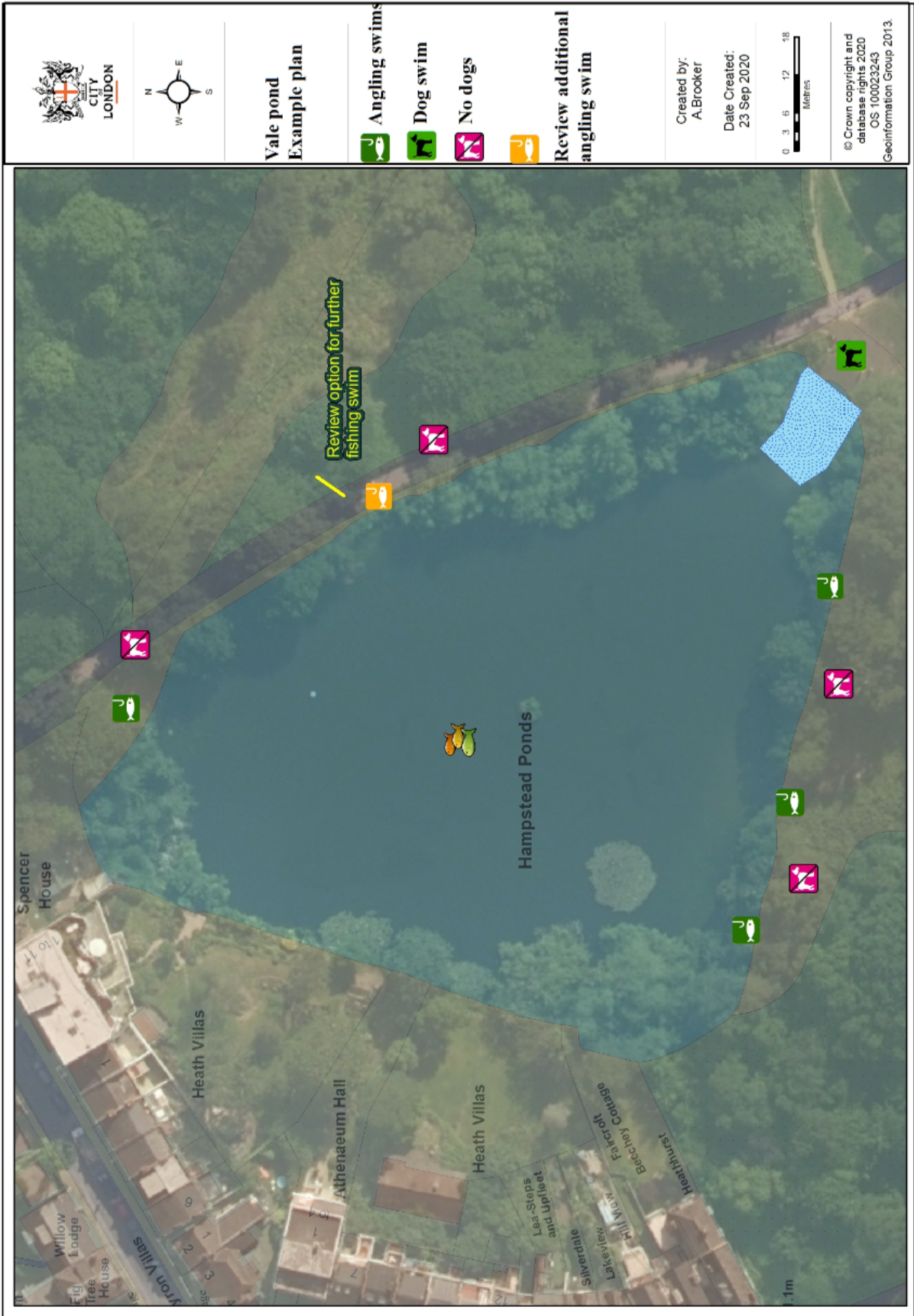


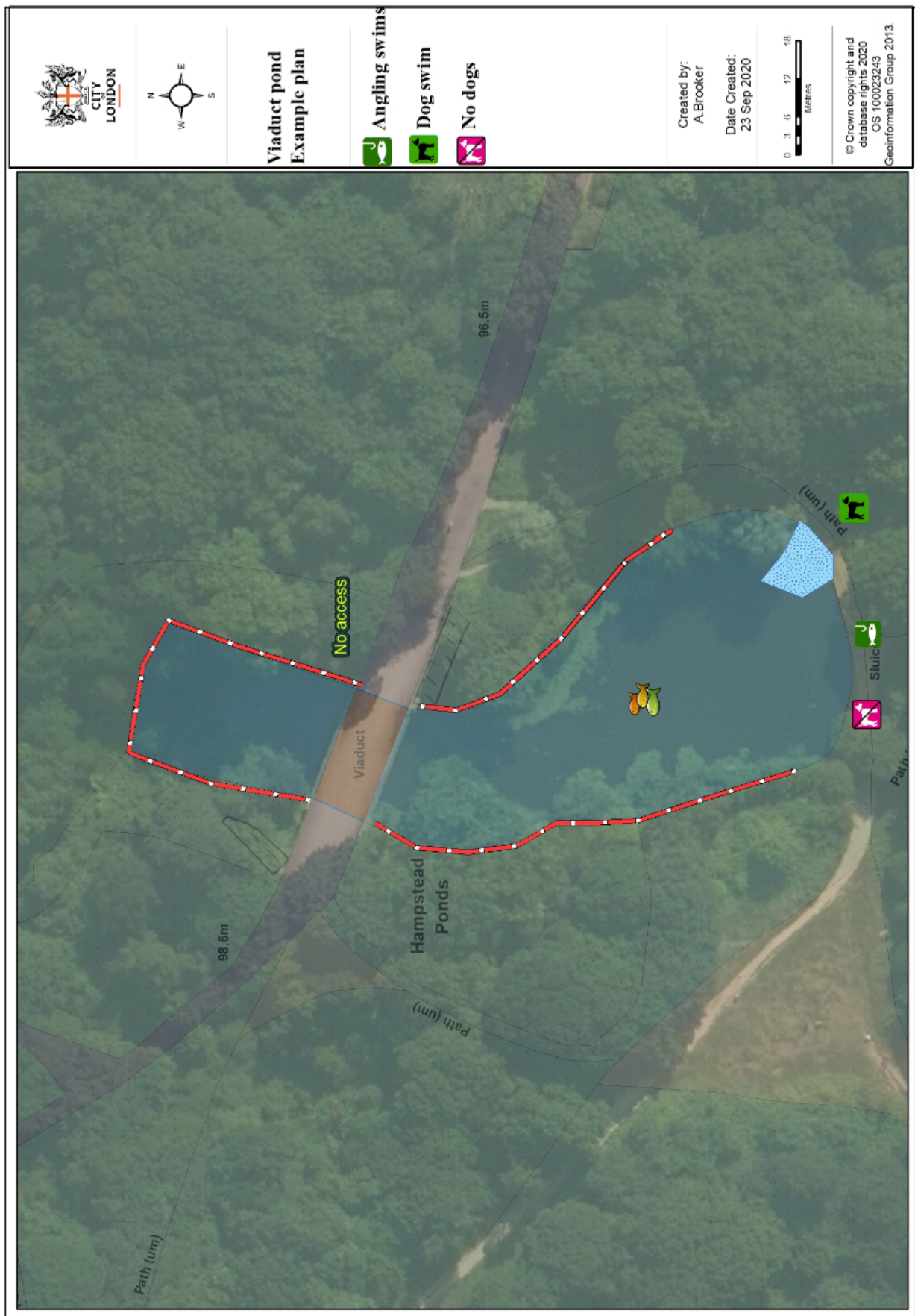












Appendix 2: Hampstead Heath ponds, pools and scrapes

The below table shows the breadth of ponds to be found on Hampstead Heath, the sizes of which are largely subjective and the type not exhaustive of other uses.

Pond	Size	Type
Hampstead No.1	Large	Wildlife
Hampstead No.2	Large	Wildlife/Angling
Hampstead Mixed Bathing Pond	Large	Wildlife/Bathing
Catchpit	Small	Wildlife/functional
Viaduct	Large	Wildlife/Angling
Vale	Large	Wildlife/Angling
Highgate No.1	Large	Wildlife
Highgate Men's Bathing Pond	Large	Wildlife/Angling/Bathing
Boating	Large	Wildlife/Angling/Model boats
Bird Sanctuary	Large	Wildlife
Kenwood Ladies' Bathing Pond	Large	Wildlife/Bathing
Stock	Large	Wildlife
Extension 1	Medium	Wildlife
Extension 2	Medium	Wildlife
Extension 3	Small	Wildlife
Extension 4	Medium	Wildlife
Extension 5	Small	Wildlife
Extension 6	Medium	Wildlife
Extension 7	Medium	Wildlife
Small Extension	Small	Wildlife
Sandy Heath No.1	Small	Wildlife
Sandy Heath No.2	Medium	Wildlife
Sandy Heath No.3	Small	Wildlife
Sandy Heath No.4	Medium	Wildlife
Cohens Field No.1	Small	Wildlife
Cohens Field No.2	Small	Wildlife
Athlone Gardens	Small	Wildlife/Ornamental
Tumulus Field	Small	Wildlife
Orchard pond	Small	Wildlife
Old Orchard Garden	Small	Wildlife + Education
Secret Garden	Small	Wildlife + Education
Education Centre	Small	Wildlife + Education
West Heath bog	Small	Wildlife
Swan Pond	Large	Wildlife
Lily	Medium	Wildlife/Landscape
Water Garden	Medium	Wildlife/Landscape
Leg of Mutton	Large	Wildlife

Hill Garden	Small	Wildlife/Landscape
Whitestone Pond	Medium	Wildlife/Landscape
English Heritage		
Concert	Large	Wildlife/Landscape
Thousand Pound	Large	Wildlife/Landscape
Other pools/emphemeral ponds		
Bog pools	Small	Wildlife
Kenwood Ladies' Bathing Pond North Marsh pools x 2-3	Small	Wildlife
Upper Bird Sanctuary	Small	Wildlife

Table 3: Hampstead Heath ponds, pools and scrapes

Committee	Dated:
Hampstead Heath, Highgate Wood and Queen's Park Committee	25/11/2020
Subject: Review of the 2020 Events Programme & Provisional Events planned for the 2021 Programme	Public
Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly?	2, 5, 10
Does this proposal require extra revenue and/or capital spending?	No
If so, how much?	
What is the source of Funding?	
Has this Funding Source been agreed with the Chamberlain's Department?	
Report of: Director of Open Spaces	For Decision
Report author: Paul Maskell	

Summary

The following report details the significant impacts COVID-19 has had on the 2020 Hampstead Heath Events Programme. The report sets out the events currently scheduled for 2021, taking account of possible further impacts which could arise as a result of COVID-19. Members feedback on the proposed 2021 Events Programme is sought.

Recommendation

It is recommended that Members:

- Agree the principle of the Showmen's Guild of Great Britain extending the traditional Easter Fair as set out in paragraph 23.
- Agree the principle of adding a second event after the Affordable Art Fair in April/May 2021.
- Agree the proposed 2021 Events Programme (appendix 1).

Main Report

Background

1. The Hampstead Heath Site Specific Events Policy (Part 2), which was approved in September 2018, sets out the framework for making decisions about events at Hampstead Heath, Highgate Wood and Queen's Park.

Current Position

2. Due to COVID-19 lockdowns and social distancing measures , only two events have taken place at Hampstead Heath during 2020. The South of England Cross-Country Championships (25 January 2020) and Zippos Circus (10-15 September 2020).
3. The Government announced on 2 November 2020 that a second National Lockdown would take place between 5 November - 2 December 2020.
4. Due to the on-going COVID-19 pandemic, the Officer Events Group (OEG) are taking a practical and informed approach in relation to considering event applications, being mindful that the current situation lacks certainty. Therefore, it is very difficult for event organisers to make applications within the usual timeframes, especially in relation to larger events, or those which involve mass participation.
5. The OEG wish to support smaller COVID Secure cultural and community events which may arise at short notice but which will be compliant with the Government Guidance, following the end of the second National Lockdown.

The 2020 Events Programme

6. The South of England Cross-Country Championships took place on 25 January 2020. The event was well attended with record numbers of participants in the youth event. The championships included the 125th staging of the Men's race and remains the only 15k championship in Great Britain. There were over 5,600 entries across the 10 events.
7. Zippos Circus (10-15 September 2020). In response to COVID-19 Zippos Circus ceased performances at the commencement of the Lockdown in March 2020. Since then performers and staff have remained in the country, staying at the Company Headquarters. Each Act has remained within a 'bubble' which means that should any individual in an Act show symptoms then that Act could be withdrawn from the Show, whilst not affecting other artists and Acts.
8. The Circus has worked closely with the Government and the Association of Circus Proprietors in order achieve an agreed set of control measures, which form the basis of their comprehensive Risk Assessment. Audience numbers were limited to 360 per performance. The number of performances per day were also reduced.
9. The Circus were originally due to undertake performances on the Heath between 20-25 October. However, in consultation with the Leisure and Events Manager, the performances were brought forward to 10-15 September 2020. The change in date was made to facilitate refurbishment works at the East Heath Car Park in autumn 2020. Unfortunately, in part due to the introduction of new Government Guidance on the rule of six, ticket sales were very low.

Postponed, rescheduled and cancelled Events

10. Race for Life have been coming to the Heath for over 20 years. It is currently unclear if the event, which was due to take place on 15 June 2020, will be able to take place during summer 2021. The event organiser has therefore asked for flexibility when considering the 2021 event date. In addition to a summer date,

the event organiser is also considering holding the event in the middle of August or early November 2021.

11. Affordable Art Fair (AAF), Hampstead was due to take place between 29 April - 5 May 2020. The event was tentatively rescheduled to 19 – 22 November 2020, however, in late August the event organisers cancelled the 2020 Fair due to continued uncertainty around COVID-19. The 2020 Fair would have been the 10th addition of the Affordable Art Fair at Hampstead Heath.
12. Highgate Harriers' 'Night of 10,000m PB's was cancelled in early April 2020. The event had been due to take place on 6 June 2020.
13. The summer 2020 music programme has been cancelled. 23 band performances had been scheduled to take place at Parliament Hill and Golders Hill Park during June-August 2020. The Leisure and Events Manager hopes to launch a new summer music programme in May 2021.
14. Give It A Go! Festival – Throughout 2019 and early 2020 the Leisure and Events Manager had been working with our community partners to plan and prepare for this year 2020 event. In early June, in collaboration with our partners the decision was taken to cancel the 2020 event, which had been due to take place on 5 July 2020. The Leisure and Events Manager will make tentative plans for a July 2021 event.
15. The 21st Hampstead Heath Duathlon, which was due to take place on 6 September, was cancelled in a joint decision between the Leisure and Events Manager and the Hampstead Rugby Club, who co-run the event. 65 teams had already signed up to take part, and despite considerations around introducing staggered start times and Social Distancing measures, it was decided to cancel the event and put plans in place for a 2021 return.
16. Run for your Life is one of our most popular fun runs on the Heath and is run in partnership with the Armoury, Jubilee Hall Trust. 466 runners took place in the 2019 event. The 2020, which was due to take place on 13 September, was cancelled in August. The Leisure and Events Manager is in talks with the event organisers in relation to a possible Spring 2021 return.
17. The London Youth Games is due to take place on 7 November 2020. The Leisure and Events Manager is currently in talks with the event organisers, around the difficulties in managing the mass start and the potential conflicts with other user groups and spectators. It is likely the event will be postponed to 2021.
18. A total of seven Weddings and Civil Ceremonies have taken place to date at Hampstead Heath during 2020.
19. The Christmas Day swim is a unique part of the Heath's history. The 40-yard race has become a Christmas tradition for many, since it first started three decades ago. Run by the Highgate Lifebuoys, swimmers are put in the festive spirit by a bugle rendition of 'Hark the Herald Angels Sing' before diving in for their race. Over the years the event has attracted large numbers and several ancillary races for men and women. We are currently in talks with the Lifebuoys with regards to this years event, which will be limited to only members of the Highgate Lifebuoys. Spectators will be allowed to view from the banks. The event will go ahead subject to Government Guidance and the Bathing Ponds being permitted to re-open following the second National Lockdown.

Proposed 2021 Events Programme

20. The English National Cross-Country Championships are due to take place on 6 March 2021. The events organising Committee are looking at new ways in which they might be able to stage these unique championships in March, but the conflict with spectators in an open space is a hurdle that they are finding difficult to overcome. The Leisure and Events Manager is in regular contact the organisers, but it is likely the event will be postponed until 2022.
21. The AAF is keen to go ahead with a 2021 Hampstead Art Fair, and have also applied to host a second event in 2021, following on from the Art Fair. It is proposed that the marquee will be in situ for an additional week to enable a second event in April/May.
22. The addition of a second event will reduce the overheads of the AAF and will result an increase to the licence fee paid to the City of London Corporation for hire of the event space. A second event would require only a week extension to the existing AAF Licence. The Superintendent is seeking Members agreement on the principle of adding a further event in April/May 2021.
23. Linked to the proposals for a secondary event managed by the AAF, the Leisure and Events Manager has discussed with the Showmen's Guild, proposals for a longer Easter fair, to replace the Whitsun fair. The Superintendent is seeking Members agreement on the principle of extending the Easter fair in 2021.
24. Highgate Harriers have made a 2021 application for the Night of the 10,000 PB's event to take place on 5 June 2021. The event, as agreed with British Athletics and European Athletics is based on hosting under the assumption of 'normal' non - COVID-19 restrictions. The event will be the Team GB Olympic trials and the European Cup, as was intended for the 2020 event. The event organisers will plan to implement necessary COVID-19 measures as required, but if restrictions persist as they currently are, then the event would potentially be cancelled again.

Corporate & Strategic Implications

25. The events programme contributes towards the achievement of the three aims set out in the City of London Corporate Plan 2018-23: Contribute to a flourishing society, Support a thriving economy and Shape outstanding environments, in particular the following Corporate Plan outcomes:
 - (2) People enjoy good health and wellbeing.
 - (5) Businesses are trusted and socially and environmentally responsible.
 - (10) We inspire enterprise, excellence, creativity and collaboration.
26. The Events Programme directly supports the Hampstead Heath Management Strategy 2018-2028 Strategic Outcomes A: The Heath is maintained as a flourishing green space and historic landscape, B: Improved quality of life for Heath visitors, C: The Heath is inclusive and welcoming to a diverse range of visitors and D: Greater number of and diversity of People taking care of the Heath.

Financial implications

27. The Events Policy details the framework for event cost recovery. The associated charges for holding events are set out in the annual Fees and Charges which is review and approved by Members on an annual basis.
28. As a direct result of the COVID-19 pandemic revenue from events has been severely curtailed, which has placed additional pressure on the Superintendents Local Risk Budget.

Resource implications

29. The Leisure and Events Manager will maintain regular contact the event organisers and is confident that if COVID-19 measures ease following the end of the second National Lockdown the Heath can return to hosting a wide range of events that promote sport, health and well-being, whilst contributing to achieving the Outcomes of the Hampstead Heath Management Strategy 2018-2028.

Conclusion

30. The proposed 2021 Events Programme will be subject to Government Guidance and Policy regarding the on-going COVID-19 pandemic.

Appendices

- Appendix 1 – Proposed 2021 Events Programme.

Contact

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Event	Event Date	Event Duration	Event opening hours	Set-up & Strike	Event Details	Event Scale
Showman's Guild Easter Fair	2-11 April 2021 (not open 6-7 April)	8 days	Funfair opens 12 noon-10pm (except Sundays)	5 set up days (28 March-1 April) 2 strike days (12-13 April)	Traditional Family Funfair at the Lower Fairground site. Approx. 15-20 funfair operators will be taking part.	Major
Affordable Art Fair	6-9 May 2021 (Private view 5 May 2021)	4 days	<p>Wednesday 5 May 17:30-21:30</p> <p>Thursday 6 May 11:00-21:00</p> <p>Friday 7 May 11:00-19:00</p> <p>Saturday 8 May 11:00-18:00</p> <p>Sunday 9 May 11:00-18:00</p>	<p>15 set up days (21 April – 5 May).</p> <p>6 strike days (10-15 May)</p>	<p>Art Fair at the Fairground site. Use of East Heath Car Park and Jack Straws Castle Car Park for visitor and exhibitor parking.</p> <p>The estimated number of participants over the course of the fair is 15,000 with 110 exhibiting galleries are anticipated.</p> <p>Structures: main tent 4250m2, cafe 650m2, entrance 400m2. These structures are built on a scaffold frame to provide a strong, flat base. Internally there are approx. 110 individual booths built from painted timber panels.</p> <p>The 2021 Hampstead AAF Charity Beneficiary is The British Red Cross.</p> <p>DJ on Wednesday and Thursday evening, recorded music during fair, possible live acoustic on Wednesday evening – all within the tent structures.</p> <p>An application from the AAF for a second event utilising the Art Fair infrastructure is anticipated.</p>	Major

Highgate Harriers Night of 10,000m PB's	5 June 2021	1 day	12noon-10.30pm	<p>1 set up day (4 June)</p> <p>1 strike day (6 June)</p>	<p>460 participants (including 100 children) are expected. 5,000 spectators are anticipated.</p> <p>The event comprises nine 10,000m events with a circus atmosphere and spectators viewing from track. The championship races include the European Cup with 28 nations bringing their best athletes to compete for the iconic cup.</p> <p>The Championships races also include the British Championships and in 2021 will be the Team GB trials for the Tokyo Olympic Games.</p> <p>A DJ will be on the back straight of the track with speakers facing away from residential area and we also use a 4-piece acoustic band on the home straight of the track.</p> <p>Portable Toilets will be hired for spectator use.</p> <p>The 2021 event will use the same layout as 2019, with temporary structures consisting of three 30m x 9m marquees (two on the track and one on the grass just beyond the Banjo area), finish line gantry and we will once again use the temporary pedestrian bridge.</p> <p>First aid and waste collection arrangements are in place.</p>	Major
Race for Life	12 June 2021	1 day		<p>Set up and Strike will take place on the day of the event.</p>	<p>Charity Fun Run in aid of Cancer Research.</p> <p>Estimated 1,500 participant (1,200 adults, 300 children).</p> <p>The event organiser will provide portable toilets and hand sanitiser stations and will undertake cleaning of the toilets throughout the event. The portable toilets will be removed after the event.</p>	Medium

Committee(s): Hampstead Heath, Highgate Wood & Queen's Park Committee	Date(s): 25/11/2020
Subject: 2020 Summer Swimming Season	Public
Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly?	2, 4, 5, 11 & 12
Does this proposal require extra revenue and/or capital spending?	No
If so, how much?	
What is the source of Funding?	
Has this Funding Source been agreed with the Chamberlain's Department?	
Report of: Open Spaces Department	For Information
Report author: Superintendent of Hampstead Heath	

Summary

This report sets out a review of participation, income and expenditure across the Bathing Ponds and Lido for the 2020 summer season.

The report also provides an update on the current Winter Swimming Season arrangements and the outcomes of the March 2020 Swimming Review.

Recommendation

Members are asked to:

- Acknowledge the impact of COVID-19 on the provision of swimming and note the progress implementing the outcomes of the Swimming Review 2020.

Main Report

Background

1. Following Government Guidance, online booking and timed swimming sessions at the Bathing Ponds and Lido were introduced on a temporary basis for the 2020 Summer Swimming Season. Parallel phone booking arrangements were also put in place. The Summer Swimming Season ended on 20 September 2020.

Current Position

2. The Winter Swimming Season commenced on 21 September 2020. Following the latest Government Guidance received on 2 November, the Bathing Ponds and Lido closed from 5 November 2020 as part of the second National Lockdown. The licence for the Winter Swimming Club has also been suspended.

3. The Chair of this Committee wrote to the Secretary of State on 2 November, asking the Government to consider keeping outdoor sports open during the second national lockdown, with strict social distancing and other COVID-secure measures in place.

2020 Summer Swimming Season Review

Participation

4. The table 1 sets out the level of participation between 18 July 2020 and the 20 September 2020.

Location	Tickets Sold*	Adults	Concession	Children	Carer**
Kenwood Ladies' Bathing Ponds	29,452	19,774	9,537	-	141
Highgate Men's Bathing Ponds	27,209	17,954	9,238	-	17
Hampstead Mixed Bathing Ponds	20,000	13,975	6,021	-	4
Lido - Lane Swimming	31,735	23,402	8,314	-	19
Lido - Family	16,380	7,002	1,509	7,821	48
Total	124,776***	82,107	34,619	7,821	229

Table 1 – Swimming participation (18 July – 20 September 2020).

* not including any tickets eventually refunded/cancelled.

**Carers have free access.

*** in 2018/19 it is estimated that there were over 655,000 swims at the Bathing Ponds.

5. Across all the sessions the average no show rate was 21.7%. These are defined as being tickets which swimmers neither cancelled nor used.
6. A number of swimmers chose to book their session by using the telephone booking line. The number of session tickets booked for each facility is shown in table 2, below.

Location	Number of session tickets booked via the telephone service
Kenwood Ladies' Bathing Ponds	604
Highgate Men's Bathing Ponds	139
Hampstead Mixed Bathing Ponds	87
Lido - Lane Swimming	89
Lido - Family	275
Total	1,194

Table 2 – Session tickets booked via telephone

Income and Expenditure (6 month review)

7. Table 3 sets out the income and expenditure at the Bathing Ponds and Lido for the period of April - September 2020.

Bathing Ponds and Lido	£
Employee Costs	£603,000
Operational Expenditure	£239,000
Total Expenditure	£842,000
Income (Online booking fees and VAT have been deducted)	£232,000
Funding allocated from the Heath Local Risk Budget	£610,000

Table 3 - Income and expenditure at the Bathing Ponds and Lido for the period of April - September 2020

Survey Results

8. An online summer swimming survey was released on 1 September to seek swimmers' feedback on their experiences over the summer, taking account of the adaptations that were necessary to comply with Government Guidance and to maintain social distancing. The survey was publicised in an e-newsletter and sent to nearly 11,000 people who had used the Eventbrite booking system and using the Heath's social media feeds – Twitter and Facebook. The survey closed on Friday 11 September and received 1,108 responses.
9. The natural surroundings of the Bathing Ponds (79%), the benefits to physical health (84%) and the benefits to mental health (93%) as a result of swimming outdoors all came through as common reasons people swim at Hampstead Heath. There were a mixture of feelings about the COVID-19 secure measures, including the advance booking system. Over 80 per cent of survey respondents gave the COVID-19 safety measures a score of between seven and 10, with 10 ranked as 'excellent', while almost 60 per cent rated the online booking system between seven and 10. Some Swimmers commented that the measures were too restrictive and removed the spontaneity of being able to swim without an advance plan. Many responders commented that online booking resulted in a calmer atmosphere, in comparison to a busy summers day at the Bathing Ponds and Lido and felt it was a safe environment to swim in during the pandemic.
10. The results of the Survey are attached at appendix 1.

Operational Issues

11. No issues arose from queue management, or swimmers not complying with Social Distancing measures. The capacities at the Bathing Ponds were increased gradually as the Lifeguards and Stewards gained more experience with the new operational arrangements.
12. In order to prevent unauthorised access and damage at the Bathing Ponds in the evenings, contract Security Guards undertook overnight patrols.
13. Additional signage and patrols were implemented to provide advice to people swimming in the other Heath Ponds.
14. A small number of swimming sessions were affected by extreme weather.

15. On Thursday 17 September 2020 a surcharge of the Thames Water Sewer required the immediate closure of the Kenwood Ladies' Bathing Pond. Following this incident daily water quality testing was implemented until 23 October 2020. Weekly testing is currently being undertaken.

2020/21 Winter Swimming Season

16. The Kenwood Ladies' Bathing Pond reopened for the Winter Season on Saturday 26 September, following the sewer surcharge event on 17 September 2020.
17. A further closure of the Kenwood Ladies' Bathing Pond was necessary from Sunday 6 October – 12 October 2020 owing to a deterioration in water quality. This is most likely linked to torrential rain which occurred on 2 October 2020.

Season Tickets

18. In line with the outcomes from the Swimming Review the season tickets were reactivated to coincide with the start of the Winter Swimming Season on 21 September 2020. However, due to the current National Lockdown, season tickets were frozen again from 5 November – 2 December 2020. Season ticket holders have been notified and will receive an extension to their season ticket to cover the closure.
19. Season tickets are now issued in the form of a plastic wristband, with each wristband having a unique number encoded into it, which links to an individual's account. The wristband only records the date and time at which it is tapped against the device at the entrances to the Bathing Ponds and Parliament Hill Fields Lido.
20. Table 4 sets out the number of Season Tickets issued in 2020. A total of 2,139 Season Tickets have been issued up to November 2020.

Season Ticket Type	12 Month	6 Month	1 Month	Total
All Facilities - Adult	233	30	0	263
All Facilities - Concession	75	4	0	79
All Facilities - Free Early Morning Swim for U6's & 60+	-	302	-	302
Lido - Adult	151	33	13	197
Lido - Concession	50	7	10	67
Bathing Ponds - Adult	619	269	-	888
Bathing Ponds - Concession	248	95	-	343

Table 4 – Season Tickets issued in 2020.

21. The City Corporation is working with LoyLap as a Service Partner to manage the Wristband Season Ticket Holder accounts. LoyLap do not share personal or contact information with 3rd parties and expressly do not use personal information for marketing purposes.
22. Season ticket holders receive an email from LoyLap inviting them to create an account and set a password. This is optional and if swimmers choose not to set

up their account, they will still be able to use their wristband Season Ticket to swim. If a swimmer chooses to set up an account, they will soon be able to:

- Manage, link and remove a wristband season ticket through the Heath App (available on iOS and Android devices).
- Renew season tickets.
- Get weather warnings and announcements for the Bathing Ponds and Lido.

23. In addition to the wristband season tickets, day tickets can now be purchased at the Bathing Ponds and the Lido using contactless payment. A cash payment option has also been maintained.

Corporate & Strategic Implications

24. The provision of swimming contributes towards the achievement of the three aims set out in the City of London Corporate Plan 2018-23: Contribute to a flourishing society, Support a thriving economy and Shape outstanding environments, in particular the following Corporate Plan outcomes:
- (2) People enjoy good health and wellbeing.
 - (4) Communities are cohesive and have the facilities they need.
 - (5) Businesses are trusted and socially and environmentally responsible.
 - (11) We have clean air, land and water and a thriving and sustainable natural environment.
 - (12) Our spaces are secure, resilient and well maintained.
25. The provision of swimming also meets the three objectives and outcomes set out in the Open Spaces Business Plan 2020-21 (a) Open spaces and historic sites are thriving and accessible, (b) Spaces enrich people's lives and (c) Business practices are responsible and sustainable.
26. The provision of swimming supports the Hampstead Heath Management Strategy 2018-2028 Strategic Outcomes A: The Heath is maintained as a flourishing green space and historic landscape, B: Improved quality of life for Heath visitors, C: The Heath is inclusive and welcoming to a diverse range of visitors and D: Greater number of and diversity of People taking care of the Heath.

Financial Implications

27. The Superintendent will undertake further work to analyse the expenditure and income figures to determine the contribution from the Heath Local Risk Budget required for the Bathing Ponds and Lido.

Resource Implications

28. Due to the second National Lockdown Casual Lifeguards and Stewards are being Furloughed. The permanent Lifeguards are being redeployed to support the wider Heath Team and will also be maintaining a security presence at the Bathing Ponds and Lido.

Equalities Implications

29. An initial screening exercise of the equality impact for the Winter Swimming Season arrangements has been completed. At this stage, it is considered that there are no negative impacts on the protected characteristics.

Conclusion

30. In line with the outcomes of the Swimming Review wristbands Season Ticket have been introduced along with Contactless Payment arrangements.
31. The 2020 Summer Season and the 2020/21 Winter Season have both been heavily impacted by the on-going COVID pandemic. The Team are working hard to ensure that the Bathing Ponds and Lido are ready to re-open, should this be permitted following the conclusion of the second National Lockdown in early December 2020.
32. The Superintendent will undertake a full review of the 2020/21 Swimming Season during summer 2021.

Appendices

- Appendix 1 – Survey results

Bob Warnock

Superintendent, Hampstead Heath.

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E: bob.warnock@cityoflondon.gov.uk



Hampstead Heath

Registered Charity

Hampstead Heath Swimming Questionnaire Results



The summer swimming survey was released on 1 September to seek swimmers' feedback on their experiences over the summer, taking account of the adaptations that were necessary to comply with Government Guidance and to maintain social distancing. The survey closed on Friday 11 September and this report summarises all 1108 responses.

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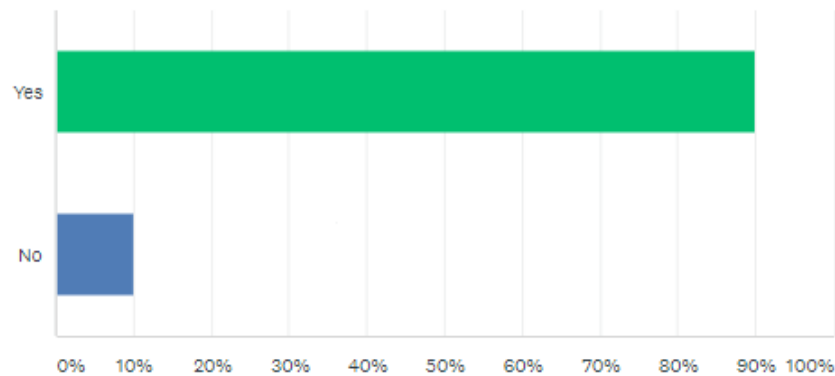
Q16. What is your ethnic group? 19

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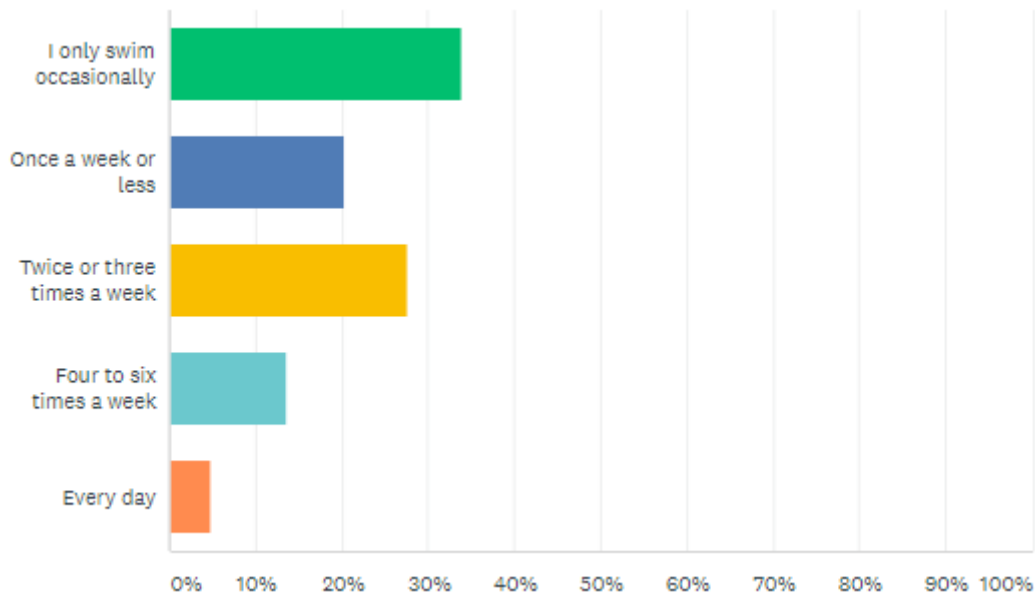
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Q1. Have you swum at the Heath's Bathing Ponds or the Parliament Hill Fields Lido prior to this summer?



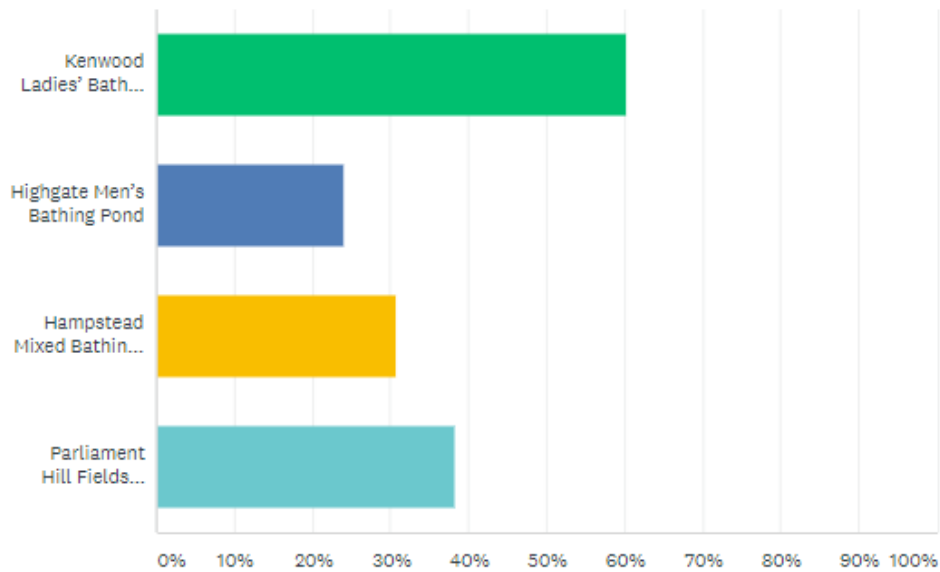
ANSWER CHOICES	RESPONSES	
▼ Yes	89.95%	994
▼ No	10.05%	111
TOTAL		1,105

Q2. Outside of COVID-19 restrictions, how many times did you swim on the Heath?



ANSWER CHOICES	RESPONSES	
▼ I only swim occasionally	33.82%	370
▼ Once a week or less	20.20%	221
▼ Twice or three times a week	27.51%	301
▼ Four to six times a week	13.62%	149
▼ Every day	4.84%	53
TOTAL		1,094

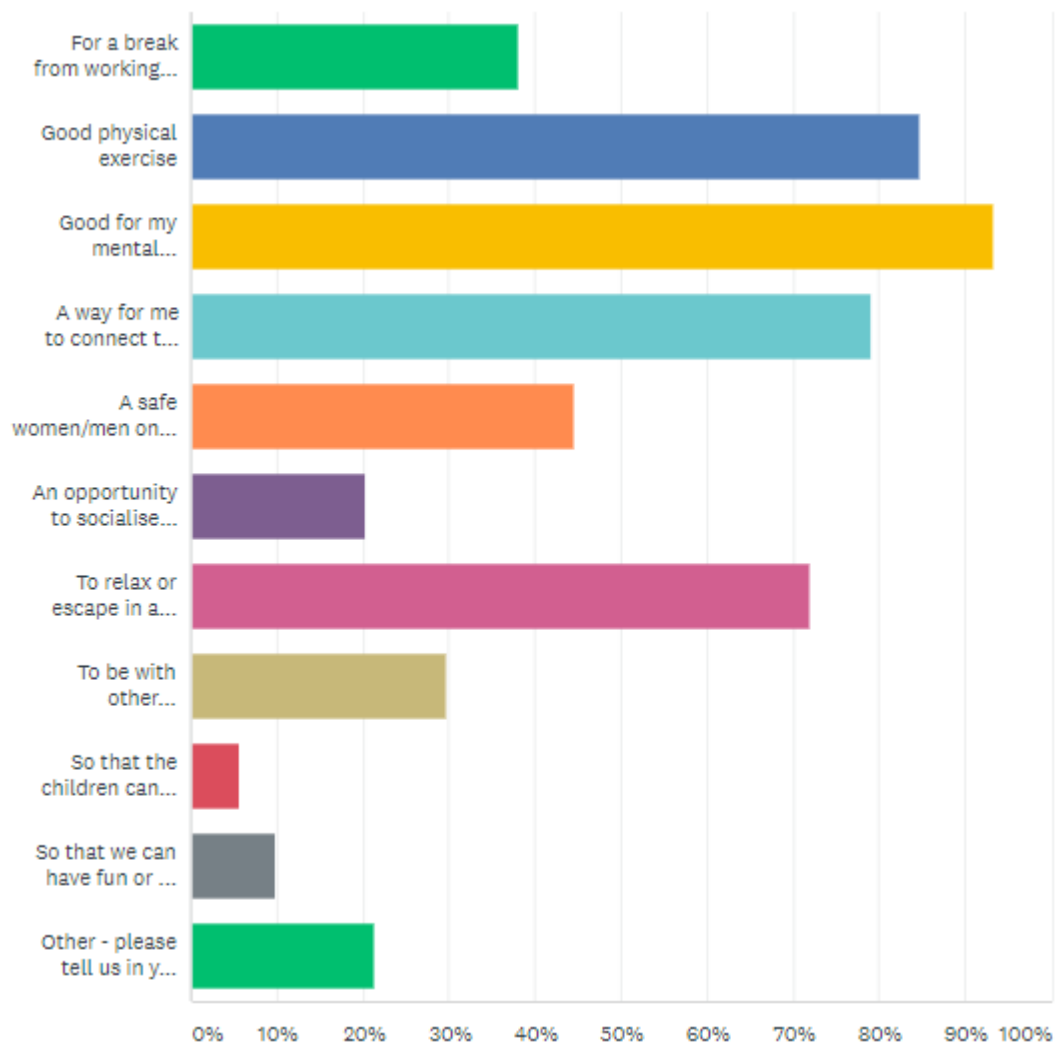
Q3. Which swimming facilities do you use?



ANSWER CHOICES	RESPONSES	
▼ Kenwood Ladies' Bathing Pond	60.33%	666
▼ Highgate Men's Bathing Pond	24.00%	265
▼ Hampstead Mixed Bathing Pond	30.80%	340
▼ Parliament Hill Fields Lido	38.22%	422
Total Respondents: 1,104		

Respondents were asked to tick all boxes which applied to them

Q4. We have listed some reasons below why people might swim outdoors at the Ponds or Lido. Please tell us which apply to you.



ANSWER CHOICES	RESPONSES	
▼ For a break from working from home	38.03%	421
▼ Good physical exercise	84.82%	939
▼ Good for my mental wellbeing	93.41%	1,034
▼ A way for me to connect to nature	79.13%	876
▼ A safe women/men only space to relax in	44.53%	493
▼ An opportunity to socialise in a safe way	20.23%	224
▼ To relax or escape in a pleasant atmosphere	72.00%	797
▼ To be with other like-minded people	29.81%	330
▼ So that the children can have fun, be entertained or kept occupied	5.60%	62
▼ So that we can have fun or be entertained	9.76%	108
▼ Other - please tell us in your own words the reasons you swim outdoors	Responses 21.41%	237
Total Respondents: 1,107		

Word map of 'Other' answers

important experience feel good beautiful places London heat
 swimming Ladies pond away work help improves winter
 natural space peace s well benefits back unique see day
 escape much reasons enjoy came place offers
 swim ponds physical health pool year round
 cold water city go community love chronic lido
 especially ponds facility swimming life water
 always nature started good safe space men pond
 free keep feel exercise women cool London trees
 mental health weather natural challenge
 women s pond hot cold chlorine special find way outside
 swim outdoors even calm summer Also able indoor pool
 wonderful Ladies pond people used body



Q5. What's your favourite thing about the Ponds or Lido?

Below are a selection of answers from respondents from various age, gender and ethnic groups who agreed to their responses being shared:

"A way to escape city life, and let your thoughts drift away! Growing up in and around the sea it's a real lifeline for me in the city, so much so being near the Heath, Lido and Ponds was a top priority when looking for a new property in the area!"

"The peace, tranquility and nature around the [Ladies'] pond. The Lido has a great sense of community and history. It's a privilege to have it so nearby."

"Just being in the open air, and able to appreciate nature while swimming in a more natural environment than an indoor pool"

"[...] in particular, swimming there is good for my health as I have MS and swimming, particularly in cold water, helps me to deal with this condition both physically as well as mentally."

"Having a swim before work and on my days off really relaxes me and has a huge positive impact on my mental health"

"The peace, the feeling of being properly 'outdoors' and away from London; the cold water, the kind atmosphere!"

"I love the women's only space. And the secludedness and privacy of the Ladies' Pond. The ducks and the trees and lying on my back looking at the sky. It's a magical, relaxing and restorative experience to visit and I always feel extraordinarily lucky to be able to swim in such a place. Thank you, City of London, for enriching the lives of so many north Londoners."

"The tranquillity, connection with nature. The timed entry made this possible once again on sunny days - much appreciated"

"I like how secluded it is and the fact it is women only (including trans women, and this inclusiveness is very important to me). I also like how friendly the environment is. Also just the experience of swimming in a non-laned pool which is hard to find in London."

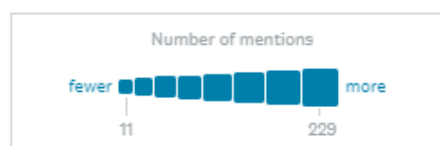
"The community of people and the shiny bottom of the Lido. And that it's open all year, even through the winter. Oh, and the amazing new sauna at the Lido."

"Being in cold water really helps to manage stress. I love the Lido lining, which makes the feel and colour of the water so nice. My kids swim from May to September at the Lido and they love having such a big space to swim in."

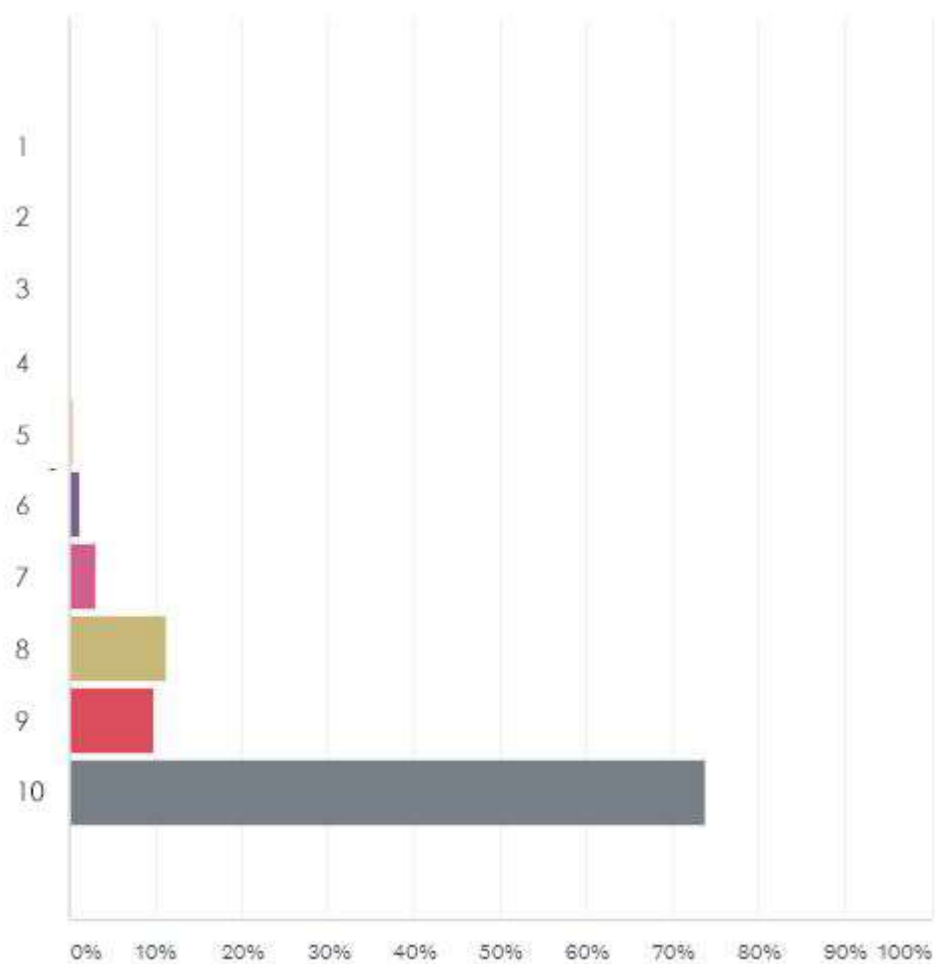
"As someone who grew up in the inner city, the option to try outdoor and winter swimming without needing to rely on support of a parent or income was an invaluable opportunity and improved and changed my life. The ponds have been a rock in my life, helping me through the tough times and have given me so much confidence.[...]"

Word map

quiet well access facility lovely need close nature wildlife cold
 relaxed atmosphere Swimming outside able beautiful peace quiet
 mental health s pond enjoy women space great day open air
 much experience love swimming pool city
 natural environment made community pond feels
 people summer outdoors exercise London amazing s
 accessible relaxed friendly atmosphere environment
 water natural surroundings ladies pond setting lido
 beauty nature able swim swimming time ponds
 fact feeling tranquility space surroundings love
 connection nature place freedom cold water now
 women safe space peace clean safe Covid free long
 natural life used fresh air open staff
 Swimming outdoors sanctuary peaceful natural setting go
 friendly atmosphere also escape outside ducks connect nature really
 calm sense Swimming natural heath good around unique one way
 special

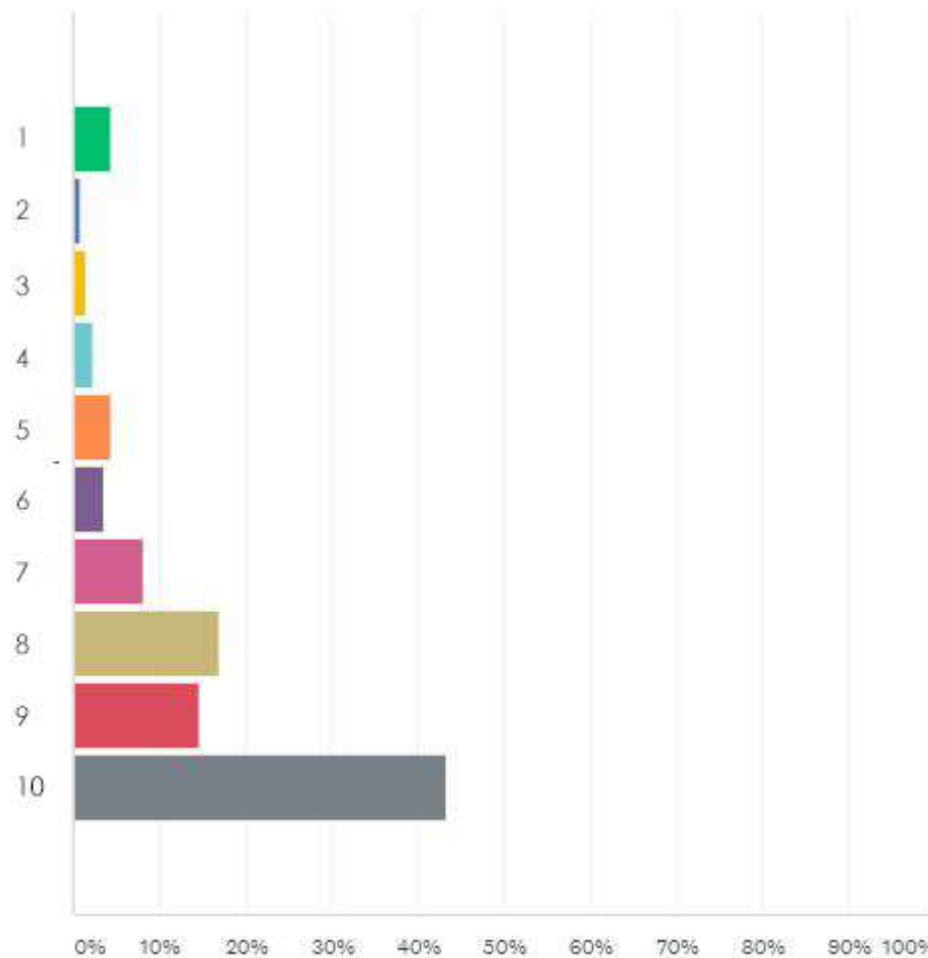


Q6. On a scale of 1 to 10, where 10 is very much and 1 is not at all, how much do the Ponds and Lido benefit your physical and mental health?



NOT AT ALL	2	3	4	5	6	7	8	9	VERY MUCH	TOTAL	WEIGHTED AVERAGE
0.18%	0.00%	0.00%	0.00%	0.45%	1.27%	3.08%	11.32%	9.87%	73.82%	1,104	9.49
2	0	0	0	5	14	34	125	109	815		

Q7. And thinking about your visit overall, on a scale of 1 to 10, where 10 is Excellent and 1 is Very Poor, how would you rate the Coronavirus safety measures that we had in place around the Ponds and Lido?



VERY POOR ▾	2	3	4	5	6	7	8	9	EXCELLENT ▾	TOTAL ▾	WEIGHTED AVERAGE ▾
4.30% 47	0.92% 10	1.56% 17	2.20% 24	4.49% 49	3.57% 39	8.15% 89	16.85% 184	14.74% 161	43.22% 472	1,092	8.20

Q8. In your own words, please tell us your experience of swimming on the Heath this summer during the COVID-19 restrictions?

Below are a selection of answers from respondents from various age, gender and ethnic groups who agreed to their responses being shared:

"Impressed by the hard work to reopen as soon as possible and as safely as possible and trying to accommodate all fairly. Well done and thank you."

"Everything has been clearly communicated and the ticketing system has been effective."

"The lockdown was handled in a very professional manner. The facilities were clean and in excellent shape. Lack of partition wall benefited the overall appreciation of the ponds."

"Better organised, less crowded and more enjoyable having pre-paid slots than before the COVID-19 era."

"A brilliant reprieve from everything else going on."

"It has been fantastic to have the Ponds and Lido open again. Given all the worry and restrictions caused by the pandemic, swimming on the Heath has been an oasis of pleasure."

"Very good overall experience as the measures to ensure the swimmers safety is evident. The Eventbrite app was a good addition to help facilitate booking and track n trace."

"A blessing and also somewhat frustrating. I appreciate the great lengths you went to to facilitate reopening the ponds, but the requirement to preplan visits a week ahead seemed exclusionary and counter to the open nature of the ponds."

"Well-organised without being too regimented. No feeling of being rushed. Altogether delightful."

"The Lifeguards are all excellent, and the site is managed very well. I have felt safe and comfortable during the COVID restrictions. I actually prefer it this way. I like the booking system. This is something that could remain it ensures that there is always a comfortable space to swim in. I'm sure it could accommodate season ticket holders - which I have been previously."

"It has been my sanctuary. I felt very safe swimming and very much appreciate the efforts of staff to keep it going."

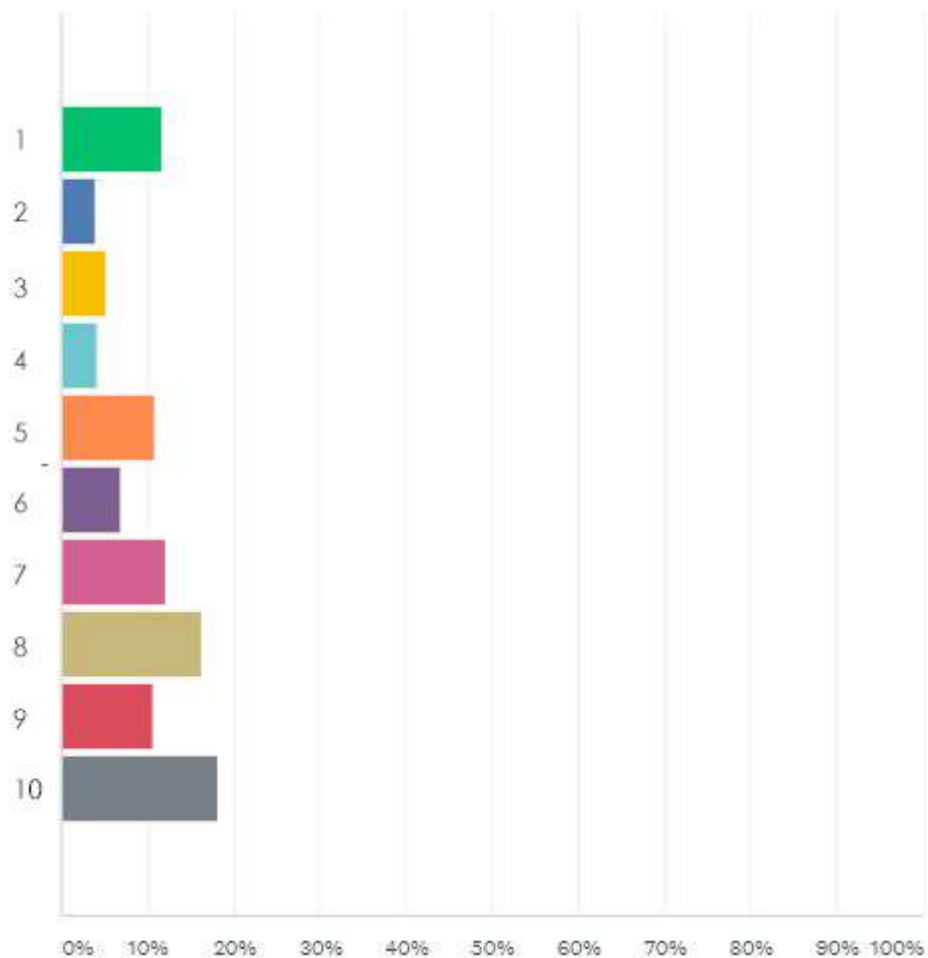
"I barely used the ponds over the Summer - initially the difficulties using the system and getting a slot made it impossible, and I gave up as I did not want to be constantly disappointed. I had a swim in September which was fine, and I appreciated the relatively low-key and relaxed atmosphere which staff had created."

Word map

Covid things safe disappointed place due relaxed take used now
 frustrating facilities swimmers book slot open managed difficult
 understand staff able However especially lifeguards season ticket
 day restricted found bit really pleasant keep allowed feel
 lovely lido water slot though think even experience
 meant booked changed go know time way ponds
 space swim given good fine booking system long
 people expensive made will great visit also atmosphere
 felt enjoyed summer well one turn much easy
 well organised nice able swim queue S seemed
 ladies pond wonderful pay crowded felt safe social distancing loved
 Excellent needed shame tickets pool always hour swimming ponds
 limited restrictions Thank session new week advance work



Q9 Due to COVID-19 restrictions an online booking system was necessary to allow safe access the Ponds/Lido. On a scale of 1 to 10, where 10 is Excellent and 1 is Very Poor, how would you rate this booking system?



VERY POOR ▾	2	3	4	5	6	7	8	9	EXCELLENT ▾	TOTAL ▾	WEIGHTED AVERAGE ▾
11.65% 128	3.91% 43	5.28% 58	4.28% 47	10.83% 119	6.92% 76	12.10% 133	16.29% 179	10.65% 117	18.11% 199	1099	6.40

Q10. If you have any specific feedback on the booking system, please tell us here

Below are a selection of answers from respondents from various age, gender and ethnic groups who agreed to their responses being shared:

"Actually easy to use and good at making me commit to the exercise."

"Although I book online, I was delighted to see a phone booking could be made as this makes the Lido accessible to all."

"The booking system has been well organised but I hate having to book in advance (+ it is often not convenient) and really miss being able to turn up without booking."

"So difficult to book family swim sessions. Frustrating to book in advance and not be able to cancel or transfer. I was ill and had to miss two sessions which was a shame if someone else could have used them."

"Outside of very hot weather, I'd prefer a more relaxed system- and season tickets for regular swimmers"

"I think you did a great job. It was easy to use with the option to phone for those not able to manage the online system."

"I think the booking system is great and it should stay in place. There is just a nice comfortable amount of people swimming at any one time[...]"

"Having to book a week in advance is off putting. As a free spirit I prefer to swim as the mood takes me. If I book in advance I have to worry about the weather or I might not feel up to swimming on that particular day."

"The additional support via email has been good. Staff are very friendly online and a credit to the institution."

"Overall it was good. And thank you for having it ready, it was online very quickly after reopening. Well done."

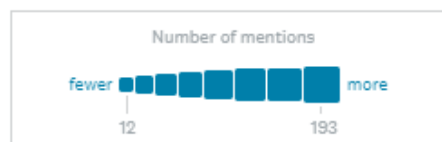
It was so difficult to book slots and I'm a digital-savvy millennial. I wonder how many long time pond swimmers were excluded."

"It was much better than just turning up - it was brilliant to know you had a slot and guaranteed a swim instead of just turning up and queueing."

"I like having a specific slot because it means the Lido was never full or stressful, and I was able to access it even during hot summer days."

Word map

issue advance free never turn option pay unable place look first early see clear
fine trying cancel hour way though easy use especially always
much better need keep know every time s show think online also
poor one now go rather tickets given ponds book slot
booking system lido people many time often
swim worked well book lot slots sometimes good
able day space system means use will Eventbrite
refund make app sessions sold easy hard find nice
difficult many people great able book take charging work annoying
frustrating said much problem seems necessary available start
really week advance None bit friend quickly even N allow understand access
book week advance

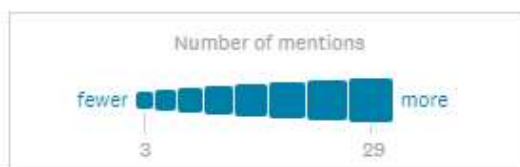


Q11. How do you find out/stay up to date on swimming on Hampstead Heath?

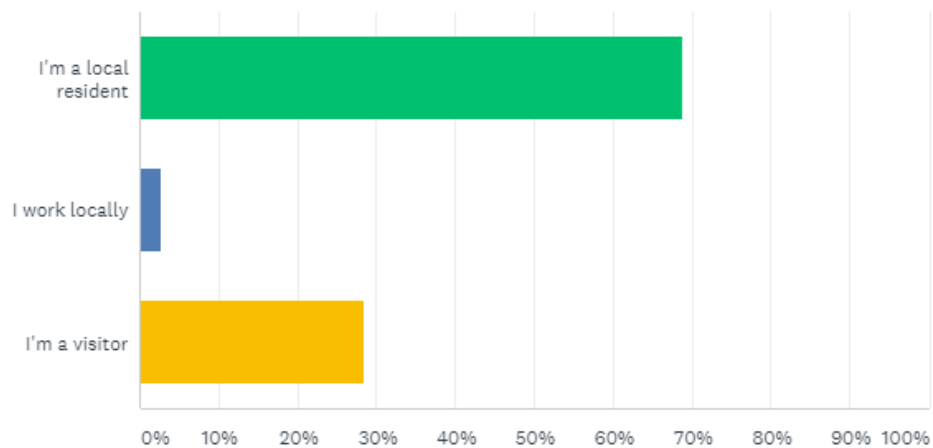
ANSWER CHOICES	RESPONSES
Word of mouth	42.91% 472
City of London staff	5.82% 64
National newspaper or magazine article / feature	2.36% 26
Local newspaper or article / feature	6.55% 72
TV programme / TV news item or feature	0.73% 8
Radio programme / radio news feature	0.55% 6
Signage / banners outside the site itself	7.91% 87
City of London/Hampstead Heath website	37.64% 414
Hampstead Heath's social media pages e.g. Facebook, Instagram, Twitter	39.18% 431
Friends / relatives social media posts e.g. comments, pictures	14.18% 156
Review websites e.g. TripAdvisor	0.36% 4
Email / e-newsletter from us	19.82% 218
Swimming Associations	22.36% 246
Internet	21.55% 237
Other (please specify) Responses	12.18% 134
Total Respondents: 1,100	

Word map of 'Other' answers

Lido heath user group Eventbrite Facebook group save ponds
 Facebook knew PHLUG page twitter website
 KLPA social media emails years ponds group
 swimming Pond association Facebook page Hampstead Heath
 newsletters book Kenwood Ladies Pond

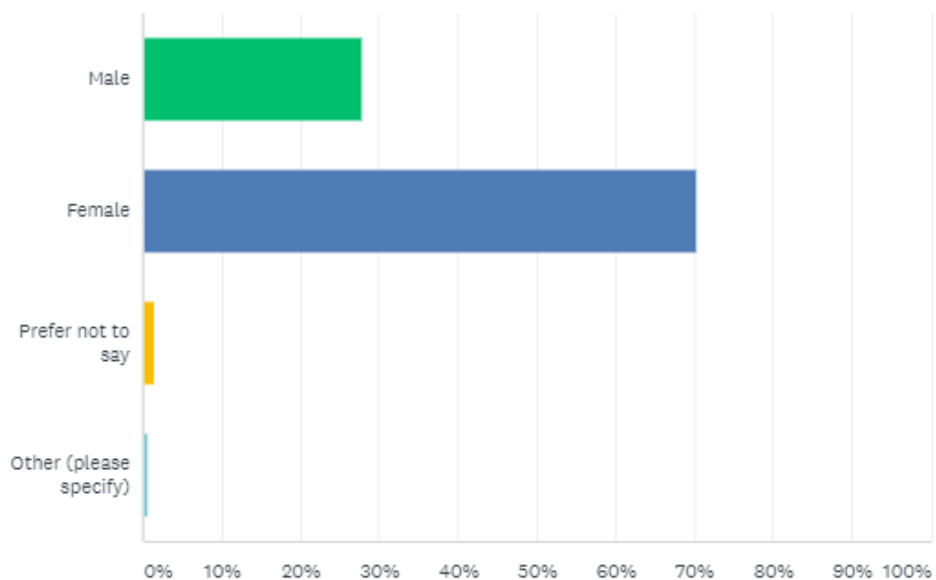


Q13. Do you live or work near the Heath or are you a visitor?



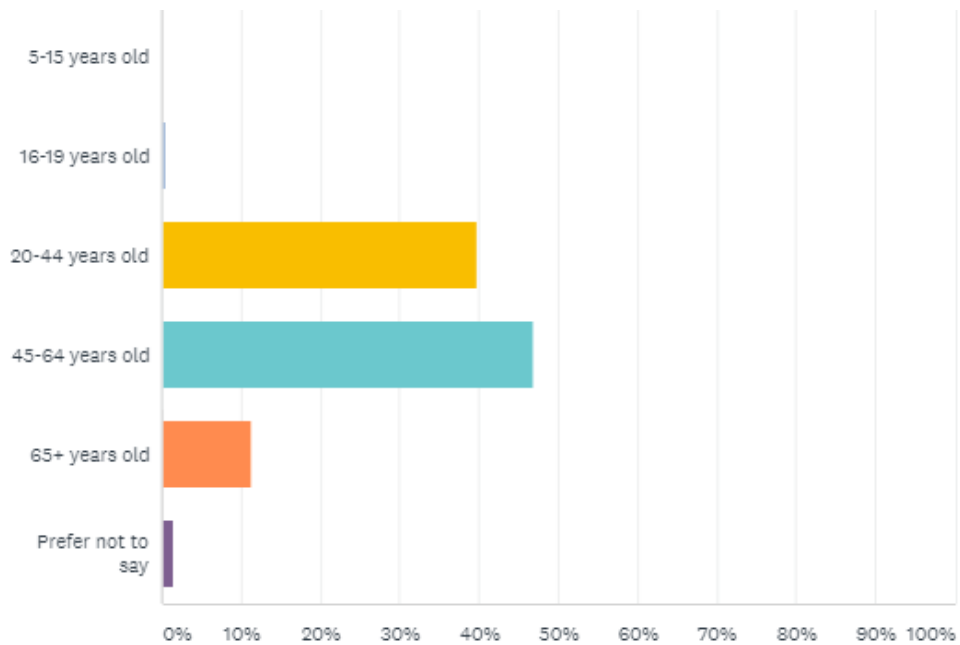
ANSWER CHOICES	RESPONSES	
▼ I'm a local resident	68.84%	749
▼ I work locally	2.76%	30
▼ I'm a visitor	28.40%	309
TOTAL		1,088

Q14. What gender do you identify as?



ANSWER CHOICES	RESPONSES	
▼ Male	27.73%	302
▼ Female	70.25%	765
▼ Prefer not to say	1.47%	16
▼ Other (please specify)	0.55%	6
TOTAL		1,089

Q15. What is your age?

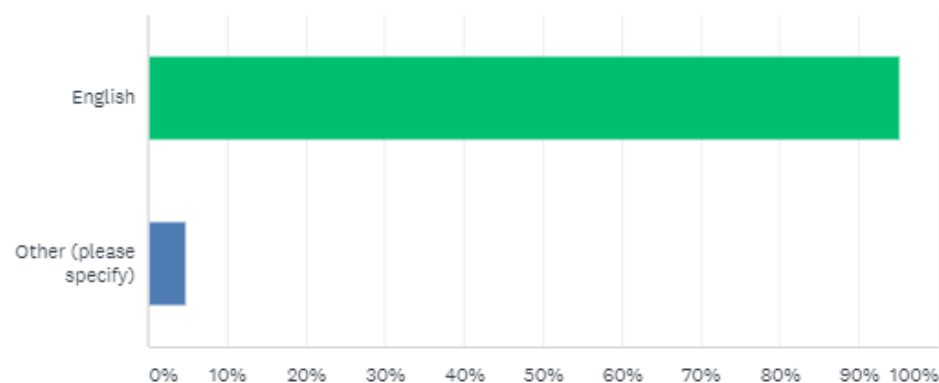


ANSWER CHOICES	RESPONSES	
▼ 5-15 years old	0.09%	1
▼ 16-19 years old	0.37%	4
▼ 20-44 years old	39.80%	433
▼ 45-64 years old	46.88%	510
▼ 65+ years old	11.40%	124
▼ Prefer not to say	1.47%	16
TOTAL		1,088

Q16. What is your ethnic group?

▼ White	47.79%	518
▼ White - Irish	5.54%	60
▼ White - English, Welsh, Scottish, Northern Irish or British	26.85%	291
▼ White - Scottish	1.11%	12
▼ Irish Traveller	0.00%	0
▼ Roma, Gypsy or Traveller	0.09%	1
▼ Other White background	7.38%	80
▼ Black or Black British - Caribbean	0.09%	1
▼ Black or Black British - African	0.09%	1
▼ Other Black background	0.09%	1
▼ Asian or Asian British - Indian	0.55%	6
▼ Asian or Asian British - Pakistani	0.00%	0
▼ Asian or Asian British - Bangladeshi	0.00%	0
▼ Chinese	0.46%	5
▼ Other Asian background	0.37%	4
▼ Mixed - White and Black Caribbean	0.65%	7
▼ Mixed - White and Black African	0.18%	2
▼ Mixed - White and Asian	1.20%	13
▼ Other mixed background	1.48%	16
▼ Arab	0.00%	0
▼ Not known	0.00%	0
▼ Prefer not to say	4.89%	53
▼ Other ethnic background (please specify)	Responses 1.20%	13
TOTAL		1,084

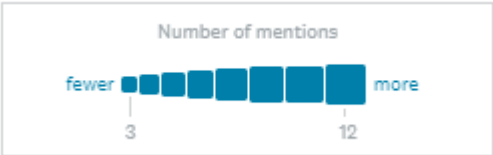
Q17. What is your main language?



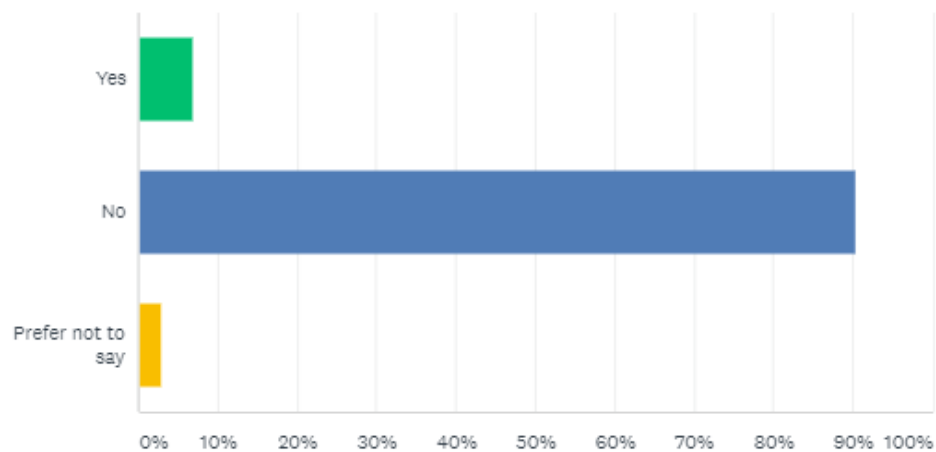
ANSWER CHOICES	RESPONSES	
English	95.22%	1,035
Other (please specify)	Responses 4.78%	52
TOTAL		1,087

Word map of 'Other' answers

Portuguese Turkish French Polish German Spanish



Q18. Do you consider yourself to have a disability?



ANSWER CHOICES	RESPONSES	
Yes	6.80%	74
No	90.35%	983
Prefer not to say	2.85%	31
TOTAL		1,088

Q19. What is the first half of your postcode?

Word map

N11_{EC1V} N12_{se15} N16_{E8} NW10_{W12} NW11_{SW11} N2_{SE17} N8_{W9} NW1
N N1_{SE1} N6_{N17} NW5_{N3} NW3_{N15} N19_{NW4} NW6_{En5}
N7_{E9} NW2_{E5} N4_{W2} N10_{W6} N5_{SE14} N22_{E10} E17_{NW9} NW



This is one of
14 green spaces
managed by the
City of London at
little cost to the
general public.

Committee(s)	Dated:
Hampstead Heath, Highgate Wood and Queen's Park Committee	25 November
Open Spaces and City Gardens Committee	2 December 2020
West Ham Park Committee	2 December 2020
Epping Forest and Commons Committee	18 January 2021
Subject: Income Generation Report	Public
Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly?	Outcome 5
Does this proposal require extra revenue and/or capital spending?	No
If so, how much?	N/A
What is the source of Funding?	N/A
Has this Funding Source been agreed with the Chamberlain's Department?	N/A
Report of: Colin Buttery, Director Open Spaces Department	For Discussion
Report author: Gerry Kiefer	

Summary

This paper identifies a range of different opportunities and approaches which could generate additional income for the Department. This is not an exhaustive list and is aimed at instigating discussion. Generating additional income will help reduce the need to decrease our expenditure budgets to achieve our 'budget envelope'. Some of the discussion points may require upfront investment, others will take time to develop and some may require a change in our positioning as charities.

Recommendation(s)

- Members are asked to consider this report.

Main Report

Background

1. The Open Spaces Act received Royal Assent in March 2018. Prior to this the statutory Open Spaces had been governed by nineteenth-century legislation and there were a number of respects in which it is unclear or out of date. The Act was therefore brought with the principle aims of clarifying and expanding the management powers available to the Corporation, to strengthen enforcement powers and to increase opportunities to generate revenue for the benefit of the Open Spaces including:
 - longer commercial leases and agreements providing improved external investment in the built assets and sustainable income generation for the City
 - more effective wayleave charges and income collection
 - sports and other activity licencing
 - clarity regarding commercial partnerships

Current Position

2. The Open Spaces Department is facing increased pressure on its resources and its budget. Each property (i.e. Epping, West Ham Park) within the Department has different opportunities and capabilities for generating additional income and the approach to income generation has been property specific.
3. The introduction of the Departmental property specific Events policy showed that it was possible to have one overarching approach with the flexibility to accommodate property specific local arrangements, recognising that each property has differing limitations on their ability to generate income.

Proposals

Fees and Charges

4. Traditionally some properties have increased their fees and charges on an annual basis and other sites have only increased them every couple of years. All fees and charges are brought to the relevant Committee for approval. It is proposed that going forward, when setting fees and charges, officers will consider the following before making their proposals to Committee:
 - The RPI rate on a specified and consistent release date.
 - Benchmark the charges and quality of provision with those of neighbouring facilities, which in many instances are our competitors. In some instances, we will therefore not benchmark against our own properties.
 - The budget requirement to generate additional income to reduce expenditure savings
 - Work towards reducing subsidy levels
 - Work towards attaining full cost recovery, recognising that staffing costs may have increased greater than RPI
5. A review of concessions is also planned for 2021, not only looking at the discounts offered to which groups across Open spaces, but also reviewing in relation to other service Departments within the City of London and similar services across London. A policy will be proposed to Committees later in 2021.
6. Learning from 2020 Summer and the need to regulate access to our activities and facilities, officers will continue (where appropriate) to use online bookings and cashless payment systems.

Vacant premises

7. **Lodges** - Since March 2018 officers have let several lodges which are no longer required by staff 'for the betterment of their role'. This has enabled lodges to be let as either Assured Shorthold Tenancies (AST) or Corporate Leases and generate a regular income into the local risk budgets. A few exceptional lodges in specific settings could be developed (as one has at Epping Forest) as holiday lets. Up-front costs for holiday lets are significantly greater as a high specification of finish is needed, as well as furnishings, landscaping and marketing; but resultant 'modest' occupancy projections of income are approx. 50% greater than AST.

8. **Other vacant buildings** - The Department will work with City Surveyors to identify the potential for alternative use of our buildings which may no longer be required for operational purposes but could provide alternative revenue income or capital receipt.

Bench Dedications

9. Across the properties, dedication schemes are in place for benches. These schemes are administered locally, have differing durations, charges and approaches re vandalism/maintenance. Like the events policy, we will look to develop a consistent generic approach which still allows for some local flexibility. As a result of this work it may be appropriate to centralise the initial administration of the dedication process before becoming the responsibility of the property to check and maintain the benches.

Sponsorship type activity

10. Other individual sponsorship type schemes could be introduced such as sponsor a tree, a bat box etc. However, with this comes with the challenge of the item 'dying' or being damaged and also the administration resource to process small amounts of income. However further consideration could be given to mass sponsorship of an area e.g. bluebell wood and in return the contributor would receive a certificate and photograph. This may attract customers to buy such 'contributions' as presents. However, liaison will be required with Chamberlains to determine if there is any VAT impacts on such an approach and also a change in existing policy such that external revenue income could be rolled across financial years.

Donations

11. Online, one off donations for specific campaigns should be live on the City of London website in December 2020. This will allow people to make online donations for a number of specific projects at each property for which money can be rolled over across the years to deliver the specific project. Once bank accounts are established for each charity this offer can move to a third-party provider who will be able to offer Gift Aid contributions as well.
12. Further work needs to be undertaken to enable the charities to be able to invite regular giving – this may be possible through the third-party provider if linked to a campaign and to develop its process for legacies/gifts in wills.

Charging for Commercial Activity

13. The Open Spaces Act gives the CoL the power to have a licencing scheme to control activities carried out for commercial gain. Some of the properties already operate licencing schemes for personal trainers whereas others are looking to introduce schemes for professional dog walkers. We will be looking to roll out comparable schemes across the properties, taking into consideration arrangements in neighbouring boroughs and sites which may influence our proposals.
14. A Departmental events policy was introduced in 2018 which along with site specific policies, provides the process and strategy towards the hosting of events on the Open Spaces. It may be appropriate in some instances where increasing charges for events would become prohibitive, to consider if more events could be held whilst

staying within the agreed policy, of such policy is reviewed to consider whether additional events could be hosted without a detrimental impact on the open space.

Self-funded 'invest to save' projects.

15. With appropriate forward planning it may be possible to self-fund from local risk budget, 'spend to save' projects. Initial investment at the start of the financial year with income then being generated for the remainder of the year could mean that new funding streams can be introduced in year one, when their cost recovery makes them cost-neutral, but for future years they bring in income. Such an example could be the letting of lodges where some remedial work is required at the start of the financial year and then the lodge can be let from the summer and year one rental covers the remedial works..

Extended leases

16. Prior to the open spaces Act, custom and practice was to issue leases for 3 years. Officers can now offer extended leases, likely to be seven to ten years but can be up to 15 years, with an option for longer leases under specified exceptional circumstances. This will enable the Department to offer commercial that draw in external capital investment.

Alternative Operating models

17. It is becoming increasingly difficulty to access City of London capital funding and this is unlikely to change in the near future. There is the opportunity to investigate how partnership operating models could work, such as the ParkLife project at Wanstead Flats. This may open new avenues to grant funding and/or external capital investment.

Non restricted land for commercial partnership

18. We will be investigating commercial opportunities on non-restricted land, recognising that identifying potential possibilities and/or partners takes time and should be a medium to long term approach.

Grants

19. We will continue to review grants and other funding streams that may be available to our open spaces and charities. In the past we have successfully been awarded Heritage Lottery funding for the Kenley Project and the Branching Out Project. The Rural Payments Agency has provided funding for activity under the Countryside Stewardship Grant. However, we should be wise to ensure that the grant helps delivers out priority services.
20. Our charitable status and funding from the City of London can affect what grants we are able to access, and this will be highlighted to those officers undertaking the internal Charities Review.

Planning/development funding

20. Various properties have been successful in accessing money from S106 or more recently CIL agreements, not just within the square mile but also funding from host local authorities such as Camden's CIL funding for improvements at Keats House and the playground at Hampstead Heath

21. We are working with host and neighbouring Borough's to identify / require mitigations and other development tariffs arising from building development close to the Open Spaces. Burnham Beeches has recently secured mitigation funding to resource an additional ranger post.

Corporate & Strategic Implications

Open Space Charities

22. Many of the Open Spaces sites are registered charities. Officers have been asked to remind Members that decisions they take in relation to the relevant charity must be taken in the best interests of the charity.

Strategic implications

23. Raising additional income to help deliver the services provided by the Open Spaces Department contributes to the Corporate Plan aims:
- Support a thriving economy
 - Shape outstanding environments

Financial implications

24. The budget envelope for the Department is likely to be reduced by c12% in 2021/22 and there is likely to be ongoing pressure on annual budgets. Accessing new opportunities to raise income will enable the Department to deliver new priority projects/ areas of work and reduce the level of expenditure savings required to achieve the Departmental budget.

Equalities implications

25. None contained within this discussion paper

Climate implications

26. None contained within this discussion paper

Security implications

27. None contained within this discussion paper

Conclusion

28. The paper presents a range of different approaches that the Department is proposing to follow to assist the generation of additional income and external funding which will help deliver a balanced budget within the reduced core funding envelope.

Appendices – None

Background papers - none

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Committee:	Date:
Hampstead Heath, Highgate Wood & Queen's Park Committee	25 November 2020
Subject: Planning White Paper	Public
Report of: Remembrancer and Director of Open Spaces Report Author Philip Saunders, Parliamentary Affairs Counsel	For Information
Summary	
<p>Overall reform of the planning system and the protection of green and open spaces are the two themes within the scope of the Government's Planning White Paper, 'Planning for the Future'.</p> <p>The White Paper proposes the creation of three land classifications. 'Growth' areas where land will be deemed suitable for substantial development; 'Renewal' areas suitable for some development; and 'Protected' areas, which will be subject to strict rules on development.</p> <p>Hampstead Heath's designation as Metropolitan Open Land (MOL) offers protection analogous to Green Belt. MOL is not, however, specifically referenced in the White Paper.</p> <p>Accordingly, City Corporation responses have been submitted to the White Paper, in consultation with the Director of Open Spaces. This Report follows the points made in that submission, a copy of which is annexed. The submission has been made subject to any further observations which members of this and the other committees dealing with open spaces might wish to make.</p> <p>Recommendation</p> <p>The Committee is invited to note the contents of this report and to consider whether any additional observations should be made to the response to the White Paper.</p>	

Main Report

Background

1. The White Paper was introduced by the Prime Minister as the most "radical" set of planning reform proposals since the Second World War. The promotion of design concepts to promote "building beautiful" attracted most attention.

2. Under the proposals, which are dominated by changes to the house-building system, land will be classified as 'Growth', 'Renewal' or 'Protected'. Growth areas will be regarded as suitable for substantial development, and where outline approval for development would be automatically secured for forms and types of development specified in the Plan. Renewal areas would be suitable for some development, which the White Paper exemplifies as "gentle densification". Protected areas would be framed so as to protect green, open and heritage areas.
3. Much of the rationale underpinning the White Paper is concerned with increasing housing supply. Arising from findings by the Building Better, Building Beautiful Commission, that often buildings are of low quality and considered ugly, some effort at amelioration is contained in the concept of 'building beautifully', which was to have been championed on the Government's behalf by Professor Sir Roger Scruton. Nicholas Boys Smith of the think tank Create Streets took on the project following Sir Roger's death.
4. The White Paper indicates that there will be further consultation on environmental protections.
5. The proposals are of interest to the City Corporation as guardian of green spaces such as Hampstead Heath and as a local planning authority.

Political Commentary

6. Secretary of State for Housing, Communities and Local Government Robert Jenrick described the White Paper as intended to "support the delivery of the number of homes we need as a country, but homes that local people want to live in, with more beautiful, safer and greener communities". If implemented, the proposals would result in a "dramatically accelerated planning system", he said. He warned planning authorities that his Department would "intervene" if Local Plans were not in place by December 2023. Minister Chris Pincher insisted the proposals put "the creation of beautiful places at the heart of national planning policy, encouraging greater use of design codes based on what people want to see in their area, supporting local authorities and directing Homes England to help deliver that".
7. Labour's John Healy agreed the planning system was in need of reform but described the Government's approach as a "threat to give big developers a freer hand to do what they want, ignoring quality, affordability and sustainability". Matt Western (Lab) described the proposals as "a developers' charter, giving them sweeping power to build poor-quality homes and, importantly, avoid commitments to build truly affordable social rented homes". Chair of the MCHLG committee, Clive Betts (Lab) welcomed the consultation as an overdue examination of the planning system.

The White Paper

8. The City Corporation cares for green spaces such as Hampstead Heath which are of considerable historical, cultural and ecological significance, noted most recently in Forestry Commission's London Tree and Woodland Awards. Hampstead Heath and other areas are designated as Metropolitan Open Land (MOL). The City also cares for sites of international importance and renown, including Epping Forest Special Area of Conservation (SAC) and Burnham Beeches SAC and Sites of Special Scientific Interest (SSSI).
9. The White Paper propositions substantial changes to planning rules. Of interest to your Committee is the creation of a category of land that would be subject to "more stringent development controls" due to particular environmental and cultural characteristics, defined as 'Protected' land.
10. Areas to be regarded as Protected are not described in detail and no definition is provided. Instead, the White Paper gives examples, including Green Belt, Areas of Outstanding Natural Beauty, Conservation Areas, Local Wildlife Sites, "important areas of green space" and gardens, in line with existing policy in the National Planning Policy Framework. The proposals indicate gardens could fall within the Protected classification, alongside "important areas of green space environmental and/or cultural characteristics". The proposals would allow Protected areas to be defined nationally and locally. Local Plans would indicate such areas.
11. Although the scope of Protected areas appears to include a wide variety of open and green spaces, which seem most likely to encompass the Heath and other City green spaces, their inclusion is not entirely clear.
12. Relevant to the City Corporation's guardianship of Hampstead Heath, the submission has highlighted the following matters
 - a. If the proposals on land designation are adopted, the examples of the Protected classification should be expressly extended to include MOL and other important green areas. Paragraphs 14, 18-19, 25-26 of the White Paper responses
 - b. The Government should make provision for existing protections for green and open spaces to be automatically carried over to the proposed Protected areas, so as to avoid any attrition on such areas during the transition to the new arrangements, in paragraphs 17, 24-26
 - c. The ecological, societal and cultural importance of Hampstead Heath, in paragraph 18

- d. MOL is a classification particular to London and, to ensure it is not overlooked in the national reconfiguration of land classification, should be referenced in the Government's approach, in paragraphs 20-21
- e. The importance of protecting MOL in the context of proposals to set local housing allocations at a national level, in paragraphs 22-23
- f. That the proposed housing formula should recognise constraints on building, such as in the case of green spaces, in paragraph 27
- g. That further consultation will be required regarding the development of further guidance on conserving heritage assets, which should involve Historic England, other heritage organisations and Local Planning authorities, in paragraph 75.

Conclusion

- 13. Officers will continue to find and create opportunities for pressing the interests of Hampstead Heath and the City Corporation's other green spaces, including select committee inquiries. Further committee Reports will be presented as required.
- 14. The Open Spaces Grand Committee and other site-specific committees will receive reports tailored to their interests. The planning aspects of the White Paper have been reported separately.

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ANNEX

The Planning White Paper “Planning for the Future”

Response from the City of London Corporation

Submitted by the Office of the City Remembrancer

Introduction and Background

1. This consultation response firstly explores the White Paper’s proposals regarding green spaces and the Protected designation and, secondly, sets out the City Corporation’s views on individual planning proposals. A summary of the City’s key messages is contained in the conclusion.
2. The City Corporation’s historic development has resulted in it being responsible for the protection and management, by charitable trust, of almost 11,000 acres of highly important open space. Within this acreage, the City Corporation manages one of the largest assemblages of ancient woodland under single care and looks after one of the largest groups of ancient trees.
3. This land is situated across London and the Home Counties; much of the land is outside the City Corporation’s area.
4. The Square Mile has approximately 200 small park and garden areas, churchyards and landscaped sites. The plant and animal life enhances the local environment and contributes to the City being a welcoming place to live and work.
5. Among the spaces located outside of its geographic area, the City Corporation cares for green spaces that are of international importance and renown, including Epping Forest Special Area of Conservation (SAC) and Burnham Beeches SAC and Sites of Special Scientific Interest (SSSI). Hampstead Heath and other areas of considerable historical and cultural significance are designated as Metropolitan Open Land (MOL).
6. The City Corporation has, therefore, a central objective of protecting and conserving the ecology, biodiversity and heritage of its open spaces.
7. The City of London Corporation is the governing body for the ‘Square Mile’ and is the planning authority for the geographical square mile at the heart of the Capital. The City Corporation’s role as Local Planning Authority, includes responsibilities for all aspects of land use planning, the preparation of the Local Plan, the determination of planning applications and the designation and operation of s106 planning obligations and the Community Infrastructure Levy.
8. The City of London is a globally important financial and business district, and as such is subject to distinctive planning considerations. The Government’s drive to

improve the supply of housing is laudable, but it is important to make sure that the White Paper's proposals do not inadvertently undermine the protections in place for commercial areas such as the City. The Square Mile has a particularly high scale and density of office-led development, required to sustain the critical mass of commercial activity which drives the City's success, and which makes a significant contribution to the UK's GDP. With this comes a need to exercise careful control over the location of new residential development, in a way that may not be the case elsewhere. Such control is necessary in order to maintain the concentration of commercial premises and preserve redevelopment potential (which could otherwise be prejudiced by long residential tenancies).

9. The special considerations applying to the City are recognised in the planning framework. The City's Local Plan contains specific protection against the loss of suitable office space and resists residential development inappropriate to the City's commercial character. This approach was endorsed by the Planning Inspector appointed to consider the compatibility of the Local Plan with national policy. The London Plan, meanwhile, specifically acknowledges that the balance between homes and offices should be adapted "to sustain strategically important clusters of commercial activities such as those in the City of London" and that residential development is inappropriate in the commercial core of the City.
10. This does not mean that the City Corporation is unsympathetic to the need to deliver more housing. Indeed, the Corporation recognises housing as one of the most pressing issues facing London's economy. The planning considerations described above mean that most of the City Corporation's contribution will necessarily be made outside the boundaries of the City (whether on its social housing estates in neighbouring London boroughs or on other land). Limited housing development may be possible within the City, but only on smaller sites in carefully defined areas away from core commercial activity.
11. There is no reason why national planning policy cannot combine a general objective to promote housing with sensitivity to the particular needs of leading commercial districts such as the City. The consultation, however, over-concentrates on housing; more consideration should be given to other forms of development, for example, development necessary to support economic growth, social and community facilities, open and green space and mitigating and adapting to climate change. This approach requires careful drafting, with potential unintended consequences borne in mind and suitable flexibility incorporated where needed.

Pillar 1: Protected Areas and planning for development

Proposal 1: The role of land use plans should be simplified.

Protected Areas

12. The commitment recorded in the White Paper in relation to a further consultation on environmental protections is welcomed. The proposals in the present

consultation affect environmental protection matters to such an extent, however, that the totality of the issues should be considered together, not separately.

13. The White Paper's proposal to create a Protected category of land is welcomed but must be placed in the context. In the last 40 years there has been a decline of over 60% in native species. The abundance of important wildlife groups such as pollinating insects have fallen by similar percentages.
14. The City Corporation is particularly concerned, therefore, that the White Paper does not list all significant categories of green space as being within the Protected category. The proposals identify, for example, some nationally significant designations such as Green Belt (GB) as intended to be within the Protected category but fails to identify designations of some of the most important sites for nature conservation. For example, although the consultation refers to Sites of Special Scientific Interest (SSSIs) in relation to looking back on past achievements of the existing planning system, there is no explanation of the vital importance of these sites for the future. There is no reference to Special Areas of Conservation (SACs) or Special Protection Areas (SPAs) in the White Paper despite these sites forming the bedrock of biodiversity protection in the UK, granted the highest legal protection through the UK Habitats Regulations 2017 (as amended) and the Bern Convention (1979). The consultation seems not to take into account recent planning inspectorate decisions which emphasise that these protections are crucial to tackle the vulnerability, from nearby developments, of sites such as Epping Forest SAC.
15. The City Corporation protects two such internationally important sites at Burnham Beeches and Epping Forest and has invested significant time and resources in their enhancement and protection over more than a century. In Epping Forest, for example, the City Corporation protects more ancient trees than any other site in the UK. Together, the two sites protect over 80% of all ancient beech trees in the UK and are amongst the most important woodland sites of their kind in Europe.
16. As with the international sites at Epping and Burham, the City Corporation protects a number of SSSIs, and has enhanced their protection through on-site management over many decades. Where possible, in two crucial respects, the City goes further in its care for such sites. We aim to establish buffers around the sites so as to protect from encroachment and our approach seeks to link sites to wider areas of nature conservation value. These measures protect the sites and ensures they do not become isolated. Examples of these additional lands include ancient wood-pastures and chalk grasslands, threatened habitats vulnerable to isolation and attritional losses from the impacts of urbanisation along their boundaries.
17. The issue of networks of open spaces is of vital importance for nature conservation and biodiversity yet is not discussed in the White Paper. While the White Paper references to environmental recovery and long-term sustainability are welcome, there are no proposals to halt and reverse the fragmentation of green spaces, the unprecedented losses of wildlife and green space. There is a danger that the division of the UK into Growth, Renewal and Protected zones could further divide and fragment wildlife sites.

18. One of the most important omissions in the White Paper is Metropolitan Open Land (MOL). MOLs are crucial to biodiversity and wellbeing in urban and suburban areas, they provide green space for leisure as well as environmental benefits. Hampstead Heath, for example, is cared for by the City of London Corporation and is almost entirely designated as MOL. While the consultation appears to envisage the Protected category would include MOL as being within 'important areas of green space environmental and/or cultural characteristics', the lack of clarity could lead to unnecessary doubt and pose a real threat to the integrity of areas designated as MOL.
19. The consultation may be silent on MOL because of an implicit recognition that the safeguards presently associated with Green Belt apply, in broad terms, to MOL. The importance of MOL is sufficiently substantial, however, that its inclusion within the Protected designation should be specifically clarified at the earliest possible stage.
20. A further reason why it is important to identify MOL as within the scope of Protected areas is because designation as MOL is rooted in Local and Regional Plans, and has historically been a London policy designation, reflecting the importance of large open spaces within London for the provision of recreation, and nature conservation.
21. Specific MOL designation is also important to ensure protection in those instances where particular open spaces which merit protection straddle Borough boundaries (as is the case with the wider area of The Heath).
22. The importance of inclusion of MOL within the Protected designation takes on added significance when considered in the context of the proposals to change the way in which housing allocations and obligations may be configured. As explained in subsequent paragraphs, if the proposals in relation to housing were to be brought into effect, unchanged, authorities could come under substantial pressure to build on all land not specifically identified as Protected. This could cause substantial harm to local environments in urban and suburban areas.
23. Further, the lack of specific inclusion of MOL within the scope of the Protected designation leaves open a high degree of qualitative assessment of open spaces at a local level. Authorities may come under severe pressure to re-assess areas of MOL so as to release land to comply with the way in which the White Paper envisages house building obligations will be set in the future.
24. Of substantial concern to the City Corporation is the omission of reference to ancient woodlands and ancient trees outside woodlands. These, by their very nature, are irreplaceable habitats and ancient trees outside woodland are also vulnerable as they would not fit easily into framework proposed in the White Paper of strict area zoning. Care must be taken to ensure the proposed changes in this White Paper do not undermine the recent strengthening of protection afforded by the updated National Planning Policy Framework. Ancient woods and trees also require buffering by Protected land around their current boundaries.

25. The inclusion of Local Wildlife Sites (also known as SINCs) within the examples of Protected places is welcome. These sites are, however, currently non-statutory designations set out in Local Plans. Local Wildlife Sites could be at risk of development as a result of pressure on land generated by the way in which the proposals envisage house building allocations would be set in the future. The Government should clarify what measures it will take to preserve the designation of such sites during the change from current protections to Protected area status. Consideration should be given to automatically designating Local Wildlife Sites, and similar, as Protected areas, without the need for any local re-assessment, change in designation or attribution in a Local Plan.
26. Many green spaces do not carry a statutory or nationally protected designation. Despite the lack of designation, such spaces are likely to have substantial historical importance and high value locally. Examples include gardens and greens maintained by local authorities. Certain places may be identified as having local Conservation Area status in Local Plans – but these are potentially vulnerable to being left out of the proposals in the White Paper. It is acknowledged that the consultation states that protection can be offered in the National Planning Policy Framework but, as set out under in response to ‘proposal 2’, the weight proposed to be given to NPPF remains open to doubt. At this level of planning arrangements, much needed protection would be given to gardens, greens and similar spaces, where they have no alternative safeguard, if those categories benefited from an enhanced level of protection, perhaps modelled on the statutory framework applicable to other open spaces.
27. The indication, at a ministerial level, that the housing formula would be revised to recognise existing constraints on building (such as Green Belt designation) is to be welcomed. The housing formula should be framed as guidance, so that it can be interpreted locally, rather than as a prescription. For instance, the proposals should go further and, as a minimum, factor in protections for buffer land which are protective of and adjacent to SAC and SSSI sites. This approach would be in line with the White Paper’s desire to simplify and rationalise the approach to planning. By offering authorities comprehensive guidance on development exclusions zones around SACs and SSSIs, a clear minimum standard would be established for authorities to follow.

Planning for Development

28. Allocating land to one of 3 designations (Growth, Renewal, Protected) in a central urban area such as the City of London, where there are multiple, overlapping planning, heritage and environmental designations, often on individual sites, is likely to present substantial problems. The proposed simplification of land use allocation is particularly unsuited to areas with complex heritage and other constraints. It seems likely that most urban and rural areas will face the same difficulties.
29. Applying the White Paper’s proposals to the City of London, for example, would require a site by site analysis to determine the appropriate land use designation.

The City's complex framework including 27 conservation areas, over 600 listed buildings and strategic and local views protection policies, mean that land allocation is likely to be a complex and time-consuming process. Even those parts of the City that have seen significant development in recent years, such as the City Cluster of tall buildings, have a complex pattern of heritage and other constraints and the proposals would not be sufficiently sophisticated or flexible enough to meet the needs of such areas.

30. The greater certainty of development attached, for example, to a Growth or Renewal area designation would require a close assessment of the capacity for development and the detailed design of developments on individual sites at the Local Plan stage, which would effectively move some of the role of a private developer onto a public planning authority. Whilst this would give some certainty to developers, it would also limit their capacity for innovation in the form, layout and design of development, resulting in a more uniform character across an area. This seems to run counter to overall policy intentions as set out in the White Paper.
31. The City Corporation supports continuous improvement in planning and considers that the current discretionary approach should continue. The City takes a positive approach to planning and already works closely with developers. One example of the importance of retaining flexibility is when planning issues arise on or close to planning authority boundaries, or where a single parcel of land spans two or more authority areas. In such cases, where development in authority A's area is close to authority B's area, it may have greater consequences for the area of authority B. Only by retaining some flexibility at a local level can such complex issues be resolved. An approach that would achieve the Government's desired simplification whilst retaining local discretion would be to attach greater weight to Local Plan policies in the determination of applications and place greater emphasis on comprehensive engagement with residents, businesses and developers at the plan preparation stage.
32. The consultation does not set out any proposals about Local Plans at the level of strategic plan-making, such as the preparation of the London Plan. For example, how would a strategic plan designate Renewal or Protected Areas? Will such designations depend on local interpretation of land use and opportunities? Whilst there may be a case for strategic designation of Growth Areas, such as Old Oak Park in London, or urban extensions, the proposals do not seem to address the interaction between strategic and local designation of sites.

Proposal 2: Development management policies established at national scale and an altered role for Local Plans

33. There is a degree of overlap between national policy, strategic regional level plans such as the London Plan, and local policy. This overlap may result in duplication and might lead to confusion and dispute. Clarification of the roles and responsibilities at each level is therefore needed.
34. One feature that may require further attention is that, at present, the NPPF is a 'material consideration' but does not carry the same statutory weight as an

adopted planning policy. Although not explicitly set out in the consultation document, the White Paper appears to change the status of the NPPF and make it part of the statutory policy for an area. The status of NPPF should not be changed to make it statutory. If, however, the NPPF is to be given statutory weight then amendments to the NPPF and national planning practice guidance should be subject to a similar level of scrutiny as Local Plans, including the potential for examination in public. Without such scrutiny, the opportunity for local-level variation in response to local needs, a key feature of the current system, could be lost.

35. The concern that this proposal seeks to address could be answered without the need for fundamental reform. A possible solution would be, rather than relying upon a national set of development management policies, to simply re-state that Local Plans should not repeat national or strategic level policy.
36. A significant concern with the White Paper's proposals is that they envisage policy will be devised and set nationally. This cannot, however, reflect specific local circumstances, or the ambitions and aspirations of local people expressed through Local Plans. In any revised planning system, an option should be available for the local planning authority to reflect locally specific issues, even where these are not in alignment with national policy. Local interpretations would be subject to explanation in the Local Plan and accepted, if appropriate, by an Inspector through examination. In this regard, much of the rationale underpinning the White Paper is concerned with increasing housing supply and addressing housing shortages. It is accepted by planning inspectors and the Government that the geographical area of the City of London is a commercial centre of national and international importance, which is crucial to support UK wide economic growth. The City's exemption from national permitted development rights for the change of use of offices to residential exemplifies this commercial focus. To maintain this focus in the future, it will be important for the City Corporation to give priority to commercial office development, whilst making a contribution to meeting housing needs. This approach requires the ability to set policy locally and to not be constrained by a one-size-fits-all national policy.

Proposal 3: Local Plans should be subject to a single statutory 'sustainable development' test, replacing the existing tests of 'soundness'

37. Proposals to simplify the tests of soundness required for the Local Plan and to simplify some of the assessment processes underpinning Local Plan preparation are supported. A proposal for a mechanism for effective strategic planning across local authority boundaries is welcome. This mechanism already exists in larger urban areas, including London, where elected Mayors have responsibilities to prepare strategic planning guidance, including housing requirements. Prior to the creation of the regional assemblies, a series of joint authority working parties existed to consider cross boundary matters. These are both examples of mechanisms which can provide strategic planning. The White Paper refers to sharing of information as a means by which strategic planning can be delivered but no evidence is provided to support this view. It is unlikely that replacing the Duty to Co-operate and formal Statements of Common Ground with the sharing

of information digitally will deliver effective cross boundary working or a strategic approach to planning.

38. The Sustainability Appraisal (SA) process should be retained as a key part of the local plan preparation and to provide checks to ensure that the most sustainable development options are pursued.
39. It is acknowledged that current practice in the preparation of SAs has become bureaucratic, requiring the production of long and detailed reports. A slimmed down and simplified approach which retains the essential requirements of the SA process would be welcome.
40. The reference to infrastructure planning is welcomed. This is critical to ensure that development produces high quality spaces and places for people to live and work. Greater clarity should be provided on how the proposed emphasis on data and data-driven insights would deliver improvements to the current approach to infrastructure planning. Data, on its own, does not deliver high quality outcomes, rather it is how that data is used and interpreted.

Proposal 4: A standard method for establishing housing requirement figures which ensures enough land is released in the areas where affordability is worst, to stop land supply being a barrier to enough homes being built.

41. The Government has consulted recently on changes to the Standard Method. The City Corporation responded to this consultation and raised concerns over the way that existing stock and affordability criteria are factored into the modelling.
42. The White Paper's approach would appear to build upon the current and separate consultation for changes to the Standard Method. The combined effect would seem to produce a method that would bind local planning authorities and remove local discretion over the setting of housing targets. Greater clarity should be provided on how the methodology will incorporate other land use constraints and the need to allow for non-housing uses. It is unclear how such uses will be taken into account and what weight they will be given.
43. The lack of clarity about the methodology gives rise to a further concern about how the primacy that is attached to commercial office development in the Square Mile, which supports the UK's national economic interests, will be incorporated. As a minimum, any nationally derived targets must be susceptible to local challenge to ensure that local priorities and local needs can be properly factored into the housing need consideration. A separate consultation should be arranged on the detail of the new methodology before it is introduced, so that the impacts are properly understood.
44. The City Corporation does not support the retention of the Housing Delivery Test. This Test is a backward-looking assessment of housing delivery over a 3-year period which does not address long term future trends. For areas such as the City of London, where housing delivery fluctuates from year to year within the

context of meeting targets over a longer plan period, a focus on short term delivery gives an inaccurate picture of progress in meeting housing needs.

45. In this regard, an approach based on local determination of delivery, with weight attached to the national calculation, should be taken forward. The requirement for local planning authorities to justify departure from the national calculation would be retained but would allow for legitimate local constraints to be incorporated. The retention of a 5-year land supply requirement would provide greater certainty of housing delivery. A strictly nationally set scheme, which is binding on local planning authorities, would not be helpful to housing delivery and not allow for legitimate local circumstances and variation.

Proposal 5: Areas identified as Growth Areas would automatically be granted outline planning permission for the principle of development, while automatic approvals would also be available for pre-established development types in other areas suitable for building.

46. For smaller, largely urban sites, the granting of permission in principle through the Local Plan is not considered to be appropriate. In the City of London, for example, many sites have complex and overlapping planning designations which, although they do not prevent substantial development, do have a significant impact on the scale and form of development. Furthermore, detailed issues of transportation, access, freight and servicing have a significant impact on the type and scale of development that might be accommodated. It is difficult to see how these issues could be adequately resolved at a technical stage if permission in principle has already been granted through the Local Plan.
47. The proposed approach assumes that engagement and consultation on sites will take place at the plan-making stage, removing much of the need for detailed engagement at the application stage. Again, whilst this may be appropriate for very large sites, for smaller urban infill or redevelopment it is impossible for this early stage consultation to reflect potential local impacts which may not become apparent until detailed proposals are submitted. The many examples of such impacts include the effect on daylight and sunlight, freight access and servicing considerations. The ability for local communities and elected Members to engage with development proposals at the point of application should be retained.
48. Concerns over the speed of planning and decision making and the need to provide certainty to the development industry, as expressed in the consultation, could be achieved by reform to the present planning system so as to give greater weight to Local Plan allocations. If a site is allocated for a particular form of development in a Local Plan, or an area identified as suitable for a particular form of development, then there should be a general presumption in favour of that form of development, subject to compliance with other detailed provisions of the Local Plan. This would give greater certainty to developers, whilst also allowing for local policy considerations to be considered. The advantage of this approach is that it would facilitate local community engagement - and objection where the detail of a proposal would have adverse impacts on local environment and amenity. In effect this would be a strengthening of the current policy that planning applications should be determined in accordance with Local Plan provisions.

Proposal 6: Decision-making should be faster and more certain, with firm deadlines, and make greater use of digital technology

49. Moves to simplify and shorten the amount of information required to enable the determination of a planning application are welcomed. Greater standardisation of data requirements and formats and a simplification of current assessment requirements (such as for Environmental Impact Assessments) would be beneficial, subject to there being no weakening of the protections provided by such assessments.
50. The proposed 50 page limit should be replaced with an emphasis on shorter and more concise supporting statements and information. The extent of additional information required could be determined by the local planning authority on a case by case basis. The amount of information required to support an application will often reflect the scheme's complexity. The design, access, sustainability and transportation assessments needed for a 300m office tower, for example, would be vastly different from the assessment needed for a single storey extension of a commercial building. The introduction of design guides and codes will not negate the need for developers to present a range of supporting information to enable the local planning authority to be satisfied that a scheme accords with Local Plan policy in detail and does not have adverse impacts on local communities and business.
51. The consultation indicates that existing 8 or 13 week time limits will be firm deadlines. This emphasis on speed ignores the importance of high quality decision making and could result in the refusal of a development application where a decision cannot be made within the statutory deadline. If appeals became more common as a consequence, additional strain would be placed on local communities, local planning authorities and developers.
52. An approach which would achieve the White Paper's aim under this Proposal and produce a more effective result would be to give greater encouragement to the use of pre-application discussions to address concerns and objections, with formal applications submitted once outstanding issues have been resolved. This could be formalised so as to allow the developer and the local planning authority to agree a realistic timetable for progressing an application which reflects the specific circumstances of an application.
53. Whilst the proposal on time limits is not accepted, the suggestion that application fees should be returned if time limits are not met, or a decision is granted at appeal, seems likely to result in applications being determined on financial rather than planning or transportation grounds.
54. The consultation advocates the use of national standard conditions. The City Corporation has no objection to additional guidance and model conditions being set out nationally, but flexibility must be retained so as to permit adjustment of conditions to reflect local circumstances, where necessary. Greater delegation to planning authority officers should be tempered by the need for democratic oversight by elected members to be retained for larger, strategic or locally controversial schemes. The decision as to which schemes should be delegated

should remain with local planning authorities and not be determined centrally. At the City Corporation, for example, delegation to officers already occurs on a large number of applications, with only those that raise strategic concerns or where there are 4 or more objections being considered by City Members.

Proposal 7: Local Plans should be visual and map-based, standardised, based on the latest digital technology, and supported by a new template.

55. In the broad terms of the consultation, this proposal is supported, although further information on the proposed template should be provided. Any national template should be sufficiently flexible and adaptable to reflect local circumstances and local priorities.

56. The need for plans to be accessible in a range of formats, including on a smartphone, is supported. Local Plan should be easy to read and understand and not simply based around a single pdf document online. However, digital accessibility is not the same as accessibility for all communities. There should be continuing provision for plans and consultation on plans to be available in hard copy.

Proposal 8: Local authorities and the Planning Inspectorate will be required through legislation to meet a statutory timetable for key stages of the process, and we will consider what sanctions there would be for those who fail to do so

57. The City Corporation supports the Government's ambition to speed up the process of developing and adopting a Local Plan. However, the 30 month time limit is too short a period in which to undertake meaningful community consultation and engagement, prepare policy supported by a robust evidence base, and to ensure democratic accountability through authority public committee meetings.

58. The consultation makes a separate suggestion that, where a Local Plan is at an advanced stage of preparation at the time of the passing of primary legislation, a new plan in accordance with the requirements of the revised planning system should be prepared within 42 months. This 42 month period is a more realistic timeframe for all Local Plans, along with continued encouragement to produce plans, or alternations to plans, more rapidly.

59. Delivery against the more rapid timescales set out in the consultation would ultimately rely upon sufficient resources being available within the local planning authority to prepare and progress the Local Plan. Elsewhere in the White Paper, reference is made to a reallocation of resources to other planning functions as a result of the simplification of Local Plan processes. In fact, the opposite result is probable - the delivery of a robust and sound Local Plan within the framework outlined in the White Paper would be very likely to require additional staff and financial resources.

Proposal 9: Neighbourhood Plans should be retained as an important means of community input, and we will support communities to make better use of

digital tools

60. The City Corporation supports the continued role for neighbourhood plans within a reformed planning system but is concerned that little information and detail on the role of neighbourhood plans is provided. The potential for expanding the scope of neighbourhood plans is mentioned. If this is taken forward, this will place additional pressure on local planning authorities who have a statutory duty to support the preparation of such plans.

Proposal 10: A stronger emphasis on build out through planning

61. The Government's proposals hinge on the assertion that local planning authorities should have a wider role in delivering development beyond the granting of permission. Delivery of buildings is, however, a matter for the property development industry, not the local planning authority. The Local Government Association has published data showing that in the 10 years from 2009/10, 2,564,600 homes were granted planning permission, yet only 1,530,680 were built. Any new planning system should specifically acknowledge that local planning authorities are not responsible for property development; authorities should not be penalised if developers do not deliver the development required.
62. The suggested approach for substantial development sites reflects the findings of the Letwin Report and would assist delivery on the larger residential sites. The consultation provides no evidence, however, to support extending the proposals to larger commercial sites.

Pillar 2: planning for beautiful and sustainable places

Proposal 11: To make design expectations more visual and predictable, we will expect design guidance and codes to be prepared locally with community involvement, and ensure that codes are more binding on decisions about development

63. The emphasis on local design solutions, prepared and agreed with local communities is supported. The proposed national design guide, national model design code and the revised manual for streets could provide a framework for local decision making but should not provide an inflexible framework. National level guidance is not, in most instances, able to properly reflect specific local circumstances or the needs of local communities.

Proposal 12: To support the transition to a planning system which is more visual and rooted in local preferences and character, we will set up a body to support the delivery of provably locally-popular design codes, and propose that each authority should have a chief officer for design and place-making.

64. The proposal to create a new body to support the production of locally supported design codes is welcomed. It should be noted that an announcement was made on 22 September 2020 to take forward this proposal in advance of the close of the White Paper consultation.
65. Not all local planning authorities have the necessary resources and skills to prepare such guidance and codes. Authorities will require external support. The national design body should provide that support and not binding regulation; decisions on design guidance and codes must be taken locally.
66. The City Corporation supports the intention to require the appointment of a chief officer for design and placemaking. This will give additional weight to the work of planning departments.
67. The consultation indicates that the Government believes simplifying Local Plan processes will release resource to deliver other planning priorities. That is not a safe conclusion to draw. Many local planning authorities have limited resources to allocate to Local Plan-making. Furthermore, if proposals related to the nature of Local Plans are brought into force, the greater weight and faster timescales are likely to require more resource for Local Plan preparation, rather than less.

Proposal 13: To further embed national leadership on delivering better places, we will consider how Homes England's strategic objectives can give greater emphasis to delivering beautiful places.

68. The Government's focus is on delivering housing and this proposal, whilst welcome, will only address the housing sector, and not other key sectors of the development industry. The City Corporation expects the proposed new national design body to provide a wider range of guidance which covers all forms of development and open spaces.

Proposal 14: We intend to introduce a fast-track for beauty through changes to national policy and legislation, to incentivise and accelerate high quality development which reflects local character and preferences.

69. The City Corporation supports the principles underpinning the 'fast track for beauty' and the suggested approach based on guidance in local design guides and codes. In addition, the requirement that schemes demonstrate compliance with wider Local Plan aspirations for an area or site is to be welcomed. Clarification should be provided, however, that compliance with design guidance would not be the sole avenue for determining the acceptability of a development proposal.
70. The proposal that a masterplan and site specific design code prepared by the Local Planning authority will be required for sites within growth areas is supported. To ensure certainty, the Government should set out a requirement that these additional plans and codes are prepared alongside the Local Plan. This should, in turn, guide the timescales for Local Plan preparation, which, as explained above, should be longer than 30 months. Scrutiny of the detail in

masterplans at the Local Plan examination will be essential to deliver local community support for larger scale development.

71. The City Corporation does not support further extension of permitted development rights. Such an extension would remove the ability of a Local Planning authority to manage development and transport in an area and ensure development is compatible with local community ambitions.

Proposal 15: We intend to amend the National Planning Policy Framework to ensure that it targets those areas where a reformed planning system can most effectively play a role in mitigating and adapting to climate change and maximising environmental benefits.

72. The principle of having clearer and simpler guidance on how the planning system can support measures to mitigate and adapt to climate change and maximise environmental benefits through development is supported. Similarly the City Corporation welcomes an enhanced role for Local Plans in ensuring development proposals support climate change mitigation and adaptation. It is important, however, that the revised system is calibrated to require development in all areas, not just Protected Areas, to deliver a net gain for the environment. Action on climate change mitigation and adaptation underpins City Corporation developments and the Government should consider emphasising this approach in all Local Planning activity.

Proposal 16: We intend to design a quicker, simpler framework for assessing environmental impacts and enhancement opportunities, that speeds up the process while protecting and enhancing the most valuable and important habitats and species in England.

73. The City Corporation supports reform to the process of SEA, SA and EIA. Although these processes have the protection and enhancement of the environment at their heart, in the City Corporation's experience they have lost focus, with an emphasis on process rather than outcome. Consideration should be given to ensuring assessments are continuous, informing the design and delivery of plans and projects, rather than a tool to demonstrate compliance at the end of a development process.

74. The City Corporation is concerned that the White Paper does not sufficiently address the way in which environmental protection and enhancement dovetails into assessments. The proposed focus on Local Plans, land zoning and removal of bureaucracy is insufficient to address the environmental matters raised in preceding paragraphs.

Proposal 17: Conserving and enhancing our historic buildings and areas in the 21st century

75. The commitment to conserving and enhancing heritage assets is welcomed. The intention to allow for sympathetic change, particularly to address climate change, is also supported, provided that measures retain an emphasis on retention of the heritage value of assets. A further consultation will be required regarding the

development of further guidance, which should involve Historic England, other heritage organisations and Local Planning authorities.

Proposal 18: To complement our planning reforms, we will facilitate ambitious improvements in the energy efficiency standards for buildings to help deliver our world-leading commitment to net-zero by 2050.

76. The City Corporation welcomes the commitment to delivering energy efficiency improvements and the national net zero target of 2050. The City Corporation, for example, has recently committed to a plan that will make the Square Mile net zero carbon-emission by 2040, 10 years earlier than the Government's goal. The City Corporation's current review of its Local Plan will ensure new developments include carbon reduction plans in their designs and encourage more sustainable buildings including green roofs and walls. In addition, the need to enhance biodiversity, and create new open and green spaces for nature and people, are important aspects of the City's approach.
77. The City Corporation is ready to work with interested parties and MHCLG on the delivery of net zero and is keen to share its experience and research to inform the delivery of national targets. Delivery of net zero should consider emissions from all sources, covering scope 1, 2 and 3 emissions.
78. The City Corporation welcomes the White Paper's recognition of the important role that the planning system can play in achieving net zero carbon through new development and refurbishment. Other than reference to the Future Homes Standard, however, the consultation provides little detail of how zero carbon can be delivered in non-housing development.
79. The consultation's reference to the potential to reassign planning resources to focus more fully on planning and building regulation enforcement is noted. The White Paper is not clear, however, whether there is an expectation that planning authorities will take on a new role of assisting in the enforcement of building regulations. The consultation does not appear to acknowledge that building regulations are a separate regulatory regime requiring different skills and expertise - it would be inappropriate to rely on planning officers to enforce these regulations.

Pillar 3: planning for infrastructure and connected places

Proposal 19: The Community Infrastructure Levy should be reformed to be charged as a fixed proportion of the development value above a threshold, with a mandatory nationally-set rate or rates and the current system of planning obligations abolished.

80. The City Corporation has operated a CIL since 2014 alongside s106 planning obligations. The Government's policy approach has worked effectively. Recent

changes to CIL, such as removing the restriction on the mixing of s106 and CIL to fund infrastructure, are likely to allow more effective infrastructure delivery in the future.

81. The approach described above should, in broad terms, be retained. The requirements for CIL and s106 in the City are well known and understood by most developers and wholesale replacement with a new system would be a retrograde step. Evolution and refinement would provide continuity and certainty. It would also enable the continued use of s106 value to deliver site-specific mitigation and non-financial mitigation such as contributions towards training and skills provision.
82. There are elements of the proposed Infrastructure Levy that could usefully be incorporated into the existing system, such as the potential to borrow against future Levy receipts and greater flexibility on how the Levy could be spent to fund necessary infrastructure, rather than wider council services. The link between development and infrastructure improvements is necessary not only to mitigate the impact of development, but also to make development acceptable to local communities.
83. Clarification should be provided on the relationship between the Levy applied at borough level in London and the Mayoral Levy. Further information is needed on the proportion of funding that could be passed to the Mayor and the Mayor's role in administering the Levy at the local level.

Proposal 20: The scope of the Infrastructure Levy could be extended to capture changes of use through permitted development rights

84. The City Corporation welcomes the intention that the Levy could be applied to schemes delivered through permitted development rights and those where there is no uplift in floorspace. This will address a gap in current CIL guidance and ensure that impacts on infrastructure delivery arising from such changes can be addressed.

Proposal 21: The reformed Infrastructure Levy should deliver affordable housing provision

85. The Infrastructure Levy would enable the provision of off-site provision of housing, which will assist the City Corporation in the provision of new affordable housing on its estates outside of the City of London. However, the potential for off-site contributions or commuted sums is already set out in national guidance and such delivery does not require amendment.
86. The White Paper refers to affordable housing, defined in its widest sense and including a range of low cost home ownership products. The housing need in the City of London is primarily for social rented housing, with even low cost home ownership out of reach of many people on the City Corporation's housing register. Clarification should be provided that White Paper's definition of affordable housing includes social rented housing and provides flexibility for local definitions to meet local needs.

Proposal 22: More freedom could be given to local authorities over how they spend the Infrastructure Levy

87. The City Corporation welcomes the intention to give greater flexibility to local authorities in the spending of the Infrastructure Levy. This flexibility should be exercised in the context of the required infrastructure plans to ensure that the infrastructure necessary to support development and local communities is delivered. The direct link between development, infrastructure and mitigation needed to allow that development to proceed, is critical to ensure local community support for development. The most effective means of achieving this link is by maintaining and continuing with the current approach to infrastructure contributions through s106 and CIL.

Proposal 23: As we develop our final proposals for this new planning system, we will develop a comprehensive resources and skills strategy for the planning sector to support the implementation of our reforms.

88. The proposals would retain an element of nationally set planning fees to offset the cost of development management, but much of the cost of Local Plan preparation and design guidance preparation would be met through the Infrastructure Levy. In areas where there is little development, where there are significant amounts of Protected space, or where the uplift in development value is insufficient to justify an Infrastructure Levy charge, the consultation does not indicate where the additional funding for Local Planning services would come from. Making planning dependent on funding from development also runs the risk that inappropriate development could be permitted to ensure continued funding, that planning decisions are made on financial grounds, or that Local Planning services are perceived as being too closely associated with the development industry to the detriment of the local community. This is a particular concern if development value uplift is funding the preparation of Local Plans which, in turn, grant permission in principle for new development.

89. Funding for Local Planning services should continue to come principally from a combination of application fees and general taxation/local authority funding to ensure retention of the independence of the planning function.

Proposal 24: We will seek to strengthen enforcement powers and sanctions

90. The White Paper's proposal to strengthen enforcement powers and sanctions to ensure that Local Plan ambitions are met is welcomed. The City Corporation does not, however, agree that the changes outlined in the White Paper will deliver spare capacity, at a planning authority level, which could be reallocated to enforcement. The revised and accelerated Local Plan process and the production of design guides and codes will, in fact, require additional resources. The City Corporation therefore considers it likely that additional public funding will be needed to deliver on the ambitions for enhanced enforcement.

Summary of Key Messages

- a. The White Paper's approach in relation to Protected land is broadly welcomed. See paragraphs 13, 25.
- b. If the proposals on land use designation are adopted, the Protected designation should be expressly extended to include other important green areas. It is important that areas such as MOL, local wildlife sites and others are referenced as being within the definition of Protected areas. Paragraphs 14-19, 25-26
- c. The scope of Protected areas is not clearly defined and should explicitly include local and national designations, including MOL and SACs. Paragraphs 18-24, 26.
- d. The Government should make provision for existing protections for green and open spaces to be automatically carried over to the proposed Protected areas, so as to avoid any attrition on such areas during the transition to the new arrangements. Paragraphs 17, 24-26.
- e. Recognition that there are constraints on the housing formula is welcomed. The formula, which should be in the form of guidance, should allow local interpretation so as to enable to creation of buffer land close to important natural sites, for example. Paragraph 27.
- f. The proposed simplified zoning system will not allow for local variation or local determination and it is difficult to see how it can be applied in a complex central urban area. Paragraphs 28-29.
- g. The proposals should be made sufficiently flexible so that local development priorities such as the concentration of commercial premises in the City and other highly concentrated business districts can be preserved. Paragraphs 29, 31, 36.
- h. The Government should clarify that the delivery of buildings is a matter for the property development industry, not of a local planning authority. Paragraphs 30, 61.
- i. The ability for local communities and elected members to engage in the development process at the point of application must be retained. Paragraph 32, 47, 54.
- j. Variation at a local level should be permitted in response to local needs. Paragraphs 34-36, 54, 63.
- k. The prioritisation of commercial development in the City's geographic area should continue. Paragraph 36.
- l. Off site provision of housing should continue to be permitted. Paragraphs 36, 85.
- m. The determination of housing targets should remain at the local level, and should specifically include protections for green space in each area, including protections where such lands span several authority areas. Paragraphs 36, 42-45.
- n. Determination of planning permission in principle is not suited to smaller development sites found mostly in urban areas. Local plans could, however, be given greater weight in relation to areas allocated for development. Paragraphs 46-48.
- o. Simplification of planning application processes is broadly welcomed, but the importance of high quality decision making requires a longer timeframe than proposed in the consultation. Paragraphs 49-53.
- p. A Local Plan cannot be produced in 30 months, a longer time frame should be proposed. In urban areas, in particular, complex and overlapping designations

make it difficult to envisage how assessment and agreement can be completed in the timescale. Paragraphs 57-59.

- q. It is unlikely that the proposed reforms will create any spare capacity at the level of a planning authority. Paragraphs 59, 67, 70, 79, 90.
- r. The Government should undertake further work to ensure environmental protection and enhancement measures dovetail into environmental assessments. Paragraphs 73-74.
- s. The proposed energy efficiency standards for buildings are welcomed and should be extended to non-housing development. The City Corporation would work with MHCLG on such a project. Paragraphs 72, 76-79.
- t. The 'fast track for beauty' and the suggested approach based on guidance in local design guides and codes are welcomed but the Government should clarify that compliance with design guidance would not be the sole avenue for determining the acceptability of a development proposal. Paragraph 63-66, 69-70.
- u. An extension of permitted development rights is not supported. Paragraph 71.
- v. The proposed land designations should be calibrated to require development to deliver a net gain for the environment. Paragraphs 72, 76-77.
- w. The Community Infrastructure Levy and s106 planning obligations work well and should be retained in broad terms. The proposed flexibility on spending Infrastructure Levy is welcomed. Paragraphs 80-85, 87

***Office of the City Remembrancer
October 2020***

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Committee(s): Finance – For Decision Court of Common Council – For Decision Barbican Centre Board – For Information Community & Children’s Service – For Information Culture Heritage & Libraries – For Information Epping Forest & Commons – For Information Establishment Committee – For Information Hampstead Heath, Highgate Wood & Queens - For Information Licensing – For Information Open Spaces – For Information Planning & Transportation - For Information Port Health – For Information	Date(s): 13 October 2020 3 December 2020 18 November 2020 6 November 2020 23 November 2020 16 November 2020 29 th October 2020 25 November 2020 14 October 2020 2 December 2020 27 th October 2020 24 th November 2020
Subject: Resetting of departmental Budgets 2020/21	Public
Report of: Chamberlain	For Decision/Information
Report author: Julie Smith	

Summary

At Resource Allocation Sub Committee on 18th September 2020 Members considered and approved recommendations for budget adjustments of £15.6m , following a request at their July Committee for an in-year re-budgeting exercise to assist in repairing the damage to the City’s budgets arising from the COVID-19 pandemic. This was seen as a vital step in ensuring that we put our finances on a sustainable footing for the Medium Term.

Members of Finance Committee are asked to recommend to the Court of Common Council the budget adjustments outlined in this report totalling £15.2m to some departmental local risk budgets, (including a reduction of £400K to the original proposal to Resource Allocation Sub Committee for Open Spaces), to address the deficit in lost income due to the COVID-19 pandemic, and set realistic budgets that Chief officers can be held to this financial year (2020/21).

Members of the relevant Service Committees are asked to note the recommended budget adjustments which, subject to the agreement of the Court of Common Council in December, will be reflected in their detailed Revised Estimates 2020/21 and proposed Budget Estimates 2021/22 reports for their approval.

The mitigating steps leading up to the recommended budget adjustments include a thorough year end budget forecast exercise as at the end of July, informed by bi lateral meetings between the Chamberlain and Chief Officers, reaching a common understanding of the need for tight budgeting. This tight budgeting has resulted in

expenditure savings in local risk budgets of £21.3m, partially offsetting an income deficit of (£39.2m). This process was followed by Member lead bilaterals in September with those service areas most impacted by COVID.

The impact of COVID-19 stands at around (£28.4m) across all risks and funds of which (£17.9m) relates to Chief Officers local risk budgets. We are hopeful of recovering an estimated £13.6m from the Government's compensation for lost fees and charges of 75p in the pound net of associated expenditure reductions which will be used to offset the appropriate budget adjustments. The remaining City Fund COVID deficit would then need to be covered by scaling back the planned addition to the major projects reserve.

Further steps proposed are to maintain recruitment controls, including the use of Consultants, aligned to the roll out of the Target Operating Model (TOM) and continuing to press for further savings where possible to preserve the reserves position. Any residual COVID deficit will then be covered, in the case of City Fund, through an offsetting reduction in the Reserve.

Recommendation(s)

Members of Finance Committee are asked to:

- Note the steps already taken by officers to reduce the financial impact of the COVID-19 pandemic.
- Recommend to the Court of Common the adjusted departmental budgets totalling £15.2m outlined in this report, including a reduction of £400K to the original proposal to Resource Allocation Sub Committee for Open Spaces explained at paragraph 9.
- .
- Approve proposals to continue working with departments to identify further savings where possible.
- Approve continuation of recruitment controls aligned to the TOM which may give further savings in the year.
- As Service Committee, note the increase in budget of £1,084K for the Remembrancer

Members of the following Service Committees are asked to note the recommended budget adjustments as outlined below: -

- Barbican Centre Board: Increase of £12,452K
- Community & Children's services: Increase of £184K for Director of Community & Children's Services
- Culture Heritage & Libraries Committee – Increase of £392K for Open Spaces (Monument).

- Establishment Committee: Increase of £420K for Comptroller & City Solicitor
- Licensing Committee: £156K for Markets & Consumer Protection
- Open Spaces/Epping Forest & Commons/Hampstead Heath, Highgate Wood & Queens Committees: Increase of £66K.
- Planning and Transportation: Increase of £310K for Director of Built Environment
- Port Health:
 - Increase of £301K for Markets & Consumer Protection
 - Reduction of £148K in respect of Open Spaces (City of London Cemetery) due to increase in forecast income

Main Report

Background

1. On 18th September 2020 Members of Resource Allocation Sub Committee considered and approved recommendations for budget adjustments totalling £15.6m following their instruction to officers at their meeting in July, to carry out a re-budgeting exercise in the Autumn to assist in repairing the unprecedented damage to the City's budgets arising from the COVID-19 pandemic. This was seen as a vital step in ensuring that we put our finances on a sustainable footing for the Medium Term.
2. The following mitigating actions have been undertaken: -
 - Restriction of carry forwards from 2019/20 to protect the reserves position;
 - Recruitment controls; requiring a business case to recruit agreed by the Town Clerk
 - A review of high value contracts with City Procurement to see where any possible savings could be achieved and on-going monitoring to ensure value for money
 - An in-depth departmental re-forecasting exercise undertaken as at the end of July, crystallising expenditure reductions to limit COVID impact;

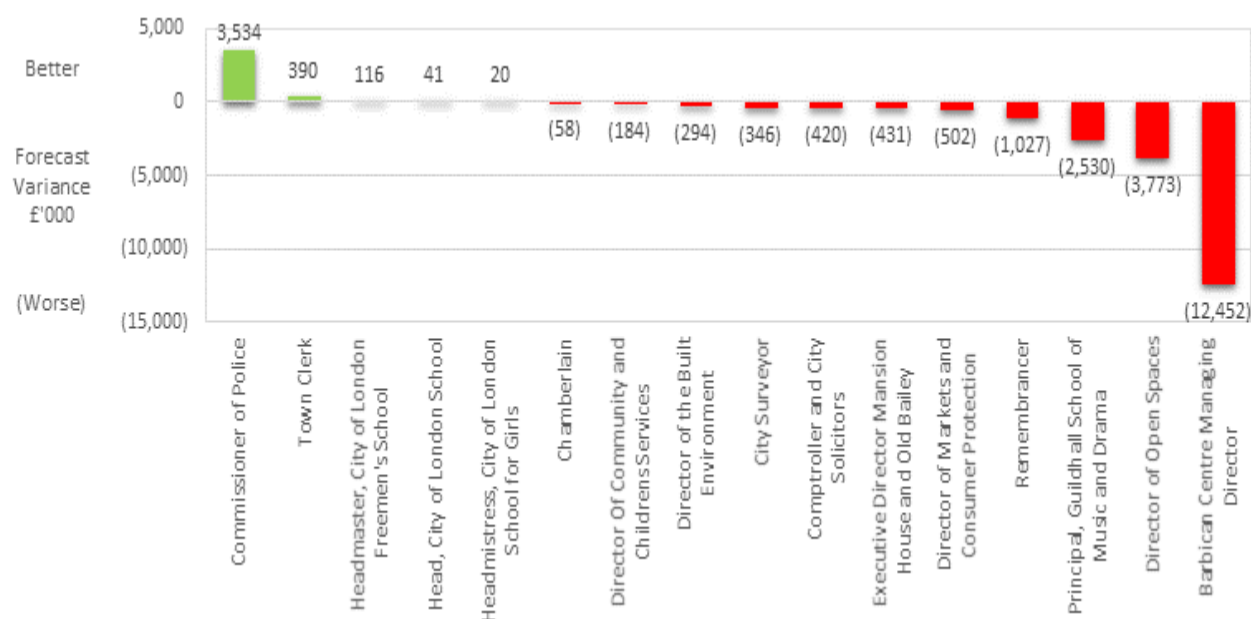
- Collaborative bilateral meetings between the Chamberlain and Chief Officers took place resulting in a common understanding of the need for continued tight budgeting;
- Member bilaterals (Chair/Deputy Chairman of RA Sub) with some Service Committee Chairmen and Chief Officers.
- A review of the Cyclical Works Programme (CWP) with the City Surveyor as unlikely to complete a significant amount of work in year due to suspension during the lockdown period; and
- Seeking government funding where possible through compensation on lost fees and charges of 75p in the pound on City Fund income.

Current Position

3. Despite the mitigating actions being taken, we face, as a result of COVID-19, a major challenge to the health of our finances. The forecast deficit at the end of July currently stood at (£28.4m) across the funds before government compensation for income lost from fees and charges. The breakdown by fund across both central and local risk is (£16.8m) City Fund, (£7.0m) City's Cash and (£4.6m) Bridge House Estates.
4. For Chief officers' cash limited budgets, a year-end forecast over spend of (£17.9m) is forecast against a budget of (£247.9m) (7.2%).
5. The table below shows the high-level year end forecast position for Chief Officer's local risk budgets by fund:

£'000	Original budget 2020/21	Latest budget 202/21 (including carry forwards)	Forecast as at end of July	Variance
City Fund (CF) (excl. Police)	(72,503)	(74,668)	(87,919)	(13,251)
City's Cash (CC)	(43,679)	(43,967)	(48,206)	(4,239)
Bridge House Estates (BHE)	(6,186)	(6,186)	(8,741)	(2,555)
Guildhall Administration (GA)	(37,938)	(38,206)	(39,611)	(1,405)
Total (excluding Police)	(160,306)	(163,027)	(184,477)	(21,450)
Police	(84,884)	(84,884)	(81,350)	3,534
Grand Total	(245,190)	(247,911)	(265,827)	(17,916)

6. The forecast position comprises a reduction in income of (£39.2m) on an income budget of £294m, partially offset by an underspend of £21.3m on budgeted expenditure of (£542.1m); demonstrating the action taken by Chief Officers to reduce expenditure to limit the impact as far as possible of reductions in income.
7. Chief Officers' variances against net local risk budgets are shown in the chart below. The detailed breakdown by Chief Officer by Fund is shown at Appendix 1.



8. The most heavily impacted is the Barbican Centre; forecasting an overall overspend of (£12.5m) at year end. This comprises a shortfall of (£22.0m) on income due to the centre being closed, and limited activity being forecast for the remainder of the financial year due to social distancing measures. Expenditure has however, been reduced by £9.6m due to activity reductions and a hold on all non-essential expenditure. **It is proposed to reset the budget envelope from (£17,389) to (£29,841)**
9. Open Spaces is forecasting an overspend of (£3.7m) broken down as follows: -
 - (£3.1m) BHE due to income shortfalls relation to Tower Bridge. It is proposed that the Tower Bridge shortfall is covered by a reduction in transfer to BHE reserves at year end.
 - (£858k) City's Cash forecast income deficit on City's Cash. Following a Senior Member lead bilateral meeting with the Director of Open Spaces and the Chamberlain, and subsequent discussion at Resource Allocation Sub Committee on 18th September it, was concluded that there was scope to reduce expenditure and increase income further at Epping Forest. **it is therefore proposed to reduce the Open Spaces budget adjustment by £400K and reset the latest approved budget from (£11,852) to (£12,310) to cover the Monument income shortfall of £392K; the balance of £66K for income shortfalls at other Open Spaces** It is recognised that there is pressure on Epping Forest budgets which we will

continue to focus on, with an understanding this might lead to a year end overspend.

- £148k City Fund forecast under spend of £148K is due to additional income from the City of London Cemetery activity. **It is proposed to rest this budget from £564k to £712k to be utilised towards the additional costs to City Fund.**
10. GSMD is forecast to be (£2.5m) worse than budget reflecting lost income from short courses, letting student accommodation and space to external providers during summer term, removing bar and catering income and reduced fees from under-18 provision. Further losses may arise depending on the number of students returning for the new academic year. In addition, GSMD will incur additional costs for space, equipment and staffing to support socially distanced onsite as well as online teaching. The City is a joint funder with the Office for Students and there is an agreement not to reduce the City's contribution to continue to secure Higher Education Statistics Agency (HESA) Funding. It is anticipated that GSMD continue to call on their reserves; the same approach as for the City's Independent Schools (see paragraph 19).
 11. Remembrancer has a forecast deficit due to loss in income of (£1.0m) due to no private event hire taking place at Guildhall since the start of the financial year. Three of the four most lucrative months in the year - May, June, September and November - will achieve nil or very nearly nil income. **It is proposed to reset the budget from £274k to (£810k) to cover the loss of income.**
 12. The Director of Markets and Consumer Protection is forecasting an overspend of (£502k), mainly on City Fund activity (£457K) due to increased costs at the Ports in preparation for Brexit and loss of income at the Animal Reception Centre. The balance on City's Cash relates to lost income from car parking charges at Billingsgate and Smithfield Markets. **It is proposed to reset City Fund budget from (£2,240k) to (£2,697k) to cover the income deficit.**
 13. Mansion House and Old Bailey forecast overspend of (£431K) includes recovery of an overspend of (£248K) from 2019/20. At the bilateral meeting with the Executive Director further expenditure savings were discussed, **therefore no budget reset is proposed at this time.**
 14. The Comptroller and City Solicitor is forecasting an external income deficit of (£420K) due to a lack of property deals. **It is proposed to reset the budget from (£845k) to (£1,265k) to cover the income shortfall.**
 15. The City Surveyor is forecasting a net overspend across the funds of (£346K), this includes a carry forward of (£320K) from 2019/20. **It is not proposed to reset the budget for 2020/21 at this time.**
 16. The Director of the Built Environment (DBE) forecast an overspend of (£310K), mainly relates to a forecast income shortfall of (£2.5m), most significantly within off-street parking, traffic management, public conveniences, drains & sewers and building control services. However, expenditure reductions of some £2.3m through

reduction in highways repairs and maintenance, early removal of Automated public conveniences and contract savings have reduced the impact considerably. **It is proposed to reset the budget from (£20,243K) to (£20,553K) to cover the net deficit.**

17. The Director of Community and Children's services is forecasting an overspend of (£184K), the largest pressure is on rough sleepers and homelessness budget due to COVID-19, at an estimated cost of (£1.4m) until 31st March 2021. The majority of the extra costs are being absorbed by a current underspend on adults/older people social care. Income levels are estimated to be around 30% once services reopen. **It is proposed to reset the Director's budget from (£12,791K) to (£12,975K) to address the shortfall.**
18. The Chamberlain is forecasting a net overspend across the funds of (£58K). This is due to various additional essential unbudgeted expenditure, including additional staff resource for essential financial modelling work. There is also income loss in Freedom ceremonies due to the COVID 19 pandemic. **It is not proposed to reset the Chamberlain's budget at this time.**
19. The Independent Schools are managing within their reserves as shown by their breakeven position. No budget resets are therefore proposed.
20. The Town Clerks overall forecast position is a net underspend of £350K. However, this includes additional P&R income of £990k expected in relation to COVID related grants to reimburse expenditure for works undertaken by the Strategic COVID Group, which is offset by income shortfalls in Cultural Heritage. **It is not proposed, therefore, to reset the Town Clerk's budgets.**
21. The Commissioner of Police is currently forecasting an underspend of £3.5m. It is proposed to continue to monitor the Police position, recognising that any underspend will be directed to repayment of the Action Fraud loan to the City Corporation.

Proposals

22. It is proposed that Finance Committee Members recommend to the Court of Council that local risk budgets are reset for the following departments as summarised in the table below: -

£'000

Department	From	To	(Increase) /Reduction	Fund
Barbican Centre	(17,389)	(29,841)	(12,452)	CF
Open Spaces	(11,852)	(12,310)	(458)	CC
Open Spaces	564	712	148	CF
Remembrancer	274	(810)	(1,084)	GA
Markets & Consumer Protection	(2,240)	(2,697)	(457)	CF
Comptroller & City Solicitor	(845)	(1,265)	(420)	GA
DBE	(20,243)	(20,553)	(310)	CF
Community & Children's services	(12,791)	(12,975)	(184)	CF
Total	(64,522)	(79,739)	(15,217)	

23. Where Chief Officers local risk budgets are not recommended for adjustment, but significant efforts have been made to mitigate the position/deliver savings, it is proposed discussions take place at year end regarding handling of any overspend positions.
24. Our current estimates indicate support from the Government for lost fees and charges on City Fund income could be in the region of £13.6m. The first claim from April until end of July was submitted at the end of September. The income recovered will be used to offset the appropriate budget adjustments proposed.
25. It is also proposed to continue with the current recruitment constraint, including the use of Consultants, aligned to the rollout of the Target Operating Model to secure further savings by the end of the financial year.
26. Further savings will also continue to be explored with departments to reduce the overall impact on the reserves position.
27. The budget in the Medium-Term Financial Plan (MTFP) for the CWP in 2020/21 is £22.8m. The latest forecast estimate for works anticipated to be completed is £10.7m. A report is being prepared by the City Surveyor outlining proposals for a revised annual programme from 2021/22.

Financial Implications

28. The overall 2020/21 City Fund starting position would have added £27.3m to reserves to contribute to the future financing of the major projects.
29. The proposed COVID adjustments to Chief Officers local risk budgets total £15.2m (£14m City Fund and £1.2m City's Cash). The £14m City Fund adjustment can be

met by scaling back the addition to the major projects reserve to £13.3m. The City Cash adjustment of £1.2m can be funded but will impact the net asset position.

Conclusion

30. Despite the mitigating actions being taken, we face, as a result of COVID-19, a major challenge to the health of our finances. Proposals to reset budgets for Chief Officers most impacted by loss of local risk income will provide realistic budgets for them to be held to.

Appendices

- Appendix 1 – Chief Officers local risk end of year forecast at end of July 2020 by fund

Background Papers

- Briefing 2 – Financial impact of COVID 19 – Finance Committee 19 May 2020
- Resetting of Budgets 2020/21 – Resource Allocation Sub Committee 18 September 2020.

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Chief Officer Cash Limited Budgets by Fund					
Original Budget £'000	Chief Officer	Full Year Forecast as at 31 July 2020			
		Latest Budget	Forecast	Variance Better / (Worse)	
		£'000	£'000	£'000	%
	City Fund				
(1,755)	Chamberlain	(1,755)	(1,420)	335	19%
(5,117)	City Surveyor	(5,240)	(5,109)	131	2%
(11,168)	Director of Community and Children's Services	(12,791)	(12,975)	(184)	(1%)
(2,199)	Director of Markets and Consumer Protection	(2,240)	(2,697)	(457)	(20%)
564	Director of Open Spaces	564	712	148	26%
(20,196)	Director of the Built Environment	(20,243)	(20,553)	(310)	(2%)
(402)	Executive Director Mansion House and Old Bailey	(242)	(531)	(289)	(120%)
(17,165)	Managing Director, Barbican Centre	(17,389)	(29,841)	(12,452)	(72%)
(15,065)	Town Clerk	(15,332)	(15,504)	(172)	(1%)
(72,503)	Total City Fund (excluding Police)	(74,668)	(87,919)	(13,251)	(18%)
	City's Cash				0%
(99)	Chamberlain	(99)	(174)	(75)	0% (76%)
(16,228)	City Surveyor	(16,143)	(16,972)	(829)	(5%)
(1,052)	Director of Community and Children's Services	(1,122)	(1,122)	0	0%
(1,365)	Director of Markets and Consumer Protection	(1,668)	(1,713)	(45)	(3%)
(11,822)	Director of Open Spaces	(11,852)	(12,710)	(858)	(7%)
(3,334)	Executive Director Mansion House and Old Bailey	(3,246)	(3,388)	(142)	(4%)
(1,217)	Head, City of London Boy's School	(1,217)	(1,176)	41	3%
118	Headmaster, City of London Freeman's School	118	234	116	98%
(275)	Headmistress, City of London School for Girls	(275)	(255)	20	7%
(6,799)	Principal, Guildhall School of Music and Drama	(6,799)	(9,329)	(2,530)	(37%)
(1,391)	Remembrancer	(1,391)	(1,334)	57	4%
(215)	Town Clerk	(273)	(268)	5	2%
(43,679)	Total City's Cash	(43,967)	(48,206)	(4,239)	(10%)
	Bridge House Estates				0%
(45)	Chamberlain	(45)	(45)	0	0% (0%)
(2,703)	City Surveyor	(2,703)	(2,690)	13	0%
(243)	Director of Open Spaces	(243)	(3,306)	(3,063)	(1,260%)
(275)	Director of the Built Environment	(275)	(259)	16	6%
(2,920)	Town Clerk	(2,920)	(2,441)	479	16%
(6,186)	Total Bridge House Estates	(6,186)	(8,741)	(2,555)	(41%)
	Guildhall Administration				0%
(22,165)	Chamberlain	(22,358)	(22,676)	(318)	(1%) (0%)
(8,666)	City Surveyor	(8,686)	(8,347)	339	4%
(845)	Comptroller and City Solicitor	(845)	(1,265)	(420)	(50%)
274	Remembrancer	274	(810)	(1,084)	(395%)
(6,536)	Town Clerk	(6,591)	(6,513)	78	1%
(37,938)	Total Guildhall Administration	(38,206)	(39,611)	(1,405)	(4%)
(160,306)	Grand Total (excluding Police)	(163,027)	(184,477)	(21,450)	(13%)
(84,884)	Commissioner of Police (City Fund)	(84,884)	(81,350)	3,534	4%
(245,190)	Grand Total	(247,911)	(265,827)	(17,916)	(7%)

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