



Hampstead Heath, Highgate Wood and Queen's Park Committee

- Date:** WEDNESDAY, 26 MAY 2021
- Time:** 4.00 pm
- Venue:** VIRTUAL MEETING (ACCESSIBLE REMOTELY)
- Members:** Deputy David Bradshaw
Karina Dostalova
Anne Fairweather
Alderman Prem Goyal
Michael Hudson
Alderman Gregory Jones QC
Wendy Mead
Jason Pritchard
Deputy John Tomlinson
William Upton QC
Caroline Haines (Ex-Officio Member)
Oliver Sells QC (Ex-Officio Member)
Yianni Andrews (Royal Society for the Protection of Birds)
John Beyer (Heath & Hampstead Society)
Chris Byers (English Heritage)
Councillor Richard Cornelius (London Borough of Barnet)
Pam Hampshire (Ramblers' Association)
- Enquiries:** Leanne Murphy
leanne.murphy@cityoflondon.gov.uk

Accessing the virtual public meeting

Members of the public can observe this virtual public meeting at the below link:

<https://youtu.be/uDjY9dgsUBU>

This meeting will be a virtual meeting and therefore will not take place in a physical location following regulations made under Section 78 of the Coronavirus Act 2020. A recording of the public meeting will be available via the above link following the end of the public meeting for up to one municipal year. Please note: Online meeting recordings do not constitute the formal minutes of the meeting; minutes are written and are available on the City of London Corporation's website. Recordings may be edited, at the discretion of the proper officer, to remove any inappropriate material.

John Barradell
Town Clerk and Chief Executive

AGENDA

Part 1 - Public Agenda

1. **APOLOGIES**
2. **MEMBERS' DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THIS AGENDA**
3. **ORDER OF THE COURT OF COMMON COUNCIL**
To receive the Order of the Court of Common Council dated 15 April 2021 appointing the Committee and setting its Terms of Reference.

For Information
(Pages 7 - 8)
4. **ELECTION OF CHAIRMAN**
To elect a Chairman in accordance with Standing Order No.29.

For Decision
5. **ELECTION OF DEPUTY CHAIRMAN**
To elect a Deputy Chairman in accordance with Standing Order No. 30.

For Decision
6. **APPOINTMENT OF SUB COMMITTEES, CONSULTATIVE COMMITTEES AND GROUPS AND REPRESENTATIVES ON OTHER BODIES**
Report of the Town Clerk.

For Decision
(Pages 9 - 14)
7. **MINUTES**
To agree the public minutes and non-public summary of the meeting held on 24 February 2021.

For Decision
(Pages 15 - 24)
8. **OTHER MINUTES**

For Information

 - a) **Hampstead Heath Consultative Committee**
To receive the draft public minutes of the Hampstead Heath Consultative Committee meeting held on 19 April 2021.

(Pages 25 - 34)
 - b) **Highgate Wood Consultative Group**
To receive the draft public minutes of the Highgate Wood Consultative Group meeting held on 21 April 2021.

(Pages 35 - 40)

- c) **Queen's Park Consultative Group**
To receive the draft public minutes of the Queen's Park Consultative Group meeting held on 21 April 2021.
(Pages 41 - 46)
9. **FRONT LINE WORK UPDATE**
Member of the Heath Team to be heard.
For Information
10. **SUPERINTENDENT'S UPDATE**
Report of the Director of Open Spaces.
For Decision
(Pages 47 - 56)
- a) Appendix 1 - Hampstead Heath Annual Work Programme Projects 2021-22 (Pages 57 - 64)
- b) Appendix 2 - Highgate Wood Annual Work Programme Projects 2021-22 (Pages 65 - 66)
- c) Appendix 3 - Queen's Park Annual Work Programme Projects 2021-22 (Pages 67 - 68)
- d) Appendix 4 - Hampstead Heath Drone Guidance 2021 (Pages 69 - 72)
- e) Appendix 5 - Biodiversity Interpretation Boards (Pages 73 - 76)
- f) Appendix 6 - Heath Extension Play Area Improvements Design Brief (Pages 77 - 80)
- g) Appendix 7 - Camden Council Dockless Bike Parking Consultation (Pages 81 - 110)
- h) Appendix 8 - Sports & Wellbeing Forum - Terms of Reference (Pages 111 - 114)
- i) Appendix 9 - Hampstead Professional Dog Walking Association letter (Pages 115 - 118)
- j) Appendix 10 - Highgate Wood Divisional Plan 2021-24 (Pages 119 - 124)
- k) Appendix 11 - Queen's Park Wood Divisional Plan 2021-24 (Pages 125 - 130)
11. **HAMPSTEAD HEATH BATHING POND AND LIDO ANNUAL REPORT 2020-21**
Report of the Director of Open Spaces.
For Decision
(Pages 131 - 168)
12. **HAMPSTEAD HEATH, HIGHGATE WOOD AND QUEEN'S PARK RISK MANAGEMENT**
Report of the Director of Open Spaces.
For Decision
(Pages 169 - 192)

13. **HAMPSTEAD HEATH TRUSTEES ANNUAL REPORT AND CONSOLIDATED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020**
Joint report of the Chamberlain and Director of Open Spaces.
For Information
(Pages 193 - 236)
14. **HIGHGATE WOOD & QUEEN'S PARK KILBURN TRUSTEES ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020**
Joint report of the Chamberlain and Director of Open Spaces.
For Information
(Pages 237 - 270)
15. **REVENUE OUTTURN 2020/21 - HAMPSTEAD HEATH, HIGHGATE WOOD AND QUEEN'S PARK**
Joint report of the Chamberlain and Director of Open Spaces.
For Information
(Pages 271 - 276)
16. **REPORT OF ACTION TAKEN**
Report of the Town Clerk.
For Information
(Pages 277 - 278)
17. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
18. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**

| | |
|----------------|---|
| RUSSELL, Mayor | RESOLVED: That the Court of Common Council holden in the Guildhall of the City of London on Thursday 15 th April 2021, doth hereby appoint the following Committee until the first meeting of the Court in April, 2022. |
|----------------|---|

HAMPSTEAD HEATH, HIGHGATE WOOD & QUEEN'S PARK COMMITTEE

1. **Constitution**

A Non-Ward Committee appointed pursuant to the London Government Reorganisation (Hampstead Heath) Order 1989 consisting of not fewer than 18 Members in the following categories:-

- not fewer than 12 Members elected by the Court of Common Council, at least one of whom shall have fewer than five years' service on the Court at the time of their appointment
- the Chairman and Deputy Chairman of the Open Spaces & City Gardens Committee (ex-officio)
- plus, for the consideration of business relating to Hampstead Heath only, at least six representatives who must not be Members of the Court of Common Council or employees of the City of London Corporation and at least six of whom are to be appointed as follows:-
 - one after consultation with the London Borough of Barnet
 - one after consultation with the London Borough of Camden
 - one after consultation with the owners of the Kenwood lands
 - three after consultation with bodies representing local, ecological, environmental or sporting interests

The Chairman of the Committee shall be elected from the City Corporation Members.

2. **Quorum**

A. For Hampstead Heath business the quorum consists of seven Members, at least one of whom must be a non-Common Council Member.

B. For Highgate Wood and Queen's Park business the quorum consists of three Members.

3. **Membership 2021/22**

- 9 (4) Karina Dostalova
- 6 (4) Anne Helen Fairweather
- 4 (4) David John Bradshaw, Deputy
- 4 (3) Prem Goyal, O.B.E., J.P., Alderman
- 4 (3) Gregory Percy Jones, Q.C., Alderman
- 6 (3) John Tomlinson, Deputy
- 7 (2) Michael Hudson
- 4 (2) Wendy Mead, O.B.E.
- 5 (1) William Upton, Q.C.

Vacancy

Vacancy

Vacancy

Together with the ex-officio Members referred to in paragraph 1 above and the following representatives from outside organisations:-

| | | |
|---|---|------------------------------|
| Heath and Hampstead Society | - | John Beyer |
| English Heritage | - | Christopher Byers |
| Royal Society for the Protection of Birds | - | Yianni Andrews |
| London Borough of Barnet | - | Councillor Richard Cornelius |
| London Borough of Camden | - | <i>Vacancy</i> |
| Ramblers' Society | - | Pam Hampshire |

4. **Terms of Reference**

To be responsible, having regard to the overall policy laid down by the Open Spaces & City Gardens Committee, for:-

- (a) expressing views or making recommendations to the Open Spaces and City Gardens Committee for that Committee's allocation of grants which relate to Hampstead Heath, Highgate Wood & Queen's Park.

Hampstead Heath

- (b) devising and implementing the City of London Corporation's policies and programmes of work in relation to Hampstead Heath (registered charity no. 803392) (and, in fulfilling those purposes, to have regard to any representations made to it by the Hampstead Heath Consultative Committee) in accordance with the London Government Re-organisation (Hampstead Heath) Order 1989;

- (c) exercising all the City of London Corporation's powers and duties relating to Hampstead Heath, including those set out in Regulation 5 of the London Government Re-organisation (Hampstead Heath) Order 1989, or in any Act or Statutory Instrument consolidating, amending or replacing the same;

Highgate Wood & Queen's Park

- (d) devising and implementing the City of London Corporation's policies and programmes of work in relation to Highgate Wood and Queen's Park (registered charity no. 232986) (and, in fulfilling those purposes, to have regard to any representations made to it by the Highgate Wood Joint Consultative Committee and the Queen's Park Joint Consultative Group) in accordance with the provisions of the Highgate Wood and Kilburn Open Spaces Act 1886;

Consultative Committees

- (e) appointing such Consultative Committees and Groups as are considered necessary for the better performance of its duties including, but not limited to, a
- Hampstead Heath Consultative Committee
 - Highgate Wood Joint Consultative Committee
 - Queen's Park Joint Consultative Group

Agenda Item 6

| | |
|--|------------------------------|
| Committee: Hampstead Heath, Highgate Wood and Queen's Park Committee | Dated: 26 May 2021 |
| Subject: Appointment of Sub Committees, Consultative Committees and Groups and Representatives on Other Bodies | Public |
| Report of: Town Clerk | For Decision |
| Report author: Leanne Murphy, Town Clerk's Department | |

Summary

This report sets out the terms of reference and composition of the Hampstead Heath, Highgate Wood and Queen's Park Committee's consultative committees and groups, and the appointments it is invited to make to other bodies. Members are asked to consider those terms of reference and composition(s) and make a number of appointments.

Recommendation(s)

That Members:-

- Note the terms of reference and composition of the Hampstead Heath Consultative Committee;
- Agree the terms of reference and composition of the Highgate Wood and Queen's Park Consultative Groups;
- Appoint up to three Members of this Committee to serve on both the Highgate Wood and Queen's Park Consultative Groups;
- Appoint a local representative from this Committee to observe meetings of the Open Spaces and City Gardens Committee;
- Appoint a Member of this Committee to serve on the Keats House Consultative Committee.

Main Report

Background

1. The first meeting of this Committee following its annual appointment by the Court of Common Council is an opportunity for Members to consider the appointment of any Sub Committees, Consultative Committees and Groups and Representatives on Other Bodies that it considers appropriate.

Hampstead Heath Consultative Committee

2. The composition and terms of reference of the Hampstead Heath Consultative Committee are set out in the London Government Reorganisation (Hampstead Heath) Order 1989.
3. Members are asked to note the terms of reference and composition of the Consultative Committee set out in the appendix.

Highgate Wood Consultative Group

4. The composition and terms of reference of the Highgate Wood Consultative Group are set out in the attached appendix. Members are asked to agree the terms of reference and composition set out in the attached appendix and appoint up to three members of the Grand Committee to serve on the Consultative Group.

Queen's Park Consultative Group

5. The composition and terms of reference of the Queen's Park Consultative Group are set out in the attached appendix. Members are asked to agree the terms of reference and appendix and to appoint up to three members of the Grand Committee to serve on the Consultative Group.

Local Representative to the Open Spaces and City Gardens Committee

6. Each year the City's Open Spaces and City Gardens Committee invites a local representative from this Committee to attend their meetings as an observer. The Open Spaces and City Gardens Committee is responsible for the strategic management of the City of London Corporation's Open Spaces. Members are asked to nominate one Committee member from among their number to serve in this capacity.

Local Representative to the Keats House Consultative Committee

7. Each year the City's Culture, Heritage and Libraries Committee invites a Member of this Committee to serve on its Keats House Consultative Committee. The terms of reference of the Committee is set by that Culture, Heritage and Libraries Committee and is 'to make representations to the Culture, Heritage and Libraries Committee about any matter which, in the opinion of the Consultative Committee, affects or is likely to affect Keats House.' Members are asked to nominate one Committee member from among their number to serve in this capacity.

Leanne Murphy

Town Clerk's Department
City of London Corporation
T: 0207 332 3008
E: leanne.murphy@cityoflondon.gov.uk

Appendix 1 – Hampstead Heath, Highgate Wood and Queen’s Park Consultative Committees and Groups: Terms of Reference and Composition

Hampstead Heath Consultative Committee

N.B. The Consultative Committee’s Terms of Reference and Composition are defined in the London Government Reorganisation Order 1989

Terms of Reference

- To make representations to the Grand Committee about any matter which, in the opinion of the Consultative Committee, affects or is likely to affect the Heath lands.
- The Chairman of the Grand Committee shall be the Chairman of the Consultative Committee.
- The Consultative Committee shall meet not less than twice in each year.
- The quorum of the Consultative Committee be seven, at least one of whom must be a member of the City of London Corporation.
- The City may apply to the proceedings and place of meeting of the Committee any standing orders to which the proceedings and place of meeting of other committees of the City are subject but, subject to any such application and the provisions of this Schedule [Schedule 3 of the London Government Reorganisation Order 1989], Part IV of Schedule 12 to the 1972 Act (except paragraph 45) shall apply to meetings and proceedings of the Committee as if the Committee of a local authority.
- The Chairman shall, unless he resigns or becomes disqualified, continue in office until his successor becomes entitled to act as Chairman.

Composition

- Chairman of the Grand Committee and not less than 19 other Members of whom one shall be appointed from among the Members of the Grand Committee.
- Remaining Members shall be appointed from among persons who are neither Council members nor employees of the City; and of these –
 - (a) Eight shall be appointed after consultation with the Hampstead Area Conservation Advisory Committee, the Hampstead Garden Suburb Residents’ Association, the Heath and Old Hampstead Society, the Highgate Conservation Area Advisory Committee, the Highgate Society, the Joint Amenity Groups of Hampstead, the South End Green Association, the Vale of Health Society, and such other bodies appearing to the City to represent local interests as it considers appropriate;
 - (b) Three shall be appointed after consultation with the London Council for Sport and Recreation and such other bodies appearing to the City to represent sporting interests as it considers appropriate;
 - (c) Five shall be appointed after consultation with the Flora and Fauna Preservation Society, the London Wildlife Trust, the Marylebone Birdwatching Society, the Open Spaces Society, the Ramblers’ Association, and other such bodies appearing to the City to represent ecological interests as it considers appropriate;

- (d) One shall be appointed after consultation with such bodies appearing to the City to represent interests of disabled persons as it considers appropriate and;
- (e) One shall be appointed after consultation with the Friends of Kenwood and such other bides appearing to the City to be concerned with the management of Kenwood lands as is considers appropriate.

Highgate Wood Consultative Group

Terms of Reference

- To make representations to the Grand Committee about any matter which, in the opinion of the Consultative Group, affects or is likely to affect Highgate Wood.
- The Chairman or their representative of the Grand Committee shall be the Chairman of the Consultative Group.

Composition

- Chairman and Deputy Chairman of the Grand Committee
- Three other Members of the Grand Committee
- Any other representative of such bodies appearing to the City to represent local interests including but not restricted to,
 - Muswell Hill and Fortis Green Association
 - Highgate Society
 - Tree Trust for Haringey
 - London Borough of Haringey
 - Highgate Conservation Area Advisory Committee
 - Muswell Hill Friends of the Earth
 - Friends of Queen's Wood
 - Highgate Society

Queen's Park Consultative Group

Terms of Reference

- To make representations to the Grand Committee about any matter which, in the opinion of the Consultative Group, affects or is likely to affect Queen's Park.
- The Chairman of the Grand Committee or their representative shall be the Chairman of the Consultative Group.

Composition

- Chairman and Deputy Chairman of the Grand Committee
- Three other Members of the Grand Committee
- Any other representative of such bodies appearing to the City to represent local interests including but not restricted to,
 - Ark Franklin Primary School
 - London Borough of Brent
 - Queen's Park Area Residents' Association
 - Friends of Salusbury School
 - Kensal Rise Residents' Association

Appendix 2 – 2020/21 Appointments

Hampstead Heath Consultative Committee

Anne Fairweather (Chair)
Karina Dostalova (Deputy Chairman)

Highgate Wood Joint Consultative Group

Anne Fairweather (Chair)
Karina Dostalova (Deputy Chairman)
Deputy John Tomlinson
William Upton QC
Vacant

Queen's Park Joint Consultative Group

Anne Fairweather (Chair)
Karina Dostalova (Deputy Chairman)
Ruby Sayed
Vacant
Vacant

Open Spaces and City Gardens Committee

Wendy Mead
Anne Fairweather (Chair) to attend in an ex officio capacity

Keats House Consultative Committee

Deputy John Tomlinson
Anne Fairweather (Chair) to attend in an ex officio capacity

This page is intentionally left blank

HAMPSTEAD HEATH, HIGHGATE WOOD AND QUEEN'S PARK COMMITTEE **Wednesday, 24 February 2021**

Minutes of the virtual meeting of the Hampstead Heath, Highgate Wood and Queen's Park Committee (https://youtu.be/_RVRzzbAgRg) held on Wednesday, 24 February 2021 at 4.00 pm

Present

Members:

Anne Fairweather (Chair)
Karina Dostalova (Deputy Chairman)
Deputy David Bradshaw
Alderman Prem Goyal
Alderman Gregory Jones QC
Deputy Edward Lord
Wendy Mead
Ruby Sayed
Deputy John Tomlinson
William Upton QC
Yianni Andrews (Royal Society for the Protection of Birds)
John Beyer (Heath & Hampstead Society)
Chris Byers (English Heritage)
Richard Cornelius (London Borough of Barnet)
Caroline Haines (Ex-Officio Member)
Oliver Sells QC (Ex-Officio Member)

In attendance:

David Humphries - Tree Management Officer, Hampstead Heath

Officers:

Colin Buttery - Director of Open Spaces
Bob Warnock - Superintendent of Hampstead Heath
Katherine Radusin - PA to Superintendent of Hampstead Heath
Alison Bunn - Head of Facilities Management, City Surveyor's Department
Mark Jarvis - Head of Finance, Chamberlain's Department
Gerry Kiefer - Department Business Manager, Open Spaces Department
Richard Gentry - Constabulary and Queen's Park Manager, Hampstead Heath
Declan Gallagher - Operational Services Manager, Hampstead Heath
Jonathan Meares - Highgate Wood, Conservation & Trees Manager
Yvette Hughes - Business Manager, Hampstead Heath
Paul Maskell - Leisure and Events Manager, Hampstead Heath
Leanne Murphy - Town Clerk's Department

1. APOLOGIES

Apologies were received from Michael Hudson and Adeline Siew Yin Au.

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

There were none.

3. **MINUTES**

RESOLVED, that the public minutes of the meeting held on 7 January 2021 were approved as a correct record.

4. **HAMPSTEAD HEATH CONSULTATIVE COMMITTEE**

The draft public minutes of the Hampstead Heath Consultative Committee (HHCC) meeting held on 25 January 2021 were received.

5. **FRONT LINE WORK UPDATE**

Members received a verbal update from David Humphries, Tree Management Officer for Hampstead Heath, Highgate Wood and Queen's Park, providing a front-line worker perspective on the issues experienced concerning tree management.

Members were advised that the pandemic had directly impacted the Tree Teams work. The Heath is very heavily compacted in areas, which was impacting on soil health and the ecology it supports. Members were shown pictures of stock fencing around trees, which has been installed to help reduce soil compaction.

After 35 years working at the Heath, the Tree Officer highlighted that he had never seen the Heath used as heavily as it has been throughout the pandemic. There had also been a noticeable seasonal change in recent years and these issues were also having a subsequent impact on the health of the soil and environments. Compaction of soil would be an ongoing issue and legacy of the impact was not yet fully understood by Officers.

It was noted that tree inspection surveys were now up to date. It was estimated that 11% of the Heath's veteran trees had been lost over the last 18 years. There are 470 veteran trees, compared to 530 recorded during a 2002 study. There had also been an increase in tree failures during 2020, with 110 failures recorded, compared to the mean average of 70 a year.

A Member questioned if soil compaction and tree failure was a result of climate change or the recent pandemic impact. Members were informed that the pandemic had had a significant impact, but Officers were also carrying out more ecology work concerning urban heat from climate change.

With respect to the protection of veteran trees, a Member recommended using dead hedging instead of fencing. Members were advised that dead hedging had been traditionally used around individual trees, but sadly instances of arson had led to more damage. Dead hedging was used as a short-term option and new options such as chestnut pale fencing and semi-permanent stock fencing would be used.

6. **ANNUAL REVIEW OF TERMS OF REFERENCE**

Members considered a report of the Town Clerk concerning the Committee's Terms of Reference.

RESOLVED - That:-

- the Terms of Reference of the Committee, subject to any comments, be approved for submission to the Court in April 2021 as set out in the appendix; and
- any further changes in the lead up to the Court's appointment of Committees be delegated to the Town Clerk in consultation with the Chairman and Deputy Chair.

7. **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 recognised the incredible effort from staff since Christmas, particularly in light of the recent mild weather and earlier snow.
- The recently announced Government roadmap will allow the Team to plan the reopening of sports activities from 29 March and timetable events from 21 June. It was highlighted that the key role of Open Spaces would remain, especially at Easter and during the summer, as people were being encouraged not to holiday abroad.

Contractors & Maintenance

- Ground recovery works will be undertaken by staff during the spring and autumn. An 8-week programme of gas supply works will take place at Parliament Hill, starting in late spring; A 8-week programme of resurfacing and drainage works at the East Heath Car Park would commence in early April.
- With regards to the gas supply works, a Member cautioned Officers regarding contractors taking space for storage, etc, as the City Corporation had unhappy experiences with this in past. It was recommended that use to contractors be time and space limited. Officers confirmed the contractor had been made aware the Car Park was vital to generating income to support the Heath Charity. A compound would be in place for 8 weeks only and a fee would be charged.
- Officers were pleased to report that recent drainage investigations had located the location of the Lido leak. Works to replace the pipework were being undertaken and thanks were given to the City Surveyor's Department for their ongoing assistance in resolving the leak.

Planning

- The Superintendent updated Members on the following planning application:
 - **Cranwood Development (Haringey).** Officers attended a Development Forum hosted by the London Borough of Haringey. Following the Forum, Officers met with representatives from Haringey and the developer and had submitted written representations. Officers will continue to engage prior to a planning application submission.

Hampstead Heath Events Programme 2021-22

- Members were informed that the ongoing COVID pandemic had made it incredibly difficult as the lack of certainty for event organisers meant they were unable to make applications as normal. The Officer Event Group will continue to take a flexible approach and will work with event organisers to facilitate events where possible under the current restrictions.
- The Night of 10k Personal Bests event has been cancelled for 2021.
- The English National Cross Country will not take place in March 2021, due to the current restrictions. Ongoing dialogue is taking place with regards to an alternative event date in November 2021.
- The Heart walk is celebrating its 60th anniversary and a provisional date of 11 July was confirmed pending a risk assessment.
- The planned May date for the Race for Life event was postponed and would hopefully take place on 21 August.
- The Discussions are ongoing with the Showman's Guild regarding a longer Whitsun Fair, owing to the 2021 Easter Fair being cancelled.
- The Affordable Art Fair event organisers are currently planning for September dates and Zippos Circus is planned to go ahead on 18-24 October.
- The Leisure and Events Manager provided an overview of a possible new event, the Hideaway Cinema. Consideration was being given to a five-day outdoor cinema event located on the Lido field in early September 2021.
- The Chair felt the events were a balancing act as the Heath had lost income but there was a risk of damage to the Heath by visitors. The ticketing basis of these events would provide surety on the numbers expected.

Swimming

- Officers confirmed that capital funding had been secured for a project concerning accessibility, safety and security at the three Bathing Ponds and Lido and this was progressing to Gateway 2.
- With regards to the proposed operating arrangements for the 2021 summer season. Officers have prepared draft arrangements and have consulted with the Heath swimming community, Members of the Sports Advisory Forum and the HHCC. A draft outline of the proposals, which remain subject to further Government Guidance, are set out in appendix 1. Officers continued to work towards a planned re-opening date of 29 March. It is proposed to also open the Mixed Bathing Pond from 29 March to provide additional swimming capacity.
- The Chair confirmed the swim season would be reviewed annually and Members approved the draft swimming arrangements for 2021.

Highgate Wood

- It was noted that despite the stay local message to the public, Muswell Hill Road was regularly lined with cars from visitors driving to the Wood. The number of visitors has also increased due to the pandemic. Staff are preparing for 29 March and have a programme of ground restoration work to undertake.
- With regard to unprecedented numbers, a Member queried whether the Wood had reached a point of too many visitors. Members were advised that approximately a million people were visiting annually. A number of Conservation Areas are currently fenced off, but Staff have reported a number of new desire lines opening up during the pandemic. The Chair stated that people had found new Open Spaces during the pandemic and there were campaigns for more Open Spaces in London.

Queen's Park

- Officers confirmed that there were damage and compaction concerns at the Park, as well as some recent flooding. The Friends of Queen's Park were meeting this weekend to discuss projects at the Park. A draft plan for the Woodland Walk project was being reviewed locally.

RESOLVED – That Members agree in principle the Swimming arrangements for 2021 (appendix 1) as set out in para 17.

8. **FEES AND CHARGES 2021-22 & 2022-23**

Members considered a report of the Director of Open Spaces setting out the proposed fees and charges for a range of sports and services provided at Hampstead Heath, Highgate Wood & Queen's Park for 2021-22 and the proposed fees and charges for Weddings and Civil Ceremonies for 2022-23.

The Chair noted that an email had been received from Catherine West MP expressing concern regarding bringing the Bathing Ponds Concession Season Ticket charges in line with a 40% discount on the adult rate.

Members were informed that the Retail Price Index for November 2020, 1.3%, was being applied to the majority of the fees and charges for 2021-22. The hourly car parking charges were being increased above inflation but remained lower than the local benchmarks. It was noted that concessions offered a 40% discount on the adult rate, and the need for Bathing Pond Concession Season Ticket charges to be increase to align with the 40% discount had been identified as part of the March 2020 Swim Review.

Members made the following comments:

- A Member supported the recommendation and felt the increase was reasonable as all Departments were expected to make 12% savings.
- In response to a query concerning the charges for Professional Dog Walking Licences, Members were advised that a pro rata rate would be applied.
- A Member was surprised that charges had not been rounded. Officers advised that the majority of payments were being made via contactless and card payments, and that there would be a lesser impact from providing change. As the majority of charges were being increased by 1.3% rounding of the charges would result in a greater charge increase and it was agreed to keep precise rates.
- Members considered the 5% charge for Forest Schools to be reasonable.
- A Member noted that an annual swimming update would be prepared for consideration at the May meeting of the Committee and felt uncomfortable making a decision on the swimming fees now as they had not appreciated the concession issue. It was felt £9.97 was a large increase and the percentages masked the figures.
- Another Member highlighted the need to remain open and accessible to all and felt the increases would impact low income and vulnerable users. The Member consequently did not support the increase due to the current challenging period. The Chair reminded Members that the uplift was in line with the decision made by the Committee in March 2020 as the City Corporation offered a 40% concession in all other areas. The Member noted that they raised this objection to the March decision and formally still objected.
- The Chair acknowledged the dissent voiced by some Members regarding the 40% concession rate, but that Members approved the other recommended fees.

- Members discussed the options to raise the Bathing Pond Concession Season Ticket rate by inflation (1.3%) or to bring it in line with the 40% concessional rate across the City Corporation's Open Spaces. A Member did not think a vote was justified as the rates were modest and it was unfair to the other Open Spaces who were all suffering huge income pressures. Another Member felt balance was needed and that Members needed to understand the impact.
- Officers confirmed it had been an extremely difficult year with huge income losses, but the City Corporation had continually made the choice throughout the year to reopen swimming when possible. The cost to provide swimming during 2020-21 would be set out in the annual Swimming review.
- The Chair proposed a vote be taken based on two proposals: to increase the Bathing Pond Concession Season Ticket rates in line with the recommendation within the report or to freeze rates until the discussion at the May meeting could take place. A ballot was cast with 10 Members in support of the original recommendation and 5 against it giving a clear majority in favour of the recommendation.
- The Chair thanked Members for their full exploration of the report and considered debate.

RESOLVED – That Members:-

- Agree the proposed fees and charges for 2021-22 as set out in Appendix 1 of this report;
- Agree the proposed Wedding and Civil Ceremony fees and charges for 2022-23 as set out in Appendix 1 of this report;
- Agree to add Housing Benefit to the Concession Rate Criteria, as set out in para 11.

9. MANAGEMENT FRAMEWORK

Members considered a report of the Director of Open Spaces setting out the draft Divisional Plan 2021-2024 and the Conservation and Ecology Annual Work Programme (AWP) 2021-2022 for Hampstead Heath.

Members were advised that Officers had prepared the AWP in November 2020; however, projects were being reprioritised to focus more on recovery and restoration following the announcement and impacts of the third National Lockdown. Similar plans for Queen's Park and Highgate Wood were also being prepared and would come to the Committee in May.

With regards to the 150th anniversary celebrations, it was noted that a partnership statement and logo had been agreed to ensure a joined-up approach to promoting the anniversary. A Member felt that the monolith

exhibition should be used as an opportunity to promote the future and not just past.

The Director of Open Spaces noted that the anniversary was an opportunity to promote the work of the Hampstead Heath Charity and would hopefully encourage donations to support the work of the Charity. The Director also noted that people could now donate to particular projects via the City of London website.

Donations were being sought to fund works at the Model Boating Pond 'Island'. It is planned to revert the area to an island and increase aquatic planting in the channel created to support and improve the biodiversity of the area.

A Member enquired how the City Corporation would support SMEs during the upcoming café tendering process. Officers confirmed the process would start with local engagement, which would inform the tender process.

A Member felt the AWP did not adequately tackle the human impact issue on ecology and species at green spaces and queried what species monitoring was being undertaken based on species decline. Officers confirmed an innovative volunteer led bird nesting survey was completed last year and data was being collated by the Heath Ecologist. Volunteers were also identifying areas of high bird nesting activity. Volunteers from Heath Hands continue to support species monitoring.

The Superintendent added that there were a number of measures to protect ecology and biodiversity (including species monitoring) set out in the Divisional Plan; however, COVID recovery was currently the highest priority. The Conservation and Ecology AWP was set out in appendix 2 with new ground restoration works highlighted in blue.

RESOLVED – That Members:

- Agree the draft Hampstead Heath Divisional Plan 2021-2024 (appendix 1);
- Agree the draft Hampstead Heath Conservation and Ecology Annual Work Programme 2021-2022 (appendix 2).

10. **OPEN SPACES DEPARTMENT BUSINESS PLAN FOR 2021/22**

Members received a report of the Director of Open Spaces setting out the high-level Business Plan for the Open Spaces Department for 2021/22.

Members were advised that the Plan identified seven major workstreams for the whole Department together with the actions within various Corporate strategies that the Department was helping to deliver. The current Departmental risks, financial information and performance measures were also set out.

RECEIVED.

11. **CYCLICAL WORK PROGRAMME (CWP) 2021/22 UPDATED BID REPORT**

Members received a report of the City Surveyor setting out the details of projects which would be undertaken in 2021/22. In addition, an update was received regarding changes to how the CWP will operate, and be delivered, from 2022/23 onwards.

It was confirmed that Officers remain in discussion with the Chamberlain as there was an option to apply for emergency funding for health and safety related works.

RECEIVED.

12. **REPORT OF ACTION TAKEN**

The Committee noted a report of the Town Clerk updating Members on action taken by the Town Clerk under urgency or delegated authority in consultation with the Chairman and Deputy Chairman since the last meeting of the Board, in accordance with Standing Orders No. 41 (a) and (b).

The Chair provided context for the urgency concerning Departmental and Service Committee Budget Estimates 2021/22 which followed the motion of the Committee at its last meeting resulting in budget approval.

RECEIVED.

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

There were no questions.

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

A Member noted the death of local author and Heath resident John le Carré who was a great fan of Heath, which featured in much of his fiction. It suggested that reference to his work could be included at the 150th anniversary celebrations.

15. **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 on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act.

16. **NON-PUBLIC MINUTES**

RESOLVED, that the non-public minutes of the meeting held on 7 January 2021 were approved as a correct record.

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

There were no questions.

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

There were no items.

The meeting ended at 5.52 pm

Chairman

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

HAMPSTEAD HEATH CONSULTATIVE COMMITTEE Monday, 19 April 2021

Minutes of the virtual meeting of the Hampstead Heath Consultative Committee held on Monday, 19 April 2021 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)
John Etheridge (South End Green Association)
Mathew Frith (London Wildlife Trust)
Cindy Galvin (Heath Hands)
Colin Gregory (Hampstead Garden Suburb Residents' Association)
Michael Hammerson (Highgate Society)
Dr Gaye Henson (Marylebone Birdwatching Society)
Simon Hunt (Open Spaces Society)
Helen Payne (Friends of Kenwood)
Thomas Radice (Heath and Hampstead Society)
Susan Rose (Highgate Conservation Area Advisory Committee)
Steve Ripley (Ramblers' Association)
Ellin Stein (Mansfield Conservation Area Advisory Committee & Neighbourhood Association Committee)
Richard Sumray (London Council for Recreation and Sport)
John Weston (Hampstead Conservation Area Advisory Committee)
Simon Williams (Vale of Health Society)

Officers:

| | |
|-------------------|---|
| Colin BATTERY | - Director of Open Spaces |
| Bob Warnock | - Superintendent of Hampstead Heath |
| Katherine Radusin | - PA to Superintendent of Hampstead Heath |
| Richard Gentry | - Constabulary and Queen's Park Manager |
| Jonathan Meares | - Highgate Wood, Conservation & Trees Manager |
| Declan Gallagher | - Operational Services Manager, Hampstead Heath |
| Paul Maskell | - Leisure and Events Manager, Hampstead Heath |
| Philip Saunders | - Remembrancer's Department |
| Leanne Murphy | - Town Clerk's Department |

1. APOLOGIES

Apologies were received from Simon Taylor and David Walton.

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 and non-public summary of the meeting held on 25 January 2021 were approved as a correct record.

Matters arising

In response to a request from a Member (London Council for Recreation and Sport) for an update regarding the gas works starting in March, the Superintendent confirmed the contractor carrying out the engineering works for British Gas had changed and Officers awaited an approach from the new contractor regarding start dates.

With regards to a query (Highgate Society) concerning the inspector decision on phone mast, the Town Clerk agreed to recirculate the Spaniards Road Monopole appeal decision.

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

The draft public minutes of the Hampstead Heath, Highgate Wood and Queen's Park Committee meeting held on 24 February 2021 were received.

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

The public minutes of the Hampstead Heath Sports Advisory Forum held on 15 March 2021 were received.

6. **HEATH HANDS UPDATE**

Members were advised that Heath Hands had restarted volunteering sessions on the Heath, including wildlife monitoring. It was noted that volunteers were eager to be back at the Heath.

Highlights included a new Heath Hands website with fundraising opportunities and the introduction of a new trainee programme. Upcoming focuses included works around Savernake Road bridge area and the 150th anniversary, where Heath Hands are planning a Community fun day for 27 June.

The Chair thanked Heath Hands volunteers for all of their great work.

7. **SUPERINTENDENT'S UPDATE**

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

Coronavirus response

- The Superintendent was delighted at the Heath Team's efforts to reopen on 29 March, which went smoothly despite coinciding with warmer weather. Large groups have been gathering on the Heath, and Staff have been managing Anti-Social Behaviour and significant littering issues which has been challenging. Volunteers have been a huge support in dealing with littering.

- A Member (Hampstead Garden Suburb Residents' Association) saw litter to be the primary concern as they moved into summer which was a national problem across all Open Spaces. It was noted the City Corporation was engaging with the Keep Britain Tidy campaign, but the Member queried if there was Government scope to emphasise a wider remit to the public of the benefits of taking litter home.

Constabulary

- The Constabulary continue to deal with Anti-Social Behaviour issues, large gatherings and littering and have developed stronger links with the Metropolitan Police and colleagues in the Camden Community Team to manage this. It was noted that Primrose Hill was closing earlier on Fridays and Saturday evenings due to Anti-Social Behaviour.
- Progress is being made regarding the introduction of Fixed Penalty Notices.
- An update on body worn video cameras will come to the next meeting following the introduction of this enforcement measure.
- A Member (London Council for Recreation and Sport) voiced the need for Officers to use deterrents to make people aware that the Constabulary will clamp down on Anti-Social Behaviour and has powers to do so. Members were advised that Officers would use the Fixed Penalty Notice scheme following an initial warning.

Divisional Plan

150th Anniversary of the Hampstead Heath Act

- Members voiced appreciation in relation to the biodiversity boards; however, a Member (Friends of Kenwood) was voice concerns around the location of the Kenwood biodiversity signboard, which was sited at a key viewpoint, and hoped its position would be reconsidered by English Heritage.
- In response to suggestions from a Member (Mansfield Conservation Area Advisory Committee & Neighbourhood Association Committee) relating to a possible performance event and an evening of readings from local writers, Members were encouraged to contact the Leisure and Events Manager with all ideas.
- A Member (Highgate Society) recalled the H&HS centenary 4-page newspaper spread on the history of the society and suggested something similar for the history of the Heath and its management.

East Heath Car Park

- Members were informed that works had commenced on 6 April 2021, and that works should be completed ahead of the Whitsun Bank Holiday.

Playgrounds

- Members were informed that plans for the Adventure Playground, Vale and Preachers were going well with local children and key Stakeholders involved in plans.
- The Superintendent drew Member's attention to the design brief for the Heath Extension Playground (appendix 2). The design brief had been shared with local Stakeholders and had received positive feedback. It was noted that Officers were planning to form a Working Group for this project to discuss the design well as fundraising opportunities.
- A Member (Hampstead Garden Suburb Residents' Association) was happy to join the Working Group and felt the draft brief reflected the criteria and natural design requests.

Savernake Bridge

- Officers agreed to follow up with Camden regarding a previous Member request for Camden to incorporate a finger point sign. A Member (Hampstead Conservation Area Advisory Committee) also suggested asking Camden to consider swapping the cycle channels, move up (right) and down (left) around.
- The Chair gave thanks to the Sir Hubert Von Herkomer Arts Foundation who worked with 90 children to produce artwork for the Bridge over the Easter Holidays, and to Camden for funding the artwork. The project has received a positive response from the public.

Cycling

- The Superintendent advised that cycle parking was being progressed around the periphery of the Heath. A helpful meeting had taken place with Camden regarding the introduction of highway dockless bikes and cycle stands on the roads adjacent to the Heath.
- Members were advised that Camden had submitted a proposal for school children to use two paths during the morning and afternoon to allow them to travel across the Heath to School.
- A Member (Hampstead Conservation Area Advisory Committee) strongly objected, highlighting the already increased number of people using Heath, and was concerned that the routes and bursts of people would increase the problems already being experienced. The Member felt that the visibility of more bikes would lead to people to assume that it was ok

to cycle at the Heath. There was also a concern that this pilot could ultimately lead to bad publicity for the City Corporation should a scheme not be continued after the pilot period.

- A Member (London Council for Recreation and Sport) disagreed feeling the pilot would be positive as it would be good for children's health and could possibly reduce traffic in the area as Hampstead had the highest concentration of schools in Europe.
- It was noted that the H&HS considered a similar concept in great detail years ago and concluded there should be no further extension of cycling on Heath.
- Members agreed the 'Cycle Burst' scheme was a nice idea but were not convinced it would work in practice as it would encourage/be taken advantage of by other cycle commuters. It was endorsed that Camden needed to provide safe cycle routes around the Heath.
- Other Members echoed similar views concerning the dangers of school children travelling downhill with increased people and bikes/scooters would be too much traffic on the Heath.
- The Chair highlighted that this was only limited to two paths and was not a free for all on cycling.
- Members felt that evidence and more information regarding the estimates of numbers/usage would be needed. A Member (Highgate Society) also suggested a survey of pedestrians that use the paths at the relevant times to provide feedback.
- It was noted that there could be extra costs involved for City Corporation in terms of policing and monitoring the scheme and Members agreed that a contribution should be requested from Camden.
- The Superintendent agreed to share all feedback with Camden and would come back with a further information at the next meeting.

Draft Terms of Reference for the Hampstead Heath Sports and Wellbeing Forum

- The Chair advised the new Sports and Wellbeing Forum would enable a strategic overview to be taken and would provide opportunities for more groups to be involved and to contribute. This would continue to be reviewed but it was hoped the suggested proposals would benefit the Forum.

- The Town Clerk read a statement on behalf of a Member (Representative of Clubs using facilities on the Heath) who was unable to attend the meeting in relation to the proposals for the Hampstead Heath Sports and Wellbeing Forum:
 1. I can understand and accept the broadening of the remit of the forum to include more general wellbeing and to formalise membership. This is in line with the general drift of Government policy and recognises the wider benefits of sport and physical activity. It also aligns with the strategies of the City. My concern is that just about every aspect of Heath business is about improving wellbeing and there is a risk of diluting the focus of the forum. The new extended membership (although welcome) will make meetings lengthy and difficult to manage, let alone give a headache in where to accommodate them.
 2. Added to this, I now understand that the plan is to do away with the swim forum. That is a mistake in my book. There is (and always will be) so much to discuss around swimming that the large number of issues would naturally migrate to being discussed at the sports forum. It will dominate business and marginalise the other attendees. I think there is a permanent role for a swim forum and a temporary role for a track forum (around the management of major projects etc).
 3. Most importantly though I have a strong view that the sports forum should not be chaired by the City. It is after all an advisory forum advising an advisory Consultative Committee. In that sense it is a layer below that of the Consultative Committee and is a means by which sporting issues can be discussed and brought to the Consultative Committee. It is necessary because there is no coherent or formal organisation representing sport on the Heath, such as there is for the respective resident associations and interest groups that also sit on the Consultative Committee. It is almost tantamount to saying the City should chair the meetings of those groups represented on the Consultative Committee. As such I think it is right and proper that one of the sports representatives on the Consultative Committee, chair the sports forum. The City should be present, and it is enormously helpful that it provides administrative support.

- A Member (London Council for Recreation and Sport) was supportive of the inclusion of wellbeing, but not of the proposed format, as it was considered that more representatives at all meetings would prevent strategic planning. A smaller group of no more than 15 people working on strategic issues to feed into the HHCC was recommended. It was noted that swimming has six representatives and the Member felt it was essential to maintain a separate Swim Forum to discuss their issues.

- Another Member (Hampstead Garden Suburb Residents' Association) felt that the proposal in its current format was problematic as everything involving the Heath from a human perspective could be regarded as relating to wellbeing. The Member welcomed the concept to widen the

Forum, its operation and the way it works with the HHCC agreeing it should go further than sports and recreation, therefore not including contact with nature and conservation of the natural environment which needed addressing through the Consultative Committee.

- The Deputy Chairman felt it was important to discuss operational governance and strategic items noting the successful way in which strategic and decision requests were funnelled up through the Sports Forum. The Deputy Chairman ultimately agreed with the position that the myriad of sports and wellbeing should be discussed in one place and supported the proposals.
- In response to a comment from a Member (Heath and Hampstead Society) that a membership of 33+ people was unworkable, the Chair clarified that a membership of 33 people was not the intention and that a more holistic and fair approach to discussions regarding what is available at the Heath was the ultimate desire.
- The Superintendent added that there had been lots of comments received regarding supporting capital investments and work to promote health connections and social subscribing. With broader representation, this would help to create events themes, e.g. women in sport, mental health.
- Members were ultimately supportive, but clarity was required for the role of the HHCC and the numbers involved.

Forest School Licencing

- Officers continue to actively engage and monitor input through short term licenses whilst developing a more holistic scheme for licence Forest School activity, noting the limited carrying capacity of the Heath.
- Members were concerned regarding the impact of Forest Schools and it was noted that the Forest Schools operating within the Kenwood Estate have had a noticeable impact on the area used.
- It was queried how the specified areas selected for Forest Schools were assessed and a Member (Highgate Society) recommended including a condition in licenses that a survey of areas before and after would be undertaken to monitor and limit the impacts of this activity.
- Members were advised that Officers had significant learning from Highgate Wood. The new licence arrangements would aim to prevent impact on specific areas through the monitoring of tree safety and compaction.

- The Heath & Hampstead Society representative offered to support the licensing process.
- Officers confirmed that lots of enquiries from Forest operators had been received. Forest Schools are being advised that further licences are not being issued until 2022 at the earliest.

Planning

- **Jack Straws Castle (2020/1828/P)**. Members were advised that the appeal hearing would commence on 20 April 2021.
Murphy's Yard. Officers attended a recent Development Forum and a further presentation would be arranged for Officers to seek further information on the proposals.
- **55 Fitzroy Park (2018/3672/P)**. The City Corporation recently submitted further comments regarding drainage concerns.

Annual Work Programme (AWP)

- The Superintendent advised that the projects had been updated and written feedback from Members was welcomed.
- The Superintendent provided an update on projects progressing through the AWP including signage, further repairs for erosion to the dams and toilet repairs. City Surveyors were thanked for their assistance on the Lido leak works.
- A Member (Friends of Kenwood) queries if further works on the sewerage line from Kenwood House were being undertaken, as there had been some bad smells in the area and hoped there were no issues or blockages. The Superintendent confirmed that further works had been undertaken by Thames Water.

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.

Swimming

- Members noted the first swimming annual report and the feedback circulated from the Kenwood Ladies' Pond Association and the Highgate Lifebuoys. The Superintendent noted that 2020/21 has been a challenging year, but that Staff were looking forward to the summer swim season. Further feedback on the annual report was welcomed.
- A Member (London Council for Recreation and Sport) felt it was difficult to assess 2020/21 due to COVID and recommended using 2021/22 to consider the effectiveness of the charges, rather than 2020/21.

- The Chair supported annual reporting on swimming. It was noted that over 3,000 Season Tickets were sold highlighting the popularity of open-water swimming.

Financial Implications

- The Director stated that the Hampstead Heath Charity ended the 2020/21 financial year successfully; there was a gross expenditure of £6m but saw large fluctuations in relation to loss of income plus additional costs re: COVID-19 and litter which had a significant impact. The Director thanked the Heath Team for managing the budget carefully during a challenging year. New initiatives included the online donation pages which had launched via the City of London website. Officers had also secured a change in the corporate regulations to allow donations to be ringfenced and carried forward. It was hoped the 150th anniversary celebrations would encourage more visitors to support the Hampstead Heath Charity through donations and legacies.

RESOLVED – That Members:-

- Provide feedback on the Heath Extension Playground Design Brief (appendix 2);
- Provide feedback on the concept of ‘cycle bursts’ utilising specific routes on the Heath to help reduce traffic congestion linked to the local school run, as set out in paras 14-16;
- Provide feedback on the draft Terms of Reference for the Hampstead Heath Sports and Wellbeing Forum (appendix 3);
- Provide feedback on the Annual Work Programme - Projects (appendix 5);
- Provide feedback on the draft Annual Swimming Review 2020/21 (appendix 6) as set out in para 31.

8. OPEN SPACES - UPDATE ON PLANNING RELATED MATTERS

Members considered a report of the Remembrancer providing an update in relation to raising awareness of the importance of open spaces, specifically linked to the Government’s planning proposals, following discussions concerning the Planning White Paper.

Members were advised that the City Corporation had been active evidencing the importance of the Metropolitan Open Land (MOL) designations. A question was raised by the City’s MP and Officers continued working with Officials regarding MOL protection via the White Paper consultation. Further work will

continue with pan London groups on planning on all areas, not just protected areas.

The Chair was pleased the Remembrancer was working on this on these issues which are vital to the open spaces and hoped the Government would take the City Corporation's representations seriously.

RECEIVED.

9. **OPEN SPACES DEPARTMENT BUSINESS PLAN FOR 2021-22**

Members received a report of the Director of Open Spaces presenting the high-level Business Plan for the Open Spaces Department for 2021/22. This plan identified seven major workstreams for the whole Department together with the actions within various Corporate strategies that the Department is helping to deliver. As well as setting out the current Departmental risks, providing financial information and identifying performance measures.

The update also identified next year's key areas of work for Hampstead Heath, Highgate Wood and Queen's Park.

RECEIVED.

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

11. **ANY OTHER BUSINESS THAT THE CHAIR CONSIDERS URGENT**

The Chair advised Members that this would be Karina Dostalova's last meeting as Deputy Chairman and gave thanks for her hard work and support during her time as Chairman and Deputy Chairman. These thanks were echoed by the Committee.

12. **MEETING DATES**

The date of the next meeting on 6 September 2021 was noted.

The meeting ended at 7.48 pm

Chairman

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

HIGHGATE WOOD CONSULTATIVE GROUP Wednesday, 21 April 2021

Minutes of the virtual meeting of the Highgate Wood Consultative Group held on
Wednesday, 21 April 2021 at 4.00 pm

Present

Members:

Anne Fairweather (Chair)
Deputy John Tomlinson
Stephanie Beer
Councillor Bob Hare
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 Karina Dostalova, Peter Corley, Therese Gray (represented by Louise Lewis), Lucy Roots, Councillor Julia Ogiehor and Alison Watson.

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

There were no declarations.

3. MINUTES

RESOLVED, the public minutes of the previous meeting held on 7 October 2020.

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

4.1 25 November 2020

The public minutes of the Hampstead Heath, Highgate Wood and Queen's Park Committee meeting held on 25 November 2020 were received.

4.2 7 January 2021

The public minutes of the Hampstead Heath, Highgate Wood and Queen's Park Committee meeting held on 7 January 2021 were received.

4.3 24 February 2021

The public minutes of the Hampstead Heath, Highgate Wood and Queen's Park Committee meeting held on 24 February 2021 were received.

5. **DRAFT ANNUAL REPORT - HIGHGATE WOOD CHARITY (NO. 232986)**

Members received a report of the Director of Open Spaces presenting the draft End of Year Annual Report for the Highgate Wood and Queen's Park Kilburn Charity (No. 232986).

During 2020/21 activities, events and income generation at Highgate Wood have been impacted by the ongoing COVID-19 pandemic. The Wood has remained open and has provided invaluable access to open space for the local community during the three National Lockdowns.

The achievement of the 2020/21 Key Priorities has been impacted by the ongoing pandemic and were set out along with proposed draft priorities for inclusion in the 'Plans for Future Periods 2021/22' for Members feedback, with a focus on ground restoration works. The draft Annual Work Programme Projects 2021/22 and draft Highgate Wood Divisional Plan 2021/24 are also presented for Members feedback.

The Highgate Wood, Conservation & Trees Manager provided Members with a full update on Highgate Wood matters since the last meeting. It was noted that there was notable compaction and erosion impacting the Woods, and staff were carrying out restoration work to allow areas to regenerate as part of the COVID-19 Recovery Programme, which would be the primary focus of work over the next 1-2 years. Heath Hands volunteers were also helping with work in woodland areas to block off desire lines which have been formed during the pandemic.

It was noted that efficiencies continued to be made following the budget reduction, and the staff compliment had been reduced from 6 to 5.

With regards to events, Members were advised that a Roman Kiln event would take place in July to promote the Kiln and Highgate Woods. Other upcoming events included the Great Big Pottery Throwdown which had a number of local celebrities involved.

Members were advised of a proposal to support 6 young people with a heritage focussed training programme and a request had been made to the City Corporation for funding for £20k.

In response to a query concerning the service accommodation of the sixth staff member, Officers confirmed this property had been converted into an office almost 10 years ago and will be the proposed home for the Kiln.

Members voiced concerns regarding the Conservation Area which had suffered during the pandemic and required drastic action. It was noted this would make a big difference to the area as it was heavily used by forest schools.

A Member (also the Trustee of the Friends of Highgate Roman Kiln Charity) implored Members to publicise the existence of it and assist drive to raise funding.

With regards to Oak Processionary Moths (OPM), a Member had been advised that Alexandra Park were leaving nests as long as they were not a danger to the public and queried if the initial feeling was over estimated as blue tits were assisting to eat the caterpillars. Officers were aware of a parasitic fly, which is established in Highgate Wood, and hoped this would help control the OPM population.

It was noted that an email had been received from the Forestry Commission asking if students could review this parasite at Highgate Wood. Members were keen that the new Conservation Area be used as an opportunity for students to do studies of the ground, flora, fungi and insect life as it recovers over time.

In response to a comment regarding the Friends of Highgate Wood Roman Kiln (FOHRK) proposal request for £20k funding, Officers noted that they had supported the Roman Kiln project since it started a decade ago, supported the original application and continued to support the new FOHRK charity. However, there were difficulties committing to £20k at this time due to budgetary constraints plus further Target Operating Model implications at the City Corporation. The Superintendent confirmed the need to stabilise the budget and prioritise COVID recovery plans.

Regards to café tendering, it was confirmed the process would restart in May and Officers anticipated having a new lease by October/November 2021.

Concerning Forest School licensing, it was noted that there were currently two commercial Forest Schools licensed, but this were under review. Officers agreed it was not possible to have more schools due to the impacts on soil compaction and understory regeneration.

With regards to local planning considerations, a Member enquired if Officers were aware of the Queens Wood scheme to open up a Thames water pipe and whether the London Borough of Haringey had taken account of Highgate Wood. Officers were concerned by the proposal and concerned and agreed to speak with Friends of Queens Wood members.

A Member noted that the Highgate Neighbourhood Forum had reconstituted its Green Spaces Group and were working on wildlife corridors. Officers confirmed wildlife corridors was an objective of the Management Plan, but the Team had struggled to realise some of the original aspirations. It was confirmed that TFL had been contacted with an expression of interest to take over the area and Officers awaited a response to discuss a possible land acquisition. A Member suggested involving local MP Catherine West.

RESOLVED – That Members:-

- Provide feedback on the 'Plans for Future Periods 2021/22' and the draft Annual Trustees Report for 2020/21 (appendix 1);
- Provide feedback on the draft Annual Work Programme Projects for 2021/22, as set out in appendix 2;

- Provide feedback on the draft Highgate Wood Divisional Plan 2021/24, as set out in appendix 3.

6. **OPEN SPACES DEPARTMENT BUSINESS PLAN FOR 2021/22**

Members received a report of the Director of Open Spaces presenting the high-level Business Plan for the Open Spaces Department for 2021/22. This Plan identifies seven major workstreams for the whole Department together with the actions within various Corporate strategies that the Department is helping to deliver, sets out the current Departmental risks, provides financial information and identifies our performance measures. This report also identifies next year's key areas of work for Hampstead Heath, Highgate Wood and Queen's Park.

RECEIVED.

7. **CYCLICAL WORKS PROGRAMME (CWP) 2021/22 UPDATED BID REPORT**

Members received a report of the City Surveyor setting out the details of projects which will now be undertaken in 2021/22 and details of the projects that will be delivered within that year which form part of the previous year's programmes.

The Chair confirmed this work was part of a wider overview of the City's Open Spaces and was being shared to draw out relevant Highgate Wood bids as part of the ongoing CWP review of wear and tear. Officers confirmed the focus for Highgate Wood included security and the electric gates, keeping the timber building constructions in good condition and drainage issues at the pavilion café toilets.

RECEIVED.

8. **QUESTIONS**

A Member voiced huge concern over the impact of Forest Schools. If applications were not licenced at Highgate Wood this could impact on nearby Queen's Wood and possibly Hampstead Heath. The Chair stated that a licensing system had been put in place to provide more protection and Officers agreed to share the policy with other areas. It was acknowledged that the local areas were overwhelmed by Forest Schools, which had a significant impact on grounds, and that the Heath, Highgate Wood and Kenwood Estate had reached capacity for this commercial activity.

9. **ANY OTHER BUSINESS THAT THE CHAIR CONSIDERS URGENT**

The Chair advised Members that this would be Karina Dostalova's last meeting as Deputy Chairman and gave thanks for her hard work and support during her time as Chairman and Deputy Chairman. These thanks were echoed by Members.

10. **DATE OF NEXT MEETING**

The date of the next meeting on 6 October 2021 was noted.

The meeting ended at 4.54 pm

Chairman

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

This page is intentionally left blank

QUEEN'S PARK CONSULTATIVE GROUP Wednesday, 21 April 2021

Minutes of the virtual meeting of the Queen's Park Consultative Group held on
Wednesday, 21 April 2021 at 11.15 am

Present

Members:

Anne Fairweather (Chair)
Karina Dostalova (Deputy Chairman)
John Blandy
Virginia Bonham Carter
Helen Durnford
Councillor Neil Nerva
Vicky Zentner

Officers:

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 Councillor James Denselow and Councillor Eleanor Southwood.

The Chair gave thanks to Ruby Sayed who recently stepped down from the Committee due to the time commitment of becoming Chair of CCS.

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

There were none.

3. MINUTES

RESOLVED, the public minutes of the previous meeting held on 7 October 2020.

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

4.1 25 November 2020

The public minutes of the Hampstead Heath, Highgate Wood and Queen's Park Committee meeting held on 25 November 2020 were received.

4.2 7 January 2021

The public minutes of the Hampstead Heath, Highgate Wood and Queen's Park Committee meeting held on 7 January 2021 were received.

4.3 **24 February 2021**

The public minutes of the Hampstead Heath, Highgate Wood and Queen's Park Committee meeting held on 24 February 2021 were received.

5. **DRAFT END OF YEAR ANNUAL REPORT - QUEEN'S PARK CHARITY (NO. 232986)**

Members received a report of the Director of Open Spaces presenting the draft End of Year Annual Report for the Highgate Wood and Queen's Park Kilburn Charity (No. 232986).

During 2020/21 activities, events and income generation at Queen's Park have been impacted by the ongoing COVID-19 pandemic. The Park has remained open and has provided invaluable access to open space for the local community during the three National Lockdowns.

The achievement of the 2020/21 Key Priorities has been impacted by the ongoing pandemic and were set out along with proposed draft priorities for inclusion in the 'Plans for Future Periods 2021/22' for Members feedback, with a focus on ground restoration works and the Sandpit Project. The draft Annual Work Programme Projects 2021/22 and draft Queen's Park Divisional Plan 2021/24 were also presented for Members feedback.

The Queen's Park Manager provided Members with a full update on Queen's Park matters since the last meeting. It was noted that there was notable ground compaction and erosion impacting the Park, and staff were carrying out restoration work to allow areas to regenerate as part of the COVID-19 Recovery Programme, which would be the primary focus of work over the next 1-2 years.

Recovery works included recovery of the Woodland Walk, creating compartments using fencing and introducing hedging to allow for regeneration, and the Tree Team carrying out work to thin out the canopy. There was also a desire to introduce volunteers through the Friends of Queen's Park Group.

A donation page has been added to the City of London website to seek funding for the Children's Sandpit improvement project. £2,830 in donations have been received to date. The Queen's Park Manager gave thanks to Cllr. Nerva for promoting potential funding through London Borough of Brent for this project.

A Member voiced concern that the Sandpit project had been ongoing for five years without progression and queried if the edging of the lining could be worked on using the small pot of money already budgeted whilst Officers worked on obtaining the full funds for the project. This was supported by other Members who agreed this would make a huge difference. Officers confirmed the fundraising target was £100k, with an aim to deliver the master plan consulted and agreed on. Improvement works would begin as early as possible once funds were secured. This project was currently going through the City Corporation's Gateway process and would hopefully move to the next gateway soon.

The Deputy Chairman highlighted that this project was raised as a huge concern by HHHWQPC Members and expressed disappointment that the funds were not approved by the Resource Allocations Sub Committee. It was acknowledged that the current financial climate meant there could be no guarantees and all projects must go through Gateway process. The Chair and Deputy Chairman agreed to do all they could to support the project through this process.

Officers clarified that the original plan was to redevelop of toilet block and sandpit together, but that subsequently the project had been split into two projects. The toilet block project is currently on hold, due to reprioritisation of project funding, whilst the sandpit project is progressing via the Gateway process. The Deputy Chairman felt the toilet block should be a priority due to safeguarding and requested a project plan with timelines and milestones for both projects.

The Superintendent confirmed the next step for the sandpit project was to the next gateway process and bring a report to the May HHHWQPCC meeting setting out the programme and timelines for phased repair. It was agreed that whilst the edging and lining were the priority, this was the core cost of the project.

In response to a request for the estimate costs for replacing the liner and edging to assist and application to the Harvey's Trust, it was confirmed there was a set figure of £100k.

A Member recommended having a discussion in May regarding funding options and opportunities. It was noted that the London Borough of Brent has two funding stages ending May and in the autumn. However, it was felt that some funders had issues seeing Queen's Park as a standalone charity separate from the City Corporation. The Member recognised the significant public use of the Park during the pandemic, and the potential of a successful bid in terms of its role for the local community. Local councils did, however, take issue fundraising for the City Corporation with match funding seen to be a huge benefit. There were also potential learning opportunities from the City Corporation concerning individual donations with no tax.

With regards to bids to London Borough of Brent, Officers were informed this was on basis of need and evidence would be required to prove people attending the Park did not have access to a garden. Obtaining relevant data for the locality of the Park was considered very helpful for a bid to the second round of Community Infrastructure Levy (CIL) funding.

A Member cautioned that CIL bids were done by area and it was noted that Queen's Park Area Residents Association (QPARA) were submitting a tree bid for the autumn round. It was agreed there should be local coordination regarding bids at a meeting.

RESOLVED – That Members:-

- Provide feedback on the draft Annual Trustees Report for 2020/21 (appendix 1);
- Provide feedback on the draft Annual Work Programme Projects for 2021/22 (appendix 2);
- Provide feedback on the draft Queen's Park Divisional Plan 2021/24 (appendix 3).

6. OPEN SPACES DEPARTMENT BUSINESS PLAN FOR 2021/22

Members received a report of the Director of Open Spaces presenting the high-level Business Plan for the Open Spaces Department for 2021/22. This plan identifies seven major workstreams for the whole Department together with the actions within various Corporate strategies that the Department is helping to deliver, sets out the current Departmental risks, provides financial information and identifies our performance measures. This report also identifies next year's key areas of work for Hampstead Heath, Highgate Wood and Queen's Park.

RECEIVED.

7. CYCLICAL WORKS PROGRAMME (CWP) 2021/22 UPDATED BID REPORT

Members received a report of the City Surveyor setting out the details of projects which will now be undertaken in 2021/22 and details of the projects that will be delivered within that year which form part of the previous year's programmes.

The Chair confirmed this work was part of a wider overview of the City's Open Spaces and was being shared to draw out relevant Queen's Park bids as part of the ongoing CWP review of wear and tear. Officers confirmed the focus was on maintenance of paving and footpaths showing wear and tear as these were a safety risk, plus the ongoing general maintenance of buildings.

With regards to the Park's toilet block, a Member advised they had been liaising with QPARA who had a local ex architect who could assist with the desire for a doorway going into the sandpit area. Officers confirmed that the CWP only deals with the maintenance of buildings, and in this case the replacement of white goods, redecoration, flooring and tiling might be necessary. The CWP did not allow for significant building changes so this would have to go through the project process to identify funds as there were no local funds for building changes.

In response to a query concerning individual costings, Officers confirmed they had met with the City Surveyor who was costing each element of the project and were awaiting the breakdown. The Superintendent cautioned Members stating that the range of project options must be taken through the proper processes after the new comprehensive steer. Officers were working to establish how the £35k was being allocated to see what was left on how to visually improve the building to make it look less industrial.

Officers confirmed they were liaising with local groups and Members were supportive as the toilet block building stood out unattractively compared to the rest of the Park.

RECEIVED.

8. **QUESTIONS**

There were none.

9. **ANY OTHER BUSINESS THAT THE CHAIR CONSIDERS URGENT**

The Chair advised Members that this would be Karina Dostalova's last meeting as Deputy Chairman and gave thanks for her hard work and support during her time as Chairman and Deputy Chairman. these thanks were echoed by Members.

10. **DATE OF NEXT MEETING**

The date of the next meeting on 6 October 2021 was noted.

The meeting ended at 12.09 pm

Chairman

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

This page is intentionally left blank

| | |
|--|-----------------------------------|
| Committee(s): Hampstead Heath, Highgate Wood & Queen's Park Committee | Date(s): 26/05/2021 |
| 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: Director of Open Spaces | 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 February 2021.

Recommendation

Members are asked to:

- Members approve the Hampstead Heath Annual Work Programme Projects for 2021/22 (appendix 1).
- Members approve the Highgate Wood Annual Work Programme Projects for 2021/22 (appendix 2) and the Highgate Wood Divisional Plan 2021/24, (appendix 10)
- Members agree the Queen's Park Annual Work Programme Projects for 2021/22, (appendix 3) and Queen's Park Divisional Plan 2021/24, (appendix 11).
- Grant Delegated Authority to the Town Clerk in consultation with the Chair and Deputy Chairman of the Committee to approve the application for the Interim Injunction Order.
- Members agree to retain the current four dog limit for Professional Dog Walkers and to support the implementation of the Licencing Scheme as set out in paragraphs 35-41.
- Grant Delegated Authority to the Town Clerk in consultation with the Chair and Deputy Chairman of the Committee to approve the Queen's Park Sandpit Capital Project Gateway 2.

Main Report

Coronavirus Emergency Response and Issues

1. On 22 February 2021, the Government announced the Roadmap out of Lockdown. In-line with the announcement the Tennis Courts (Parliament Hill, Golders Hill Park and Queen's Park), Bathing Ponds, Parliament Hill Fields Lido, Parliament Hill Athletics Track and Trim-Trails (Parliament Hill and Highgate Wood) re-opened from 29 March 2021.
2. Ground restoration works across the sites have been embedded into the Annual Work Programmes for Hampstead Heath (appendix 1), Highgate Wood (appendix 2) and Queen's Park (appendix 3). The first phase of these restoration works have commenced, and further works are programmed for the autumn.
3. The Superintendent will provide a further update at the meeting and will continue to monitor the Government Guidance.

Hampstead Heath Update

Constabulary

4. The Constabulary are in regular contact with the Metropolitan Police and partners including Camden and Islington Community Safety Teams. Weekly update meetings with these partners take place, reviewing the Police and partner response to issues across the two Boroughs which includes Hampstead Heath in Camden.
5. Although there is a reduction in incidents of groups gathering on the Heath gatherings are still a concern. With changes in usage of the open space and the potential for increased visitor numbers, the Constabulary will focus their resource on managing anti-social behaviour. Concerns have been raised by members of the Hampstead Garden Suburb Residents Association regarding the usage of the Heath Extension, particularly in the evenings. Evening patrols are scheduled by the Constabulary team and the Local Policing Team have been engaged with, seeking their support in response to these concerns.
6. There is good progress regarding the introduction of Fixed Penalty Notices, internal consultation with the Constabulary team has taken place. It is planned to have the Fixed Penalty Notices in operation on the Heath by October 2021.
7. Constabulary Officers are regularly using Body Worn Video Cameras. The Constabulary Manager will bring a report on the usage and success of this equipment to your Committee on 29 September 2021.
8. The Constabulary are up to a full complement of staff with two Fixed Term Contract staff recently joining the Team. In recent months we are continuing to support staff members suffering from long COVID symptoms and staff being absent from the workplace due to shielding. This has had an impact on resource availability.
9. As COVID restrictions are being lifted, the Constabulary are refocusing their attention on priority issues, for example dog control, cycling and anti-social behaviour.

10. Drones - The Hampstead Heath Drone Guidance (appendix 4) has been updated to reflect the Air Navigation Order 2016, which was amended in December 2020 with changes coming into effect on 31 December 2020.
11. Changes include, categorises of Risk, Section 4 of the Drone Guidance 2021, weight of drone in the Open (low risk) Category Section 5 of the Drone Guidance 2021 and the requirement of Drone Registration, Section 6 of the Drone Guidance 2021.
12. The City Corporation will continue to monitor the use of drones on the Heath. If necessary, the City Corporation will consider applying for additional powers to restrict the use of drones on the Heath, enforceable by the Hampstead Heath Constabulary.
13. Interim Injunction Order - The City Corporation are seeking Counsel's advice on an application for an Interim Injunction Order against persons unknown at Hampstead Heath. Preparation work is being carried out in parallel with colleagues at Epping Forest. The Injunction would provide the City Corporation with additional powers in response to anti-social behaviours committed which may cause harassment, alarm or distress to its visitors. The first hearing of the Corporation's application in respect of Epping Forest will be heard in the High Court on Wednesday 19 May 2021.
14. Prescribed areas within Hampstead Heath are being considered, and the Order is likely to cover the following; (i) the organising, attending and participating in unlicensed music events and / or raves (ii) the playing of loud music, (iii) lighting fires, fireworks, barbeques, (iv) threatening, using or engaging in abusive behaviour.
15. The Interim Injunction Order will be sought pursuant to section 222 of the Local Government Act 1972.
16. The Constabulary Manager will provide a verbal update at the meeting in relation to the Interim Injunction Order.
17. Members are asked to grant Delegated Authority to the Town Clerk in consultation with the Chairman and Deputy Chairman of the Committee to approve the application for the Interim Injunction Order.

Divisional Plan

18. Updates on the Hampstead Heath Divisional Plan projects are set out below.
19. 150th Anniversary of the Hampstead Heath Act (HH5) - 2021 marks a very important year for Hampstead Heath as it is the 150th anniversary of the passing of the Hampstead Heath Act. The Act marked the beginning of the protection of open spaces as sanctuaries for nature, people and communities.
20. Five biodiversity display boards have been installed across the Heath, with a further board installed at the West Meadow on the Kenwood Estate. The boards have been installed in partnership with the Heath & Hampstead Society and the interpretation reflects the four seasons to provide information about habitats and species found on the Heath. A copy of the biodiversity interpretation is attached at appendix 5.

21. A number of events are being organised to mark the anniversary, including an outdoor exhibition celebrating the history of the 1871 Hampstead Heath Act. The exhibition will initially be installed in Aldgate Square from Wednesday 2 June – Tuesday 15 June 2021. The exhibition will then move to Hampstead Heath from Wednesday 23 June to Sunday 8 August 2021, located at East Heath.
22. On Sunday 27 June a Community Fun Day is being organised by Heath Hands. Activities will be based at the Parliament Hill Bandstand and will include a kite flying event organised by the Heath & Hampstead Society.
23. On Tuesday 29 June, which marks the 150th anniversary of the Hampstead Heath Act passing into law, visitors will be encouraged to visit the areas of the Heath which were saved in 1871.
24. A partnership statement has been developed and on social media, #Heath150 will be used for all events which make up the 150th anniversary celebrations. For more information on the #Heath150 events programme please visit: www.cityoflondon.gov.uk/hampsteadheath.
25. East Heath Car Park (HH8) - Resurfacing works commenced on 6 April 2021. The works have progressed well and are on programme to finish by the end of May. Parking is available at Jack Straws Castle and the Lido Car Parks.
26. Playgrounds (HH9) - The Capital Project to refresh the Adventure Playground is progressing on schedule. The construction works have been completed and the playground will remain closed until 1 June to allow the grass seed to establish. The Playground opening will coincide with half term holiday club activities at the Adventure Clubhouse.
27. The Community Infrastructure Levy (CIL) funded works to refresh the Vale of Health Playground have been completed. The design has integrated elements of natural play and staff have worked alongside the contractors to install large logs and plant a willow tunnel. A further Project at the Preaches Hill Playground also funded through the CIL grant will commence shortly.
28. The design brief (attached at appendix 6) to refresh the Heath Extension playground received positive support from Local Stakeholders, the Hampstead Garden Suburb Residents Association and the Hampstead Heath Consultative Committee (HHCC). The Project Board will reform to discuss the Concept Design and to develop the fundraising strategy. An estimate of £40,000 is being sought through grants and donations to fund this Project. An additional donations page for the Hampstead Heath website is being prepared.
29. Savernake Bridge (HH10) & Cycling (HH11) - Greater emphasis is being placed to providing cycle parking on the periphery of the Heath. The works at East Heath Car Park will include a cycle parking area with direct access to the adjacent shared use path. Camden Council are also installing cycle parking at the recently refurbished Savernake Bridge. Officers have met with Camden Council to discuss the possibility of providing dockless cycle parking zones and cycle parking stands through a Borough wide initiative to promote cycling. This would involve suspending Highway parking bays at specific locations. Camden Council have commenced a consultation, see appendix 7.
30. The Chair and Superintendent recently met with the Green School Runs organisation regarding their school 'Park & Stride' initiative. The Chair outlined

the Heath position around maintaining car parks to facilitate visitors resorting to the Heath. The importance of the income generated from the car parks in supporting the Hampstead Heath Charity was also discussed. Officers will continue to progress non-car-based solutions, which include schemes such as walking buses and 'Cycle Bursts'.

31. Officers from Camden Council have submitted a proposal around children and their parents/carers could use specific paths across the Heath to travel to School. The routes currently being proposed include the footpath extending north of the Lido to join with the Broad Walk. A second route to provide a link from the Broad Walk to the shared use path that runs from East Heath to Spaniards Road. This could utilise Nassington Road, Tanza Road and Parliament Hill to minimise the impact on the Heath.
32. The proposal indicates that the routes would be time limited to facilitate the morning and afternoon school runs. This proposal develops the concept of 'Cycle Bursts', which has previously been discussed with Members. However, it is recognised that the wider impacts on the Heath particularly in relation to enforcing any scheme, additional signage, a code of conduct and the resource implications to manage a scheme will need to be carefully considered. Following feedback from the HHCC, further discussions with Officers from Camden will be held to establish what support is available to develop a pilot scheme on the Heath. Officers will consult Members of the HHCC and this Committee in relation to the proposed pilot scheme.
33. Sports & Wellbeing Forum (HH17) - It is proposed to broaden and re-focus the remit of the Hampstead Heath Sports Advisory Forum to form a new Hampstead Heath Sports and Wellbeing Forum. This Forum will take a strategic approach to develop outcomes for physical and mental health and wellbeing in accordance with the Hampstead Heath Management Strategy 2018 - 2028. The scope will include supporting capital investment, developing partnerships to promote Health Connections including Social Prescribing and the Heath's role promoting local, national and international events. This innovative approach will be informed through wider engagement with Heath's representatives for sports, health and wellbeing and guided by relevant strategies including:
 - The Corporate Plan 2021-22, and specifically - 'Contribute to a flourishing society' and 'shape outstanding environments'.
 - City of London Corporation Sports and Physical Activity Strategy 2020-25.
 - Relevant Local Authority Health and Wellbeing Strategies.
 - The GLA, Sports England and London Sports ambitions to make London the most physically active City in the World.
34. The revised Terms of Reference (see appendix 8), have been discussed with the Sports Advisory Forum and the HHCC. Feedback on the draft Terms of Reference have also been received from the Kenwood Ladies' Pond, Highgate Men's Pond, Highgate Lifebuoys and the Mixed Pond Swimming Associations. It is proposed to launch the Hampstead Heath Sports & Wellbeing Forum in July 2021. The initial meeting will focus on the Divisional Plan Project - Health Connections (HH18) as well as setting the forward agenda plan, which will inform Members participation at Forum meetings for the year ahead.

35. Professional Dog Walking Licence (HH20) - Members agreed a Code of Conduct for all Dog Walkers and a Licencing Scheme for Professional Dog Walkers in November 2020. The introduction of the Code of Conduct and the implementation of the Licencing Scheme has been delayed due to Covid-19.
36. Members approved the Licence fee as part of the Fees and Charges 2021-22, report, which was considered at the February 2021 meeting. It was also agreed that a pro-rata fee would be applied to part-time Licences.
37. Following feedback from Professional Dog Walkers and the Hampstead Professional Dog Walking Association (HPDWA), Officers have amended the Terms and Conditions to remove the AM and PM timed slots to enable 40 'all day' Licences to be granted. Officers will also update the Terms and Conditions to enable Licences to be exchangeable within a Licenced Company to facilitate part-time walkers, sickness and annual leave.
38. Officers have launched an Expressions of Interest (EOI) to further inform the implementation of the Licencing Scheme for Professional Dog Walkers (Professional Dog Walker Licence - Expression of Interest (office.com)). The EOI will enable Officers to assess which areas of the Heath are currently being used by Professional Dog Walkers and the frequency of use. In relation to the granting of Licences, the City of London Corporation (Open Spaces) Act 2018, sets out that:
 - (6) The Corporation must refuse to grant a licence if, in the opinion of the Corporation—
 - (a) the applicant is not a fit and proper person to hold a licence; or
 - (b) 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.
39. The HPDWA have written to the Chair of the Committee (appendix 8) seeking to remove the cap on the number of Licences, and to increase the number of dogs a Professional Dog Walker can walk to five, with two dogs on lead at any one time.
40. Officers do not support increasing the number of dogs a Professional Dog Walker can walk and recognise a cap on the number of Licences granted remains critical to ensure this commercial activity does not cause annoyance to persons making recreational use of the open space, or cause material injury to the amenity of the Heath.
41. Officers note that in approving the scheme, Members stipulated that the number of the Licences issued should be kept under review. Officers will use the information gathered via the EOI to determine if a zoned approach to granting Licences would enable more than 40 full time equivalent Licences to be granted without impacting on the amenity of the Heath.

42. Therefore, it is proposed that Members agree to retain the four dog limit for Professional Dog Walkers and to support the implementation of the Licencing Scheme as set out in paragraphs 35-41.
43. Forest School Licencing (HH22) - A cap has been placed on new applications. Further monitoring to evaluate the impact of Forest School activity on the Heath is required to establish if further licences can be issued for 2022.
44. Planning (HH26) - The Superintendent will provide an update on the following planning applications.
 - Jack Straws Castle (2020/1828/P)
 - Murphy's Yard
 - 55 Fitzroy Park (2018/3672/P)

Events

45. Unfortunately, the Affordable Art Fair event organisers have confirmed that the proposed 2021 event will not take place. A 2022 event is being considered.
46. The Leisure and Events Manager is in discussions with ParkRun regarding a potential return of events from 26 June 2021.
47. The current provisional 2021 events programme is set out below:
 - Whitsun Fair - Event days: 29, 30, 31 May 2021. 2, 3, 4, 5, 6 June 2021 (total of 8 event days). A longer Whitsun Fair is proposed taking account of the Easter Fair being cancelled.
 - English National Cross Country - 22 May 2021 event cancelled. Event organisers are considering dates in early November 2021 or March 2022.
 - Heart Walk - 11 July 2021.
 - Race for Life - 21 August 2021.
 - Summer Bank Holiday Fair - 28, 29, 30 August 2021.
 - Hideaway Cinema - 8, 9, 10, 11, 12 September 2021.
 - Zippos Circus - 18, 19, 20, 21, 22, 23, 24 October 2021.

Swimming

48. The Bathing Ponds and Lido re-opened on 29 March 2021 following the end of the Third National Lockdown. An Annual report has been prepared and forms part of the meeting agenda pack.
49. The Gateway 2 Capital Project report for Safety, Access and Security at the Bathing Ponds and Lido has been approved under Urgency. A report of actions taken is included with the meeting agenda pack.
50. The Resource Allocation Sub Committee considered and approved the Gateway 2 report at their meeting on 12 May 2021.
51. The Project Sub Committee considered and approved the Gateway 2 report at their meeting on 17 May 2021.

Learning Team

52. In response to school closures and travel restrictions, the Learning Team developed a flexible learning programme which supported wellbeing and team building.
53. Following the easing of Covid restrictions on 29 March, the team have facilitated outdoor learning programmes for small groups. Working with family and community officers at Camden Council, the team have given priority bookings to local families who have struggled during lockdown, as well as children and their mentors from the charity Chance UK.
54. The Team have been working with the Early Years Intervention Team at Camden Council to plan some introductory sessions to the Heath and the One O'clock Club, which re-opened on 12 April. The programme aims to engage families who do not currently feel confident to explore Hampstead Heath and introduces some simple outdoor activities that they can enjoy together.

Highgate Wood Update

55. Following discussions with the Highgate Wood Consultative Group (HWCG) at their meeting on 21 April, the draft Highgate Wood Divisional Plan 2021-24 is attached at appendix 10.
56. An update on the Highgate Wood Divisional Plan projects are set out below.
57. Planning (HW15) - The Superintendent and Highgate Wood Manager have engaged with the London Borough of Haringey regarding a housing development proposal (Cranwood) in Muswell Hill which will border the Wood. The main concerns are around light pollution and potential impacts on the Wood's bat population. A number of mature trees on the site boundary may also be impacted. Moving forward, the Wood Manager will continue to liaise with the Design Team regarding the application. The Superintendent and Highgate Wood Manager have also lodged an objection to a proposed development in Lanchester Road, which has potential to cause damage to a number of trees of high conservation and heritage value in close proximity to Highgate Wood.
58. Forest School Licencing Scheme (HW13) - Forest School activities resumed in March 2021. Short Term Licenses for two Forest Schools have been issued.

Queen's Park Update

59. Following discussions with the Queen's Park Consultative Group at their meeting on 21 April, the draft Queen's Park Divisional Plan 2021-24 is attached at appendix 11.
60. An update on the Queen's Park Divisional Plan projects are set out below.
61. Sandpit (QP6) – The Park Manager will provide an update on the Sandpit project. Members are asked to grant Delegated Authority to the Town Clerk in consultation with the Chair and Deputy Chairman of the Committee to approve the Queen's Park Sandpit Capital Project Gateway 2.
62. Planning (QP16) – The Park Manager will provide an update on a recent planning application in relation to the proposed installation of a 5G telecoms mast within the local area.

Corporate & Strategic Implications

63. The projects and works outlined in this report contribute towards the achievement of the three aims set out in the City of London Corporate Plan 2018-23: Contribute to a flourishing society, Support a thriving economy and Shape outstanding environments.
64. The projects and works outlined in this report also contribute towards the three objectives and outcomes set out in the Open Spaces Business Plan 2021-22 (a) Open spaces and historic sites are thriving and accessible, (b) Spaces enrich people's lives and (c) Business practices are responsible and sustainable.
65. The projects and works outlined in this report contribute 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.

Financial Implications

66. The 2020-21 Budget Outturn report is included within the meeting agenda pack.
67. A new page has been added to the Open Spaces pages on the website to seek donations towards funding two projects for Hampstead Heath.
 - Model Boating Pond Island - wildlife sanctuary (£50,000)
 - Bird and mammal shelters (£5,000)
68. Work is underway to add an additional page to seek donations towards playground refurbishments. The first £40,000 of donations received will be allocated towards the Heath Extension playground.
69. From 2021/22, in respect of Open Spaces (Local Risk Budget), income relating to donations and legacies to the Charities shall be ring-fenced and where necessary, carried forward in the relevant ring-fenced Charitable reserve for each Charity.

Resource Implications

70. Staff resources are being prioritised keeping the sites open, safe, accessible and secure.

Climate Implications

71. The City of London launched its Climate Action Strategy in October 2020 and the strategy is now in implementation stage. A key part of the strategy is conserving and enhancing biodiversity alongside reducing the City of London's carbon emissions.

Legal Implications

72. No Impact.

Risk Implications

73. There is a risk that works will be further impacted by COVID-19.

Equality Implications

74. Tests of Relevance: Equality Analysis will be undertaken in relation to the projects and programmes set out within this report, and where appropriate full equalities analysis will be undertaken.

Security Implications

75. Security implications are addressed in the emergency response to COVID-19 and are being monitored and recorded through the Departmental Risk Register.

Appendices

- Appendix 1 – Hampstead Heath AWP Projects for 2021/22.
- Appendix 2 – Highgate Wood AWP Projects for 2021/22.
- Appendix 3 – Queen’s Park AWP Projects for 2021/22.
- Appendix 4 – Hampstead Heath Drone Guidance 2021.
- Appendix 5 – Biodiversity Interpretation Boards.
- Appendix 6 – Heath Extension Playground Design Brief.
- Appendix 7 – Camden Council Dockless Bike Parking Consultation.
- Appendix 8 – Terms of Reference for the Sports & Wellbeing Forum.
- Appendix 9 – Hampstead Professional Dog Walking Association letter.
- Appendix 10 – Highgate Wood Divisional Plan 2021-24.
- Appendix 11 – Queen’s Park Divisional Plan 2021-24.

Bob Warnock

Superintendent of Hampstead Heath, Open Spaces Department.

T: 020 7332 3322

E: bob.warnock@cityoflondon.gov.uk

COMMUNICATIONS - PROJECTS

| Ref | Location | Details of Proposed Work: April 2021 - March 2022 | Timing of work | Who is Responsible | Link to 2018 Mgmt. Strategy |
|------------|---|---|-----------------------|---------------------------|------------------------------------|
| COM-PR1 | Communication Plan | Lead on development of Communication Plans for key projects including 150th Anniversary of the 1871 Act (HH5), Professional Dog Walkers Licencing Scheme, playground improvements (HH9), resurfacing of East Heath car park (HH8) | 2021 | Comms Officer | Outcomes B, C & D |
| COM-PR2 | Management Strategy | Draft an Annual Update which charts the progress of the 2018 - 2028 Management Strategy for Hampstead Heath. | 2021 | Comms Officer | Outcomes A, B, C & D |
| COM-PR3 | Web updates | Review and ensure content of City Corporation website is correct and up-to-date | Ongoing | Comms Officer | Outcomes B, C & D |
| COM-PR4 | Waste and recycling improvement project | Create communications campaign to support the improvements made to waste and recycling on Hampstead Heath. | 2021 | Comms Officer | Outcomes B, C & D |
| COM-PR5 | Signage | Replacement of the Heath's main signs (and maps). Work in partnership with the H&HS on new biodiversity interpretation boards linked to the 150th Anniversary of the Heath Act (HH5). | Ongoing | Comms Officer | Outcomes B, C & D |
| COM-PR6 | Swimming Project | Continue to provide communications support related to the Swimming Review and administer the swimming season tickets (HH13) | 2021 | Comms Officer | Outcomes B, C & D |
| COM-PR7 | Cycling signage | Update cycling signage and leaflets to facilitate compliance with Heath bylaws and promote responsible cycling. (HH11) | 2021 | Comms Officer | Outcomes B, C & D |

HEATH CONSTABULARY - PROJECTS

| Ref | Location | Details of Proposed Work: April 2021 - March 2022 | Timing of work | Who is Responsible | Link to 2018 Mgmt. Strategy |
|-------------|-----------------|--|-----------------------------|---------------------------|------------------------------------|
| HHC-PR 1 | Hampstead Heath | Undertake a feasibility study of inform the introduction of Vehicle on-board cameras. | Apr-21 | Sgts | Outcomes B, C & D |
| HHC-PR 2 | Hampstead Heath | Develop an Enforcement Policy following the introduction of the City of London (Open Spaces) Act 2018. Develop procedures to implement Fixed Penalty Notices for the enforcement of Byelaws. | September 2021 to April 22 | Sgts | Outcomes B, C & D |
| HHC-PR 3 | Hampstead Heath | Review radio communications across the Division, investigate options for upgrading the current system to reflect advancement in technology with expected capital costs. | April 2021 to October 2021 | Sgts | Outcomes A, B, C & D |
| HHC-PR 4 | Hampstead Heath | Scope the introduction of a remote reporting module / tablet which will allow Constabulary Officers to record incidents and occurrences whilst away from a fixed office. | April 2021 to December 2021 | Sgts | Outcomes B, C & D |
| HHC-PR5 | Hampstead Heath | Review of partnership working with outside partner agencies to work towards more formalised information sharing and partnership working. | April 2021 to December 2021 | Sgts | Outcomes B, C & D |
| HHC-PR6 | Hampstead Heath | Develop a Constabulary engagement programme with schools, community groups and stakeholders, promoting the positive role of the Constabulary in the local community. | April 2021 to December 2021 | Sgts | Outcomes B, C & D |

GOLDERS HILL PARK - PROJECTS

| Ref | Location | Details of Proposed Work: April 2021 - March 2022 | Timing of work | Who is Responsible | Link to 2018 Mgmt. Strategy |
|------------|---|--|--------------------------------------|---------------------------|------------------------------------|
| GHP-PR1 | COVID-19 Impact Recovery Programme | Undertake a programme of grassland restoration works, focused on the following primary areas: Children's play area; Golders Hill Park girl statue lawn; the cafe lawn; path edges; sports areas. | Spring 2021 and again in Autumn 2021 | Site Supervisor | Outcomes A, B & D |
| GHP-PR2 | Waste & Recycling | Installation of timber bin enclosures. Glass recycling bin locations to be piloted. Review the green waste recycling arrangements. | Spring/ Summer 2021 | Site Supervisor | Outcomes A, B & D |
| GHP-PR3 | Marginal Planting at the Water Garden, Swan Pond and Lilly Pond | Undertake aquatic planting scheme to increase bio-diversity. | Spring 2021 or Autumn 2021 TBC | Site Supervisor | Outcomes A & B |
| GHP-PR4 | Accessible Car Park | Re-tender to seek design options to facilitate safe access arrangements for weekend and bank holiday opening of the Accessible Car Park, during park opening hours. | Spring/ Summer 2021 | Park Manager | Outcomes A, C & D |
| GHP-PR5 | GH / H Ext / Pergola - Memorial Benches | Implement annual bench maintenance schedule with a target of 15 renewals to address benches reaching end of life. Liaise with Support Services for contacting of sponsors. | March to November 2021 | Site Supervisor | Outcomes B, C & D |
| GHP-PR6 | Hill Garden Pergola | Plan and implement new planting plan for identified areas (section from bottom of stairs to the Bothy and phase three of Winter Boarder) within the Hill Garden. | March to November 2021 | Site Supervisor | Outcomes A & B |
| GHP-PR7 | GHP - Pinetum | Continue with third phase planting plan for Pinetum. | Throughout the Year | Site Supervisor | Outcomes A & B |
| GHP-PR8 | Stumpery | Continuation of phase three of the Stumpery, subject to securing additional stumps. | Spring 2021 and Autumn 2021 | Site Supervisor | Outcomes A & B |

PARLIAMENT HILL - PROJECTS

| Ref | Location | Details of Proposed Work: April 2021 - March 2022 | Timing of work | Who is Responsible | Link to 2018 Mgmt. Strategy |
|------------|---|---|----------------------------|---------------------------------------|------------------------------------|
| PHF-PR 1 | COVID-19 Impact Recovery Programme | Undertake a programme of grassland restoration works in high impact areas. | Spring 2021 | Site Supervisor | Outcomes A, B & D |
| PHF-PR 2 | Nassington Road, Savernake Road Bridge & Hive | Complete the landscape improvement works as agreed by Committee to this important gateway onto Hampstead Heath. | Winter 2021 to Spring 2022 | Site Supervisor | Outcome A, C & D |
| PHF-PR 3 | PHF - Adventure Playground | Assist in landscaping aspect of development project for Adventure Playground. Undertake planting of trees, shrubs and vegetation in line with landscape plan. | Winter 2021-Spring 2022 | Site Supervisor, Education Supervisor | Outcome A, B, C & D |
| PHF-PR 4 | Memorial Benches | Implement target of 15 renewals to address benches reaching end of life. Tag and monitor 15 further bench sites for renewal in 2021-2022. | Throughout the year | Site Supervisor | Outcomes B, C & D |
| PHF-PR 5 | Cycling | Repair cycle parking area at the Lido through levelling and installing grass reinforcement panels. | Spring 2021 | Site Supervisor | Outcome A |
| PHF-PR 6 | PH Athletics Track | Prepare and submit the Capital Project to reconstruct the Parliament Hill Athletics Track. | Autumn 2021 | Operational Services Manager | Outcome B, C & D |
| PHF-PR 7 | Trackmark Accreditation | Realignment of floodlights to give an even distribution of light on track and infield. | Spring 2021 | Site Supervisor | Outcome D |

HEATH RANGER TEAM - PROJECTS

| Ref | Location | Details of Proposed Work: April 2021 - March 2022 | Timing of work | Who is Responsible | Link to 2018 Mgmt. Strategy |
|----------|------------------------------------|--|----------------------------|--------------------|-----------------------------|
| HHR-PR 1 | COVID-19 Impact Recovery Programme | Undertake a programme of grassland restoration works with focus on high impact areas. | Spring - Summer 2021 | Site Supervisor | Outcomes A, B & D |
| HHR-PR 2 | East Heath Car Park | Assist City Surveyors Department with the management and control of contractors to implement drainage and car park surface works to agreed design. Attend contract meetings and manage stakeholder communications. | Spring - early summer 2021 | Site Supervisor | Outcome B, C & D |
| HHR-PR 3 | East Heath play Area | Implement and oversee agreed design for improvement of existing equipment and introduction of natural play. | Spring-Autumn 2021 | Site Supervisor | Outcome B & C |
| HHR-PR 4 | Vale of Heath Play Area | Implement and oversee agreed design for improvement of existing equipment and introduction of natural play. | Spring-Autumn 2021 | Site Supervisor | Outcomes B & C |
| HHR-PR5 | Heath Extension Play Area | Undertake landscaping works to support re-design of the Play Area, following agreement of a new design in consultation with stakeholders, and funding being identified. | Autumn 2021 | Site Supervisor | Outcomes B & C |
| HHR-PR6 | Cycling | Sandy Heath Patrols, install cycle parking East Heath Car Park, install children's scooter parking racks at the playgrounds, install and maintain way markers for the shared use paths across the Heath. | Throughout the Year | Site Supervisor | Outcomes A, B & C |
| HHR-PR7 | Memorial Bench Project | Liaise with Support Services to implement bench sponsorship policy to include renewals, waiting list provision, repairs and maintenance. | Throughout the Year | Site Supervisor | Outcomes B, C & D |
| HHR-PR8 | Forest Schools | Monitoring Forest School activity across Hampstead Heath. | Throughout the Year | Site Supervisor | Outcomes B & C |
| HHR-PR9 | Waste and Recycling | Review the provision of dog waste bins on West Heath. | Throughout the Year | Site Supervisor | Outcomes B, C & D |
| HHR-PR10 | All excavation works | Any extensive excavation work, archaeological monitoring and advice sought prior to breaking ground. | Throughout the Year | Site Supervisor | Outcome A & D |

SWIMMING - PROJECTS

| Ref | Location | Details of Proposed Work: April 2021 - March 2022 | Timing of work | Who is Responsible | Link to 2018 Mgmt. Strategy |
|------------|------------------------------------|--|--------------------------|---|------------------------------------|
| SW-PR 1 | Bathing Ponds and Lido | Progress the Bathing Ponds and Lido Capital Project to improve Safety, Access and Security through the Corporate Capital Project Gateway process. Progress the Project to RIBA Stage 2 (Concept and Options) and City of London Corporation Gateway 3/4. | Phased project from 2021 | Swimming Facilities Supervisor / Leisure & Events Manager / Superintendent | Outcomes A, B, C & D |
| SW-PR 2 | Lido Security Lighting | Install external security lighting at the rear of the Lido. | Mar-22 | Constabulary & Queens Park Manager / Swimming facilities Supervisor / Leisure & Events Manager / City Surveyors | Outcomes C |
| SW-PR 3 | Lido and Paddling Pool maintenance | Undertake maintenance and repair of the Parliament Hill Paddling Pools. | Ongoing 2021 | Swimming Facilities Supervisor / City Surveyors | Outcomes B & D |
| SW-PR 4 | Health Connections | Map facilities and opportunities that are available to establish a framework to support the healthy growth of our communities and particularly different groups who experience more exclusion or disadvantage than others. | Ongoing 2021 | Leisure & Events Manager / Superintendent | Outcomes A, B, C & D |
| SW-PR5 | User Surveys | Undertake regular user surveys. | Ongoing 2021 | Communications Officer | Outcomes D |
| SW-PR6 | Annual Report | Prepare the Swimming Annual Review Report 2021-22. | Mar-22 | Communications Officer | Outcomes D |

TREE TEAM - PROJECTS

| Ref | Location | Details of Proposed Work: April 2021 - March 2022 | Timing of work | Who is Responsible | Link to 2018 Mgmt. Strategy |
|------------|-------------------------|---|-----------------------|--|------------------------------------|
| TT-PR 1 | Veteran Tree Management | To promote and develop the continuing management of the Veteran and Ancient trees on Hampstead Heath, Highgate Wood and Queen's Park. Re survey of veteran trees across Hampstead Heath is 90% completed with 625 trees registered. Next priority is to draft Management Plan. Continue work to priorities works to stabilise and conserve veteran trees according to condition. Continue to develop Tree Team's specialism in veteran tree management and conservation. Also carry out a programme of veteran tree protection using timber fencing and carry out soil compaction testing and soil testing as a response to increasing visitor pressures heightened by Covid. | Year round | Tree Management Officer & Trees and Conservation Manager | Outcome A |
| TT-PR 2 | Views and Vistas | Identify views to retain and those to be abandoned. Ref HH Management Strategy: Outcome A, Priority 2, Commitment 7. Currently working with Heath and Hampstead Society on prioritising the 16 identified view sites and have agreed that a significant number of these are no longer recoverable. Embarking on a UCL MSc project in January where views will be a study topic. | Year round | Tree Management Officer & Trees and Conservation Manager | Outcome A |
| TT-PR 3 | OPM IPM | Pilot project in HH Bird Sanctuary to identify presence of OPM Parasitoid, Carcelia iliaca. Major success with this collaborative project with H&HS and Heath Hands with 500+ flies emerging from 3 test cages left in HH Bird Sanctuary. Plan is to expand the area of further captive breeding sites and try and measure level of parasitism in each nest. | April to June | Tree Management Officer & Trees and Conservation Manager | Outcome A & D |

This page is intentionally left blank

HIGHGATE WOOD - PROJECTS

| Ref | Location | Details of Proposed Work: April 2021 - March 2022 | Timing of work | Who is Responsible |
|--------|------------------------------------|---|-----------------------------|--------------------------------|
| HW-PR1 | COVID-19 Impact Recovery Programme | Undertake a programme of grassland restoration works, focused on the sports field. Fencing off high impact COVID related desire lines throughout the woodland and adjacent to existing paths. | Spring 2021 and Autumn 2021 | Site Supervisor |
| HW-PR2 | Monitoring Visitor Impact | Review existing survey data to assess the impact of the additional COVID visitor numbers on the woodland environment and wildlife. | 2021/22 | Site Manager / Site Supervisor |
| HW-PR3 | Conservation Area | Creation of a new Conservation Area to allow woodland natural recovery and wildlife refuge following ground damage due to increased visitor numbers linked to COVID-19. Review the Conservation Area rotation policy as set out in the Woodland Management Plan 2018-2028. | 2021/22 | Site Manager / Site Supervisor |
| HW-PR4 | Promoting Volunteer Opportunities | Working in partnership with Heath Hands developed the opportunities if volunteering in Highgate Wood through habitat management and wildlife monitoring. | 2021/22 | Site Manager |
| HW-PR5 | Entrances | Replace 2 entrance notice boards. | 2018-2022 | Site Supervisor |
| HW-PR6 | Roman Kiln | HLF Bid for Roman Kiln installation at the Highgate Wood Office (subject to fundraising by FOHRK). | 2021/22 | Site Manager |

This page is intentionally left blank

QUEEN'S PARK – PROJECTS

| Ref | Location | Details of Proposed Work: April 2021 - March 2022 | Timing of work | Who is Responsible | Link to Queen's Park CMP | Total project cost est. | Funding Stream |
|-----------|------------------------------------|--|-------------------------|---------------------------------|--------------------------|-------------------------|----------------|
| QP - PR1 | COVID-19 Impact Recovery Programme | Undertake a programme of grassland restoration works, focused on the following amenity and fine turfed areas, sports and recreation, the Woodland Walk, the Children's play area and path edges. | Spring 21 and Autumn 21 | Team Leaders | Divisional QP1 | £6,000 | Local Risk |
| QP - PR2 | Sandpit Area | Sandpit Area Refurbishment. Gateway 1/2 sign off through City Corporation Project Gateway approval process. Continue with local funding for Project. | May 21 to March 22 | Park Manager | Divisional QP6 | £100,000 | Fundraising |
| QP - PR3 | Park | Review Waste Management Procedures including a trial of PEL Solar Bin. | May 21 to October 21 | Divisional Waste Team | CMP 3e | £1,500 | Local Risk |
| QP - PR4 | Playground | Installation of play equipment in Children's Playground, this project is linked to Project 2 | Mar-22 | City Surveyor's Dept. | CMP 3c | £10,000 | Fundraising |
| QP - PR5 | Woodland Walk | Woodland Walk Management Plan, Consultation and engagement with local community. (final approval and integration into the AWP). | Oct-21 | Park Manager | Divisional QP8 | £2,000 | Local Risk |
| QP - PR6 | Park | Develop an Activity Plan as per the Action Plan. CMP 5a | April 21 - March 22 | Park Manager | Divisional QP10 | £2,000 | Local Risk |
| QP - PR7 | Bandstand | Marketing and promotion of Weddings and Civil Ceremonies on the Park Bandstand. Use social media, Website and local. | April 21- September 21 | Team Leader | CWP 5c, 5 f | £1,500 | Local Risk |
| QP - PR8 | Children's Farm | Complete minor works in the Children's Farm. Include the introduction of planters / allotment into the Children's Farm. | April 21- March 22 | Team Leader/ Zoo Team Leader | CMP 3c | £2,000 | Local Risk |
| QP - PR9 | Park | Develop Historical Walk to be led by staff, virtually or on paper. | April 21- March 22 | Team Leader | CMP 2a | £500 | Local Risk |
| QP - PR10 | Park | Develop tree Identification Walk to be led by staff, virtually or on paper. | April 21- March 22 | Team Leader | CMP 5c | £1,500 | Local Risk |
| QP - PR11 | Park | Develop Friends of Group. | April 21- March 23 | Team Leader | CMP 4n | £1,000 | Local Risk |

This page is intentionally left blank

Hampstead Heath Drone Guidance 2021

1. Introduction

- 1.1 The City of London Corporation manages Hampstead Heath for the recreation and enjoyment of the public. This guidance has been written in response to Heath users' concerns for their privacy, tranquillity and safety arising from the use of drones on the Heath.
- 1.2 Hampstead Heath's mosaic of habitats provides an invaluable resource for wildlife just six kilometres from the centre of London. It is of national as well as regional importance. Because of the Heath's special character and the importance of its ecology, the City Corporation is particularly aware of the potential issues of flying a drone here, including:-
 - causing harassment, alarm and distress to other Heath users;
 - affecting the privacy of other Heath users by filming them without their permission;
 - otherwise impacting on the quiet enjoyment of the Heath by other users;
 - causing alarm and distress to wildlife, such as birds, which are sensitive to disturbance;
 - in extreme cases, creating a risk of injury to Heath users, or wildlife, or damage to property;
 - issues arising from the close proximity of neighbouring residential and business properties.
- 1.3 The aim of this document is to provide clarity about the current law and to ensure a consistent approach to drone usage on the Heath. The use of drones is regulated in the UK by the Civil Aviation Authority ("CAA") and this document has been written with reference to the CAA's Drone and Model Aircraft Code which is available at <https://register-drones.caa.co.uk/drone-code>.

2. Definition of "drone"

- 2.1 Although there is no strict legal definition of the term "drone", for the purposes of this document, a drone is an unmanned aircraft system without a pilot on board.
- 2.2 From 1 January 2023 new drones will have to meet a set of product standards, and some may do before this date. These will be classed from C0 to C4, based on the weight and capability of the drone, and will determine how and where you can fly.
- 2.3 It is assumed that most drones purchased before January 2023 will not have a class marking but where and how they can be flown will depend on the weight of the drone (see section 5).

3. UK drone regulations - current law

- 3.1 The use of drones is governed by the Air Navigation Order 2016 as amended by The Air Navigation (Amendment) Order 2020 which came into force on 31 December 2020 in line with the Implementing Regulation (EU) 2019/947 on the rules and procedures for the operation of unmanned aircraft ("the Unmanned Aircraft Implementing Regulation") which also became applicable in the UK on 31st December 2020.
- 3.2 The current law around where you can fly your drone is based on the weight of the drone being used, the type of operation being carried out, the level of risk and the level of pilot competence. Whether you are flying commercially or recreationally, the law is the same for everyone.
- 3.3 Whilst there are some significant changes to the UK drone regulations (as explained in sections 4-6), the following key provisions continue to apply:

Hampstead Heath Drone Guidance 2021

- a) The maximum flying height remains at **120 metres (400 ft)** from the earth's surface.
- b) The maximum flying weight must not exceed **25kg** (a slight increase from the previous 20kg limit).
- c) The pilot must maintain visual line of sight of the drone at all times, unless the necessary prior exemptions have been granted by the CAA.
- d) The drone must not be flown within any Flight Restriction Zone ("FRZ"), unless the necessary prior permissions have been granted by the relevant authority.

4. Categories of risks

- 4.1 Under the current legislation, drone flights fall into one of three categories. These are:
 - a) **OPEN**: Presents low risk to third parties. An authorisation from the CAA is not required. Registration and test requirements still need to be met (see paragraph 5)
 - b) **SPECIFIC**: More complex operations or aspects of the operation fall outside the boundaries of the Open Category. Authorisation is required from the CAA.
 - c) **CERTIFIED**: Very complex operations, presenting an equivalent risk to that of manned aviation. Authorisation is required from the CAA.
- 4.2 It is likely that a majority of drone flights operation on the Heath will fall within the OPEN category which is further split into sub-categories – **A1** (flying over people), **A2** (flying close to people) or **A3** (flying far from people).
- 4.3 In short, the category you fall into depends on the type of drone you wish to fly (i.e. its weight) and how you wish to fly it i.e. over, close or far away from people. It is likely that flying a drone on the Heath – a congested area, will involve flying over or close to people rather than flying away from people (A1 and A2 sub-categories) so there are likely to be more restrictions which are described in section 5 below.

5. Weight of drone in the OPEN category

- 5.1 Drones under 250g can be flown safely in the A1 subcategory i.e. over uninvolved persons but they must not fly over crowds of people.
- 5.2 Drones less than 2kg can be flown in A2 subcategory, but you must keep at least 50 meters away from people and pass the A2 theory exam (A2 Certificate of Competency or 'A2 CofC'). If you have not passed the A2 theory exam, you may only fly these drones in the A3 subcategory.
- 5.3 Drones of 2kg or greater may only be flown in the A3 subcategory.

6. Drone registration – Flyer ID

- 6.1 Anyone operating a drone which weighs up to 25kg in the UK must register their drone with the CAA. Further information on how to register is available at: <https://register-drones.caa.co.uk/individual/register-and-take-test-to-fly>
- 6.2 Drones weighing below 250g without a camera are exempt from this requirement.
- 6.3 All drone operators are required to take an online foundation test before receiving their flyer ID.

Hampstead Heath Drone Guidance 2021

7. Enforcement

A contravention of any of the applicable provisions of the UK drone legislation is a criminal offence. The CAA and the Metropolitan Police Service are the relevant enforcement authorities. The role of the Hampstead Heath Constabulary is to advise and educate Heath users about the relevant rules, and to provide evidence of any breaches to the enforcement authorities in appropriate cases.

8. Commercial use of drones

Where it is proposed to carry out commercial filming on the Heath using a drone, consent must be obtained from the City Corporation, in addition to holding a permission from the CAA as the flying is likely to fall within the SPECIFIC category (refer 4.1(b) above). Further information can be found at <https://www.cityoflondon.gov.uk/things-to-do/green-spaces/hampstead-heath/visitor-information/Pages/Filming-on-Hampstead-Heath.aspx>.

9. Data protection

The Information Commissioner's Office advises that the use of camera drones has the potential to be covered by the Data Protection Act 2018 and the UK General Data Protection Legislation if the drone is fitted with a camera. The ICO recommends that users of camera drones should operate them in a responsible way to respect the privacy of others. For more information, visit the ICO's website at <https://ico.org.uk/for-the-public/drones/>.

10. Disclaimer

Where this guidance offers advice on legal issues, this is given to the best of our understanding. It is not offered as a definitive legal interpretation and is not a substitute for formal legal advice. If formal advice is required you should consult your own legal adviser.

11. Further action

The City Corporation will continue to monitor the use of drones on the Heath, and any issues arising. If necessary, the City Corporation will consider applying for additional powers to restrict the use of drones on the Heath, enforceable by the Hampstead Heath Constabulary.

This page is intentionally left blank

It's Spring

Hampstead Heath: *Discover, enjoy, and protect its remarkable biodiversity*

.....

This year Hampstead Heath celebrates its 150th anniversary as a protected space. It remains a piece of British countryside in the centre of a metropolis. With over ten million visitors a year, its wildlife and habitats are under pressure from increasing use, climate change and urban pollution. Help us to protect the Heath and keep it a sanctuary for nature and people.

Caring for the Heath: what we all can do!

The City of London and English Heritage manage these habitats to promote biodiversity. You can help too! Spring is the main bird nesting season. When in the woods, please stick to paths and keep your dogs under control, so as not to disturb nesting birds or resting hedgehogs. When in meadows, please do not disturb shrubby meadow margins or anthills.

Fences are few, and are there to protect fragile habitats. Please respect them. Dead hedging, creating a natural fence with fallen branches, is used to protect ancient trees and to discourage people from making new trails, trampling wildflowers and disturbing sensitive habitats. Please don't cross or remove dead hedges.

Frogs spawning

Over a thousand Common Frog breed every Spring in our pools and ponds. Like the Heath's wetland invertebrates and breeding waterside birds, improved planting around ponds and limiting access to ponds by dogs has been beneficial to their success.



Great Spotted Woodpecker

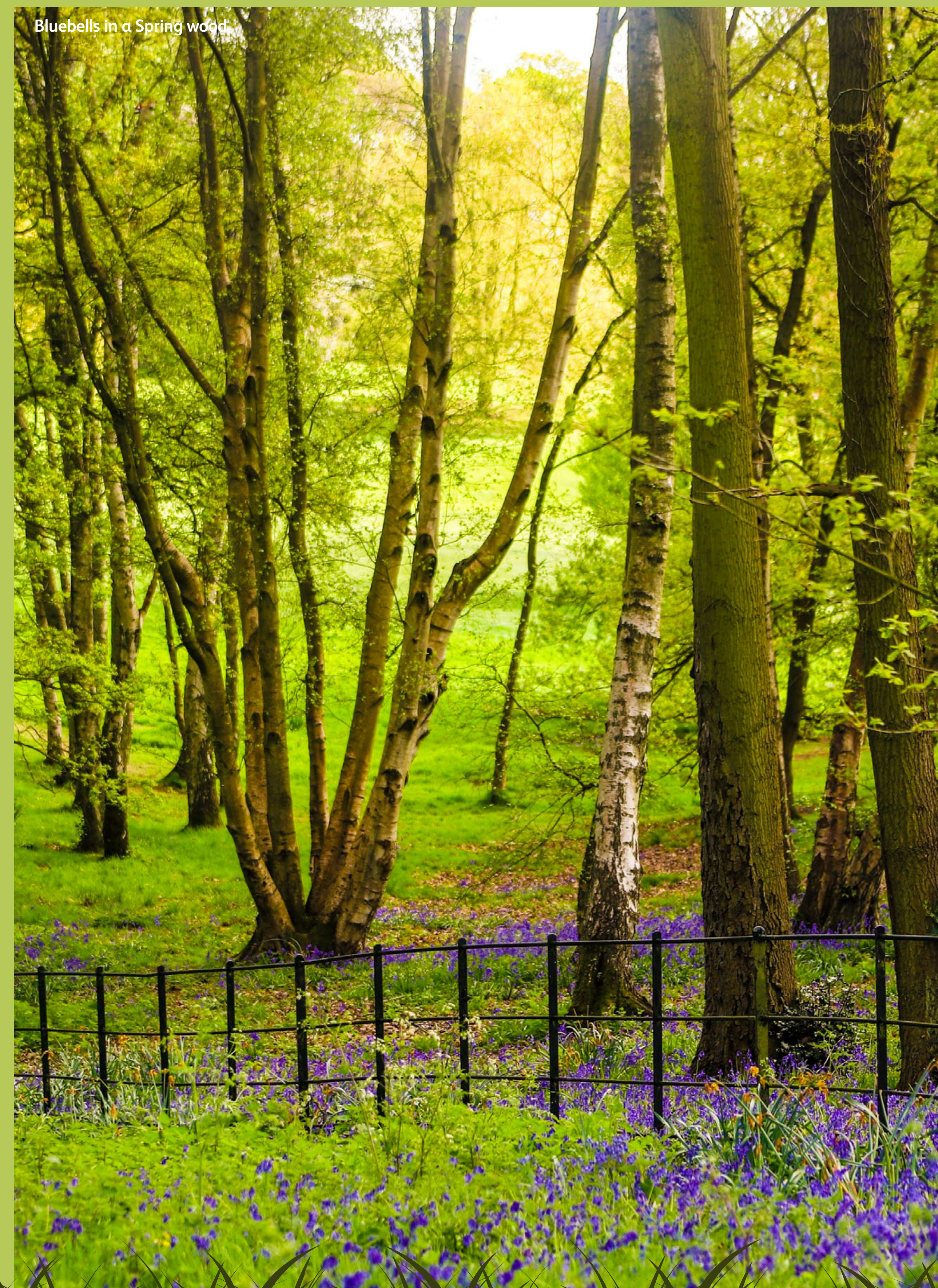


Green Woodpecker



Two Woodpeckers

Woodpeckers are drilling their nest holes. Great Spotted Woodpeckers forage on tree limbs, and make a sharp "chip" call. The Green Woodpecker has a yaffling call, and feeds on the ground on ants. Damage to anthills by people and dogs threatens its survival on the Heath.



Thrushes, our Spring songsters

Three thrushes, Blackbird, Song Thrush and Mistle Thrush, nest on the Heath. Numbers of the last two are declining nationally. Song Thrush have a loud song, made of much-repeated phrases, while the Mistle Thrush sing a clear, simple song from the tallest tree-tops.

Warblers from the South

Warblers return from Africa in April. Blackcaps sing a melodious song from bushes. Chiffchaffs sing a song just like their name, from high in trees. The Whitethroat, breeding in only a few spots on the Heath, sings a raspy song from brambly meadow edges.



Mistle Thrush



Blackcap

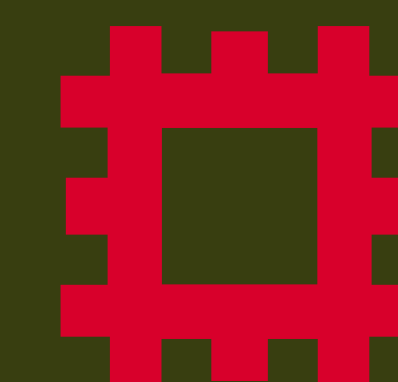


Est. 1897

*The Heath &
Hampstead Society*

Registered Charity

For over a century, the Heath & Hampstead Society has fought to protect the Heath for visitors and for nature. With our partners, we celebrate the Heath's 150th year with this seasonally changing display. For more information, visit www.heathandhampstead.org.uk



ENGLISH
HERITAGE



Hampstead
Heath

Registered Charity



#Heath150

It's Summer

Hampstead Heath: *Discover, enjoy, and protect its remarkable biodiversity*

.....

This year Hampstead Heath celebrates its 150th anniversary as a protected space. It remains a piece of British countryside in the centre of a metropolis. With over ten million visitors a year, its wildlife and habitats are under pressure from increasing use, climate change and urban pollution. Help us to protect the Heath and keep it a sanctuary for nature and people.

Caring for the Heath: what we all can do!

The City of London and English Heritage manage these habitats to promote biodiversity. Long grass and wildflower meadows provide homes for insects and food for birds. Help protect them by keeping your walks to mown "desire lines" and picnicking in short grass areas, leaving the long grass for the creepy crawlies.

We love to let our dogs take a dip in the ponds. But dog swimming disturbs sediments and introduces poisons from flea treatments, both of which can harm dragonflies and other species. To help our pond life, please swim dogs only in designated dog swimming areas.

Ken Wood, a Site of Special Scientific Interest

When Humphry Repton designed the landscape of Kenwood House in 1793, one of his principles was to improve the natural scenery while "making the whole appear the production of nature only". At the edge of Repton's splendid landscape lies an even more natural space, Ken Wood. This ancient woodland has trees over 400 years old. Their many holes are home to protected bats and distinctive hole-nesting birds. Listen for the repeated "hwoo" of Stock Doves in the treetops and the barks of Jackdaws, small relatives of crows, who have a colony in the Wood. Ring-necked Parakeets also breed in Ken Wood's trees.



Summer butterflies

Butterfly numbers have declined dramatically across Britain. New wildflower meadows are helping to restore and protect them on the Heath. The Common Blue lays its eggs on the yellow-flowered Birdsfoot Trefoil. It is one of more than 20 butterfly species you can see here.

Dragonflies over ponds

Our ponds support 16 species of dragonfly and damselfly. Hawkers patrol pond edges, while Darters hunt from pondside perches.

Kestrels over meadows

In Summer, watch young kestrels hover over meadows, learning to hunt mice and voles.

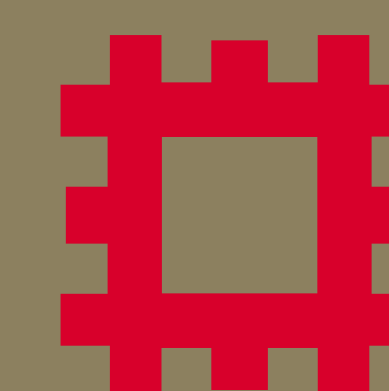


The Heath &
Hampstead Society

Est. 1897

Registered Charity

For over a century, the Heath & Hampstead Society has fought to protect the Heath for visitors and for nature. With our partners, we celebrate the Heath's 150th year with this seasonally changing display. For more information, visit www.heathandhampstead.org.uk



ENGLISH
HERITAGE



Hampstead
Heath

Registered Charity



#Heath150

It's Autumn

Hampstead Heath:

Discover, enjoy, and protect its remarkable biodiversity

.....

This year Hampstead Heath celebrates its 150th anniversary as a protected space. It remains a piece of British countryside in the centre of a metropolis. With over ten million visitors a year, its wildlife and habitats are under pressure from increasing use, climate change and urban pollution. Help us to protect the Heath and keep it a sanctuary for nature and people.

Caring for the Heath: what we all can do!

The City of London and English Heritage manage these habitats to promote biodiversity. As winter approaches dead wood provides homes and food for many species. Please help by not moving around fallen branches and decaying logs.

Why not try increasing biodiversity in your own neighbourhood? Encouraging wildlife and wildflowers in your own garden, window box or local park will help to create green corridors, linking wildlife habitats across to the Heath and other green spaces in London.

Death by a million footfalls

As more people walk on the Heath, footpaths become so compacted that water cannot penetrate and key soil organisms disappear. With roots starved of water, oxygen and food, pathside trees slowly die. To protect trees, dead hedges are put around them. Please keep to the paths and don't make new ones.

Autumn fungi

Where Heath soils are not compacted they develop a network of subterranean fungi that connect and nourish tree roots. Most send up fruiting bodies in Autumn. The Heath has over 650 species of fungi including some nationally rare species.

Tawny Owls

Around October, you will hear Tawny Owls beginning to call across the Heath around sunset, which they will do until Spring. The Heath supports between five and ten pairs of this nationally declining bird. These nocturnal hunters feed on mice, voles and rats.

Original heathland habitats

In the 1800s, acid grassland, gorse and heather covered much of the Heath. Only fragments of these habitats survive, and their careful management supports rare species, including mining bees and spiders that burrow in their sandy soils. The Ivy Mining Bee is active in Autumn, and feeds on flowering ivy.

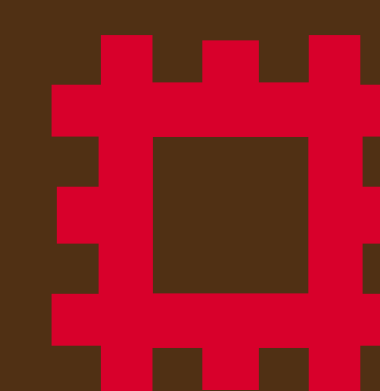


The Heath & Hampstead Society

Est. 1897

Registered Charity

For over a century, the Heath & Hampstead Society has fought to protect the Heath for visitors and for nature. With our partners, we celebrate the Heath's 150th year with this seasonally changing display. For more information, visit www.heathandhampstead.org.uk



ENGLISH HERITAGE



Hampstead Heath

Registered Charity



#Heath150

It's Winter

Hampstead Heath: *Discover, enjoy, and protect its remarkable biodiversity*

.....

This year Hampstead Heath celebrates its 150th anniversary as a protected space. It remains a piece of British countryside in the centre of a metropolis. With over ten million visitors a year, its wildlife and habitats are under pressure from increasing use, climate change and urban pollution. Help us to protect the Heath and keep it a sanctuary for nature and people.

Caring for the Heath: what we all can do!

Why not join a society or volunteer?

The Heath & Hampstead Society and the Friends of Kenwood champion the Heath and Kenwood as a place for visitors and for nature. The Marylebone Birdwatching Society runs regular bird walks, and the London Natural History Society runs biodiversity walks and surveys.

Heath Hands helps people of all backgrounds and abilities to get involved in protecting and maintaining Hampstead Heath. Its volunteers help to manage natural habitats and gardens, monitor wildlife and deliver community and learning activities that make the Heath more inclusive for all. Visit the link below for more information.

Redwing from the North

In winter, large gatherings of chattering Redwing thrushes arrive from Scandinavia. You can find them in trees with Fieldfare, another visiting thrush, or in flocks on fields. They feed through the winter on the red berries of Hawthorn, Rowan and Holly.

Foraging flocks

As winter progresses, small birds team up in flocks that move through the bare trees together feeding on buds and insects, or gather at feeding stations. A flock may contain several species foraging together, such as Blue, Great, Coal and Long-tailed Tit, Firecrest, Treecreeper and Nuthatch.

See a Kingfisher in Winter!

Kingfishers breed in Spring and Summer in specially created sand banks on some of the ponds. But you can see them in Winter too, making a flash of bright colour as they fly, or sitting on bare, pondside limbs.

Hibernating on the Heath

Important London populations of Hedgehog and Grass Snake will now be hibernating in protected areas where they live most of the year, away from humans and dogs. Both hibernate in piles of brush and leaves.



*The Heath &
Hampstead Society*

Est. 1897

Registered Charity

For over a century, the Heath & Hampstead Society has fought to protect the Heath for visitors and for nature. With our partners, we celebrate the Heath's 150th year with this seasonally changing display. For more information, visit www.heathandhampstead.org.uk



ENGLISH
HERITAGE



Hampstead
Heath

Registered Charity



#Heath150

Hampstead Heath Extension Play Area Improvements- Design Brief

April 2021

1. About the space

Before it became public open space the whole Heath Extension was farmland landscape as the “former field pattern of Wylde Farm”¹ and it still retains this character with individual fields, hedges and boundary trees. The play area is situated in what was the ‘Lower Wield Pightle’ field on the farm. It is grass surfaced and is contained by a chestnut pale fence with two access gates.



Strengths

- The natural surrounding area is lovely and feels like countryside.
- Mature trees around the play area.
- Long views from certain areas.
- Seating, especially in the middle of the play area is great for families, social gatherings etc.
- Plenty of space.
- Many fond memories are tied in with the current play area.
- Wildwooders initiative has generated community support and fundraising opportunities.

Weaknesses

- Entrances and approaches to the play area are worn and very muddy when it's wet. The landing zones around the equipment is also worn and muddy.
- A lot of space but not much to do.
- The equipment is old and currently aimed at younger children.
- The play area is does not include equipment for older children.
- The play area is not accessible for all children.
- The equipment does not provide opportunities for Parents/Carers to interact with children.

¹ Hampstead Garden Suburb Character Appraisal, Heath Extension - Area D

Opportunities

- Work in partnership with children, their parents, carers and the wider local community to improve and expand the age range and accessibility of the play area.
- A lot of space within the play area to incorporate natural play features.
- Strengthen the links between the history of the Heath Extension and the play area and using this as a theme to inform the concept design.
- Provide a space that supports the mental and physical health and wellbeing of children.

2. What we'd like – Design Principles

An “inclusive, nicer and well kept playground!”²

Play

- There should be more challenge and excitement for all children and more things to interest older children. There should be enough for continuing interest as children grow up.
- There should be more variety of ways to play and more things to do.
- The play area should be more inclusive and designed for a wider range of abilities and ages.
- There should be opportunities for children of different ages and abilities to play together.
- It should be a sociable space where parents, carers, grandparents, older siblings as well as children can share the space and feel welcome.

Place

- The play area should fit into and enhance the ‘spirit of place’ respecting the history and natural environment of the whole Heath Extension area. It should keep a countryside feel rather than feel like an urban park.
- It should be designed with high quality natural materials e.g. timber play equipment and use natural colours.
- Any improvements should respect the sentimental attachment & memories attached to the play space already.
- A play area should be a beautiful place and encourage a sense of ownership and responsibility to care for the Heath.

3. What else needs to be considered – Constraints

- The project is estimated to cost in the region of £40,000.
- The improvements will need to align with the Hampstead Heath Management Strategy 2018-2028 and the Heath’s Play Principles.
- Equipment and natural features will need to be robust and able to withstand use in a public open space.
- Assess the on-going cost of inspecting and maintaining the new play equipment.
- The finished design will fit with current EN 1176 and EN1177 guidelines.
- A risk benefit process will also be used to assess risk (so we don’t design out excitement!)

² <https://www.wildwooders.uk/post/hidden-gems-around-the-heath>

- The improved play area will need to keep within the footprint of the current play area.
- The upper age limit of the play area will be 12 years old.

4. How we're going to improve the space – Process

1. Form a Stakeholder Steering Group (Wildwooders, City of London Corporation & Landscape Architect, representative of the Hampstead Heath Consultative Committee).
2. Concept design.
3. Fundraising.
4. Developed design & planning application.
5. Technical design & tender.
6. Works on site by contractor and City of London Corporation.
7. Inspection, handover and re-opening of the play area.



Date: 10th May 2021
Our reference: DBH/2021/South Hill Park (51)
Email: safetravel@camden.gov.uk

Transport Strategy Service
London Borough of Camden
5 Pancras Square
London
N1C 4AG

Phone: 020 7974 4444
camden.gov.uk

Dear Sir or Madam,

Dockless Bike Hire and Cycle Parking Bay – Opposite Hampstead Heath Station on South Hill Park

We are writing to inform you of the Council's proposal to implement a Dockless Bike Hire and Cycle parking bay on South Hill Park. The council has brought forward this project as part of our Covid-19 Safer Travel measures, to provide high quality sustainable travel options and at the same time ensuring our footways are as clear as possible to allow space for social distancing. We have been working with Dockless Bike Hire operators for the last two years to provide a flexible and sustainable travel option to people who live, work or visit our borough. These Operators provide Bikes that can be located and hired via a mobile phone app.

The Coronavirus (COVID-19) pandemic has created new road safety challenges in Camden that the council is taking seriously. We want to make it easier and safer for people to walk and cycle locally, shop on their local high street, reach their local green spaces, schools and NHS sites, all while maintaining physical distancing. We are also looking to tackle future challenges caused by changes in the way that people travel as lockdown restrictions have been eased. This includes a predicted rise in walking, cycling and car use with people less likely to choose public transport. Further details on our plans and can be found here:

<http://democracy.camden.gov.uk/mglssueHistoryHome.aspx?lId=54173&Opt=0>

As part of this response, we are proposing to create a network of Dockless Bike Hire bays across the Borough, providing dedicated locations from which these bikes can be hired and returned. In most locations, these bays will be located on the road in place of parking spaces, to minimise impacts on the footway, and further encourage switching from car ownership and use to more sustainable modes of travel. Further details, including our approach to implementing these bays, can be found here:

<http://democracy.camden.gov.uk/ieDecisionDetails.aspx?ID=2972>

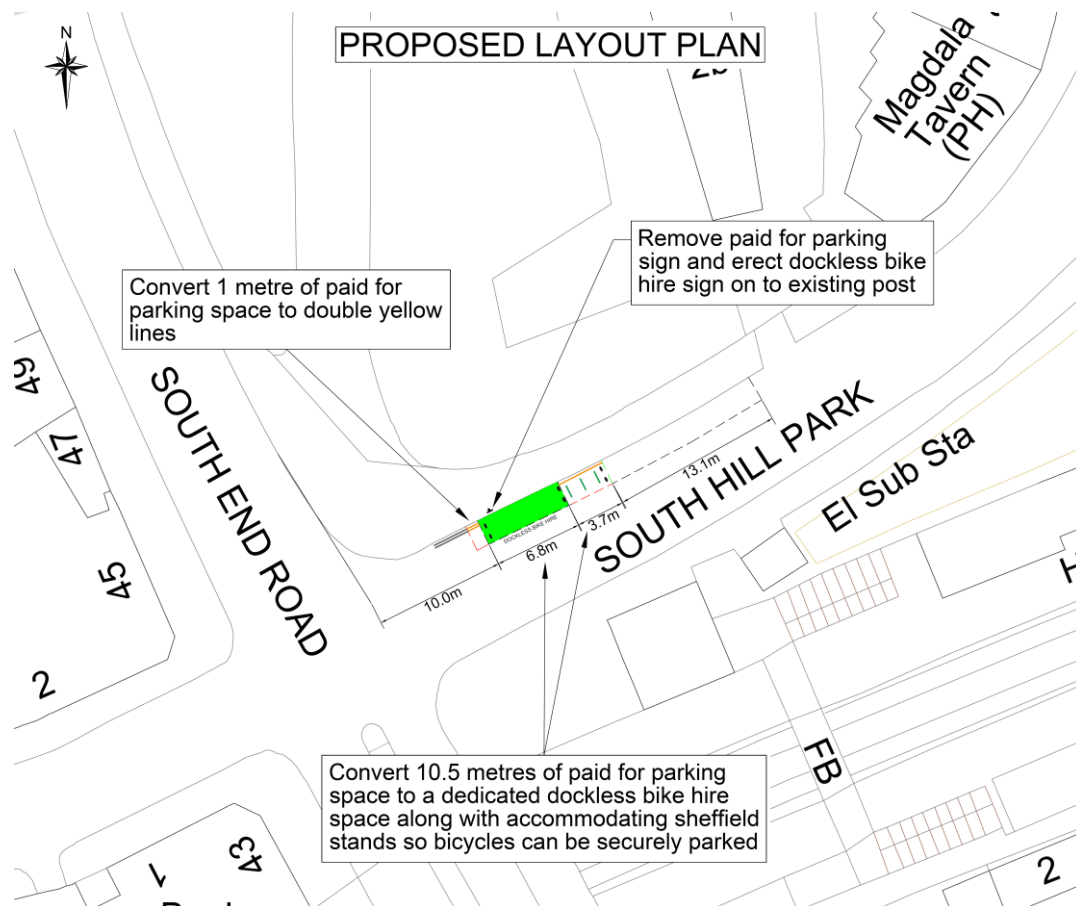
Proposed changes – Opposite Hampstead Heath Station on South Hill Park

The proposals consist of the following:

- To convert two paid for parking spaces to implement one Dockless Bike Hire space and three Sheffield stands to park six normal cycles.

The proposal is illustrated in detail on the plan below; the proposed measures if approved for implementation will result in a loss of two paid for parking spaces.

Sites with islands with a Tree or planting are dependent on a site survey being carried out to measure the depth of any sub-surface utilities.



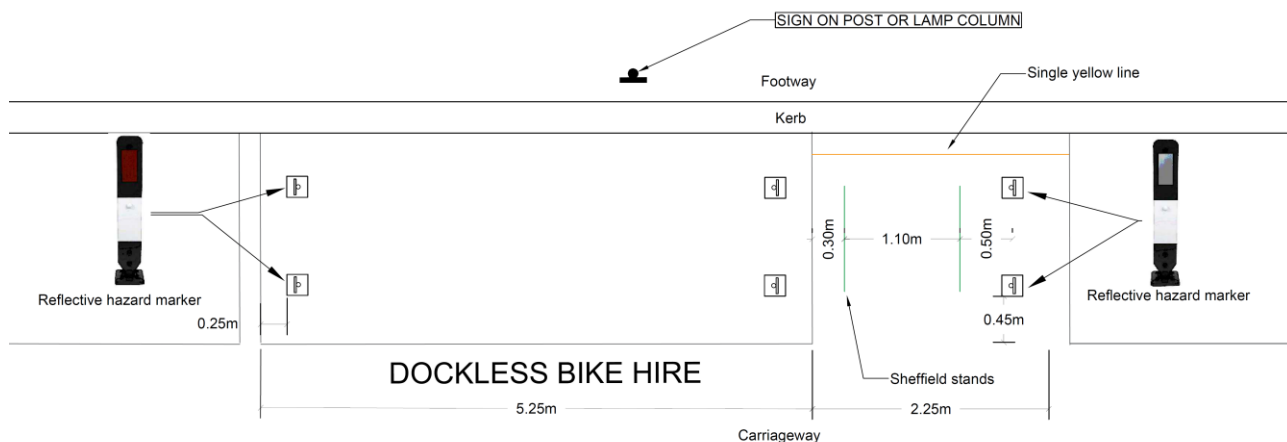
Any person wishing to comment or make representations to any of the proposed changes should send their comments by email, giving reasons for any objection, to safetravel@camden.gov.uk by 28th May 2021.

If approved to progress, prior to implementation a Statutory Traffic Management consultation will be carried out by advertising the proposed changes in the local newspaper (The Camden New Journal and London Gazette).

Yours sincerely,

Camden Safer Travel

The general combined bay design (please note that the detailed design may vary depending on location) is shown below:



Dockless Bike explained in more detail.

Dockless Bikes require no formal on street locking system as we see with Santander Bikes (Boris Bikes) in London. These bikes can be used by downloading a mobile phone app that contains a map showing where your nearest bike is located. Users are charged a fee to unlock the Bike then a per minute charge for the length of the journey. Please see an image below of a standard Dockless Bike bay containing the Bikes.



Date: 10th May 2021
Our reference: DBH/2021/Downshire Hill
Email: safetravel@camden.gov.uk



Transport Strategy Service
London Borough of Camden
5 Pancras Square
London
N1C 4AG

Phone: 020 7974 4444
camden.gov.uk

Dear Sir or Madam,

Dockless Bike Hire and Cycle Parking Bay – Side of Hampstead Heath Offices on Downshire Hill.

We are writing to inform you of the Council's proposal to implement a Dockless Bike Hire and Cycle parking bay on Downshire Hill. The council has brought forward this project as part of our Covid-19 Safer Travel measures, to provide high quality sustainable travel options and at the same time ensuring our footways are as clear as possible to allow space for social distancing. We have been working with Dockless Bike Hire operators for the last two years to provide a flexible and sustainable travel option to people who live, work or visit our borough. These Operators provide Bikes that can be located and hired via a mobile phone app.

The Coronavirus (COVID-19) pandemic has created new road safety challenges in Camden that the council is taking seriously. We want to make it easier and safer for people to walk and cycle locally, shop on their local high street, reach their local green spaces, schools and NHS sites, all while maintaining physical distancing. We are also looking to tackle future challenges caused by changes in the way that people travel as lockdown restrictions have been eased. This includes a predicted rise in walking, cycling and car use with people less likely to choose public transport. Further details on our plans and can be found here:

<http://democracy.camden.gov.uk/mglssueHistoryHome.aspx?lId=54173&Opt=0>

As part of this response, we are proposing to create a network of Dockless Bike Hire bays across the Borough, providing dedicated locations from which these bikes can be hired and returned. In most locations, these bays will be located on the road in place of parking spaces, to minimise impacts on the footway, and further encourage switching from car ownership and use to more sustainable modes of travel. Further details, including our approach to implementing these bays, can be found here:

<http://democracy.camden.gov.uk/ieDecisionDetails.aspx?ID=2972>

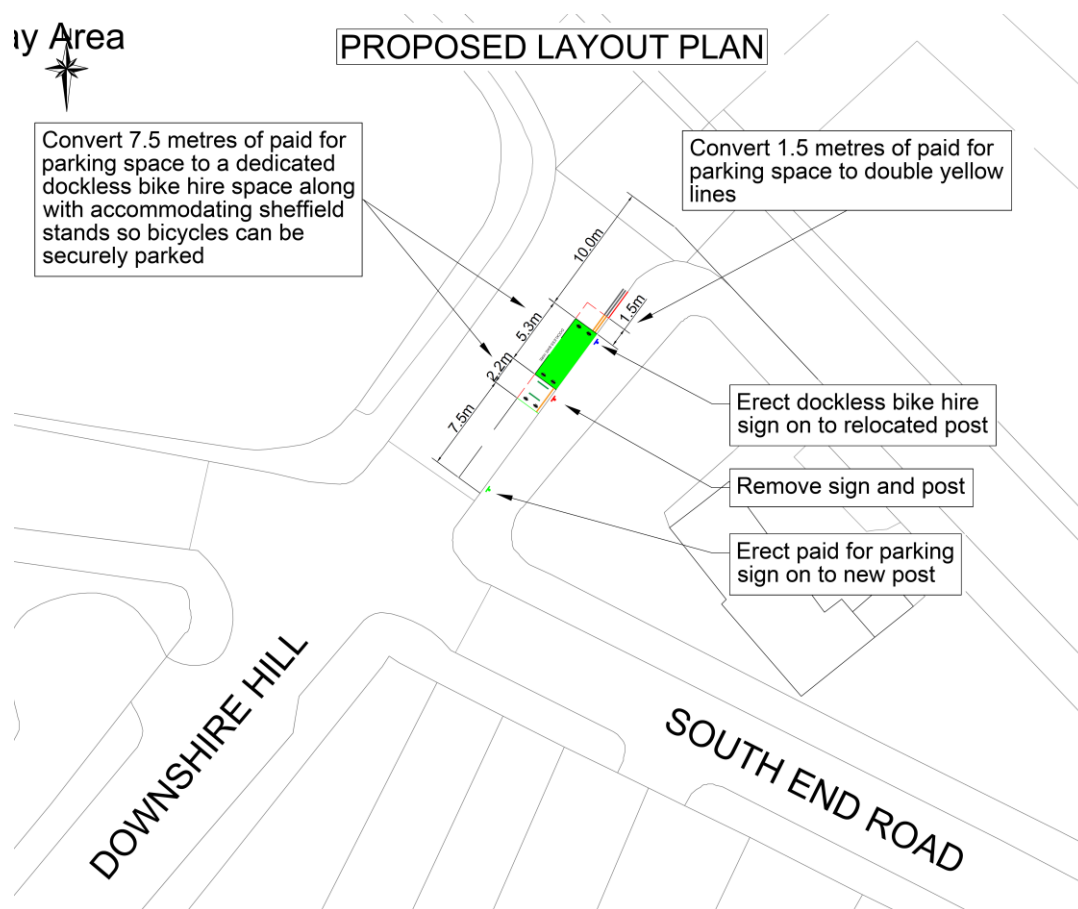
Proposed changes – Side of Hampstead Heath Offices on Downshire Hill.

The proposals consist of the following:

- To convert one and a half paid for parking spaces to implement one Dockless Bike Hire space and two Sheffield stands to park four normal cycles.

The proposal is illustrated in detail on the plan below; the proposed measures if approved for implementation will result in a loss of one and a half paid for parking spaces.

Sites with islands with a Tree or planting are dependent on a site survey being carried out to measure the depth of any sub-surface utilities.



Any person wishing to comment or make representations to any of the proposed changes should send their comments by email, giving reasons for any objection or support, to safetravel@camden.gov.uk by 28th May 2021.

If approved to progress, prior to implementation a Statutory Traffic Management consultation will be carried out by advertising the proposed changes in the local newspaper (The Camden New Journal and London Gazette).

Yours sincerely,

Camden Safer Travel

The general combined bay design (please note that the detailed design may vary depending on location) is shown below:



Dockless Bike explained in more detail.

Dockless Bikes require no formal on street locking system as we see with Santander Bikes (Boris Bikes) in London. These bikes can be used by downloading a mobile phone app that contains a map showing where your nearest bike is located. Users are charged a fee to unlock the Bike then a per minute charge for the length of the journey. Please see an image below of a standard Dockless Bike bay containing the Bikes.



Date: 10th May 2021
Our reference: DBH/2021/Well Walk (Ref 210)
Email: safetravel@camden.gov.uk



Transport Strategy Service
London Borough of Camden
5 Pancras Square
London
N1C 4AG

Phone: 020 7974 4444
camden.gov.uk

Dear Sir or Madam,

Dockless Bike Hire and Cycle Parking Bay – Outside 50 Well Walk

We are writing to inform you of the Council's proposal to implement a Dockless Bike Hire and Cycle parking bay on Well Walk. The council has brought forward this project as part of our Covid-19 Safer Travel measures, to provide high quality sustainable travel options and at the same time ensuring our footways are as clear as possible to allow space for social distancing. We have been working with Dockless Bike Hire operators for the last two years to provide a flexible and sustainable travel option to people who live, work or visit our borough. These Operators provide Bikes that can be located and hired via a mobile phone app.

The Coronavirus (COVID-19) pandemic has created new road safety challenges in Camden that the council is taking seriously. We want to make it easier and safer for people to walk and cycle locally, shop on their local high street, reach their local green spaces, schools and NHS sites, all while maintaining physical distancing. We are also looking to tackle future challenges caused by changes in the way that people travel as lockdown restrictions have been eased. This includes a predicted rise in walking, cycling and car use with people less likely to choose public transport. Further details on our plans and can be found here:

<http://democracy.camden.gov.uk/mglssueHistoryHome.aspx?lId=54173&Opt=0>

As part of this response, we are proposing to create a network of Dockless Bike Hire bays across the Borough, providing dedicated locations from which these bikes can be hired and returned. In most locations, these bays will be located on the road in place of parking spaces, to minimise impacts on the footway, and further encourage switching from car ownership and use to more sustainable modes of travel. Further details, including our approach to implementing these bays, can be found here:

<http://democracy.camden.gov.uk/ieDecisionDetails.aspx?ID=2972>

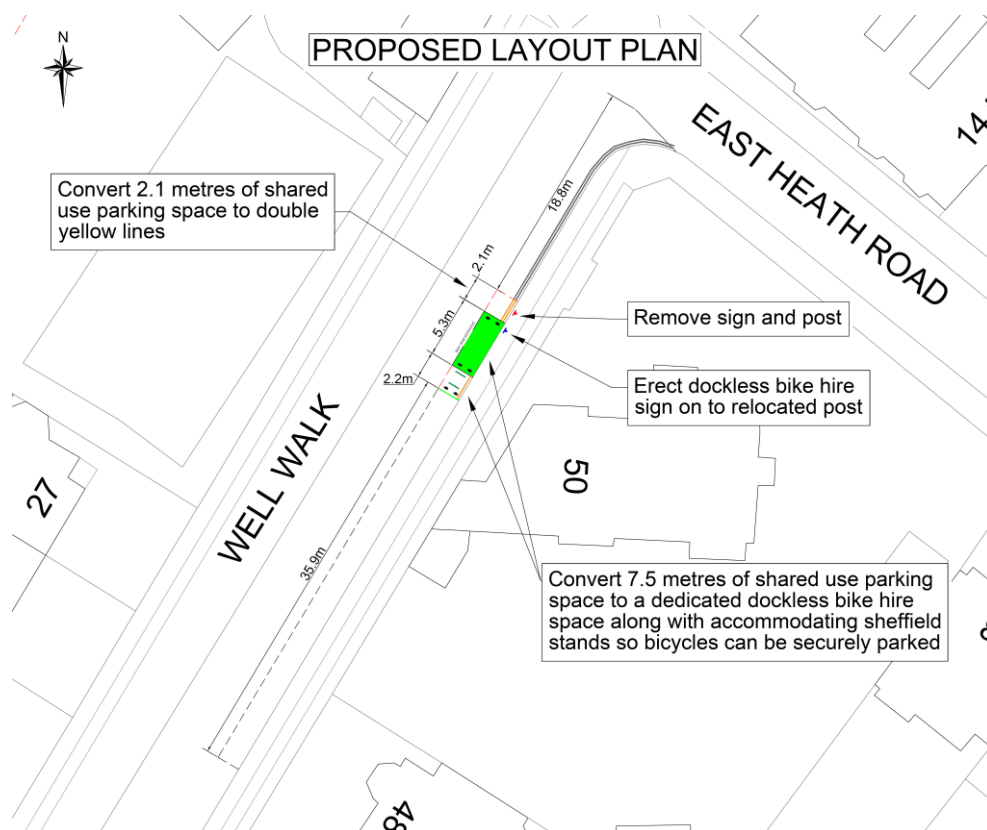
Proposed changes – Outside 50 Well Walk

The proposals consist of the following:

- To convert two shared use (residents and paid for) parking spaces to implement one Dockless Bike Hire space and two Sheffield stands to park four normal cycles.

The proposal is illustrated in detail on the plan below; the proposed measures if approved for implementation will result in a loss of two shared use for parking spaces.

Sites with islands with a Tree or planting are dependent on a site survey being carried out to measure the depth of any sub-surface utilities.



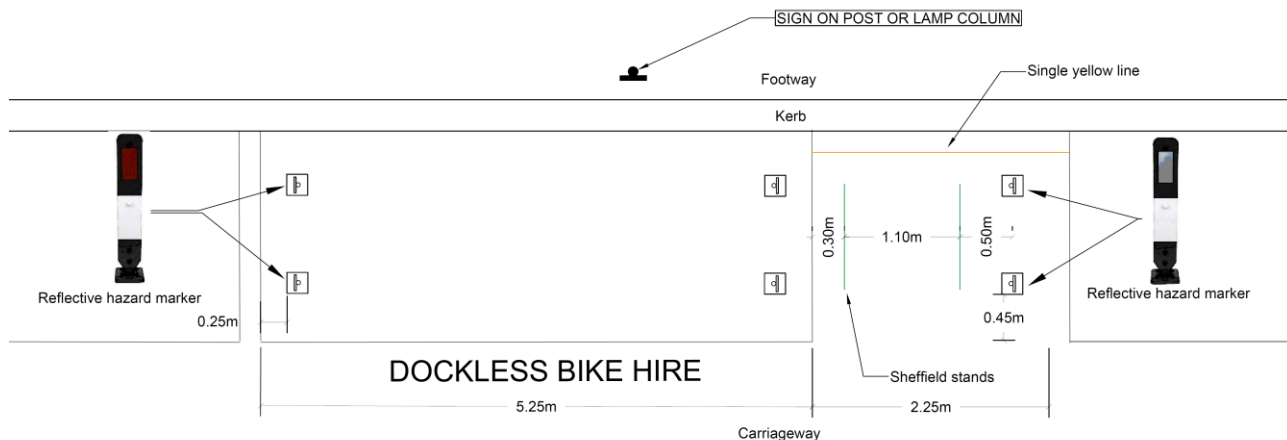
Any person wishing to comment or make representations to any of the proposed changes should send their comments by email, giving reasons for any objection or support, to safetravel@camden.gov.uk by 28th May 2021.

If approved to progress, prior to implementation a Statutory Traffic Management consultation will be carried out by advertising the proposed changes in the local newspaper (The Camden New Journal and London Gazette).

Yours sincerely,

Camden Safer Travel

The general combined bay design (please note that the detailed design may vary depending on location) is shown below:



Dockless Bike explained in more detail.

Dockless Bikes require no formal on street locking system as we see with Santander Bikes (Boris Bikes) in London. These bikes can be used by downloading a mobile phone app that contains a map showing where your nearest bike is located. Users are charged a fee to unlock the Bike then a per minute charge for the length of the journey. Please see an image below of a standard Dockless Bike bay containing the Bikes.



Date: 10th May 2021
Our reference: DBH/2021/Nassington Rd (Ref 206)
Email: safetravel@camden.gov.uk



Transport Strategy Service
London Borough of Camden
5 Pancras Square
London
N1C 4AG

Phone: 020 7974 4444
camden.gov.uk

Dear Sir or Madam,

Dockless Bike Hire and Cycle Parking Bay – Side of 1 Tanza Road in Nassington Road

We are writing to inform you of the Council's proposal to implement a Dockless Bike Hire and Cycle parking bay on Nassington Road. The council has brought forward this project as part of our Covid-19 Safer Travel measures, to provide high quality sustainable travel options and at the same time ensuring our footways are as clear as possible to allow space for social distancing. We have been working with Dockless Bike Hire operators for the last two years to provide a flexible and sustainable travel option to people who live, work or visit our borough. These Operators provide Bikes that can be located and hired via a mobile phone app.

The Coronavirus (COVID-19) pandemic has created new road safety challenges in Camden that the council is taking seriously. We want to make it easier and safer for people to walk and cycle locally, shop on their local high street, reach their local green spaces, schools and NHS sites, all while maintaining physical distancing. We are also looking to tackle future challenges caused by changes in the way that people travel as lockdown restrictions have been eased. This includes a predicted rise in walking, cycling and car use with people less likely to choose public transport. Further details on our plans and can be found here:

<http://democracy.camden.gov.uk/mglssueHistoryHome.aspx?lId=54173&Opt=0>

As part of this response, we are proposing to create a network of Dockless Bike Hire bays across the Borough, providing dedicated locations from which these bikes can be hired and returned. In most locations, these bays will be located on the road in place of parking spaces, to minimise impacts on the footway, and further encourage switching from car ownership and use to more sustainable modes of travel. Further details, including our approach to implementing these bays, can be found here:

<http://democracy.camden.gov.uk/ieDecisionDetails.aspx?ID=2972>

Proposed changes – Side of 1 Tanza Road in Nassington Road

The proposals consist of the following:

- To convert one and a half resident parking spaces to implement one Dockless Bike Hire space and two Sheffield stands to park four normal cycles.

The proposal is illustrated in detail on the plan below; the proposed measures if approved for implementation will result in a loss of one and a half resident parking spaces.

Sites with islands with a Tree or planting are dependent on a site survey being carried out to measure the depth of any sub-surface utilities.



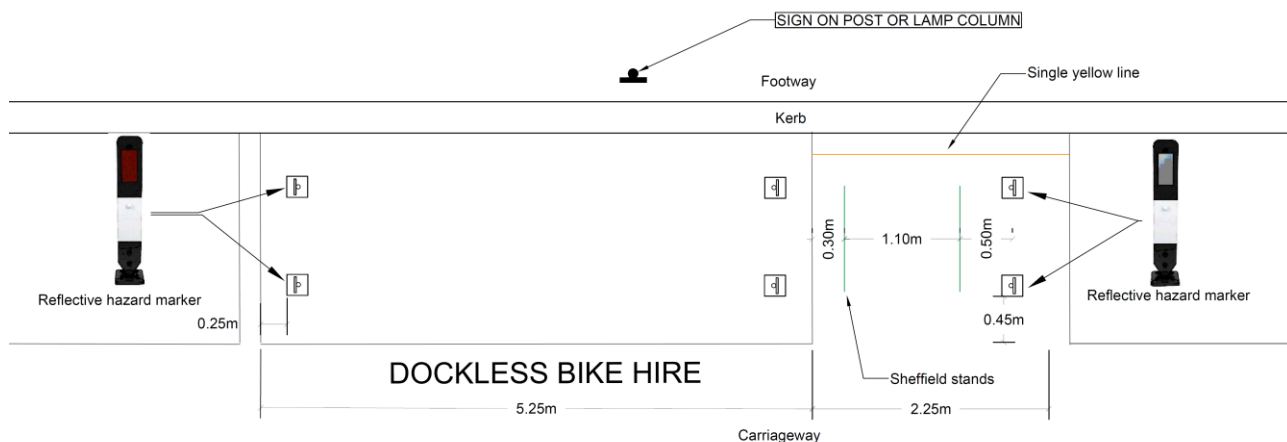
Any person wishing to comment or make representations to any of the proposed changes should send their comments by email, giving reasons for any objection or support, to safetravel@camden.gov.uk by 28th May 2021.

If approved to progress, prior to implementation a Statutory Traffic Management consultation will be carried out by advertising the proposed changes in the local newspaper (The Camden New Journal and London Gazette).

Yours sincerely,

Camden Safer Travel

The general combined bay design (please note that the detailed design may vary depending on location) is shown below:



Dockless Bike explained in more detail.

Dockless Bikes require no formal on street locking system as we see with Santander Bikes (Boris Bikes) in London. These bikes can be used by downloading a mobile phone app that contains a map showing where your nearest bike is located. Users are charged a fee to unlock the Bike then a per minute charge for the length of the journey. Please see an image below of a standard Dockless Bike bay containing the Bikes.



Date: 10th May 2021
Our reference: DBH/2021/Parliament Hill (Ref 207)
Email: safetravel@camden.gov.uk



Transport Strategy Service
London Borough of Camden
5 Pancras Square
London
N1C 4AG

Phone: 020 7974 4444
camden.gov.uk

Dear Sir or Madam,

Dockless Bike Hire and Cycle Parking Bay – Outside 72 Parliament Hill

We are writing to inform you of the Council's proposal to implement a Dockless Bike Hire and Cycle parking bay on Parliament Hill. The council has brought forward this project as part of our Covid-19 Safer Travel measures, to provide high quality sustainable travel options and at the same time ensuring our footways are as clear as possible to allow space for social distancing. We have been working with Dockless Bike Hire operators for the last two years to provide a flexible and sustainable travel option to people who live, work or visit our borough. These Operators provide Bikes that can be located and hired via a mobile phone app.

The Coronavirus (COVID-19) pandemic has created new road safety challenges in Camden that the council is taking seriously. We want to make it easier and safer for people to walk and cycle locally, shop on their local high street, reach their local green spaces, schools and NHS sites, all while maintaining physical distancing. We are also looking to tackle future challenges caused by changes in the way that people travel as lockdown restrictions have been eased. This includes a predicted rise in walking, cycling and car use with people less likely to choose public transport. Further details on our plans and can be found here:

<http://democracy.camden.gov.uk/mglssueHistoryHome.aspx?lId=54173&Opt=0>

As part of this response, we are proposing to create a network of Dockless Bike Hire bays across the Borough, providing dedicated locations from which these bikes can be hired and returned. In most locations, these bays will be located on the road in place of parking spaces, to minimise impacts on the footway, and further encourage switching from car ownership and use to more sustainable modes of travel. Further details, including our approach to implementing these bays, can be found here:

<http://democracy.camden.gov.uk/ieDecisionDetails.aspx?ID=2972>

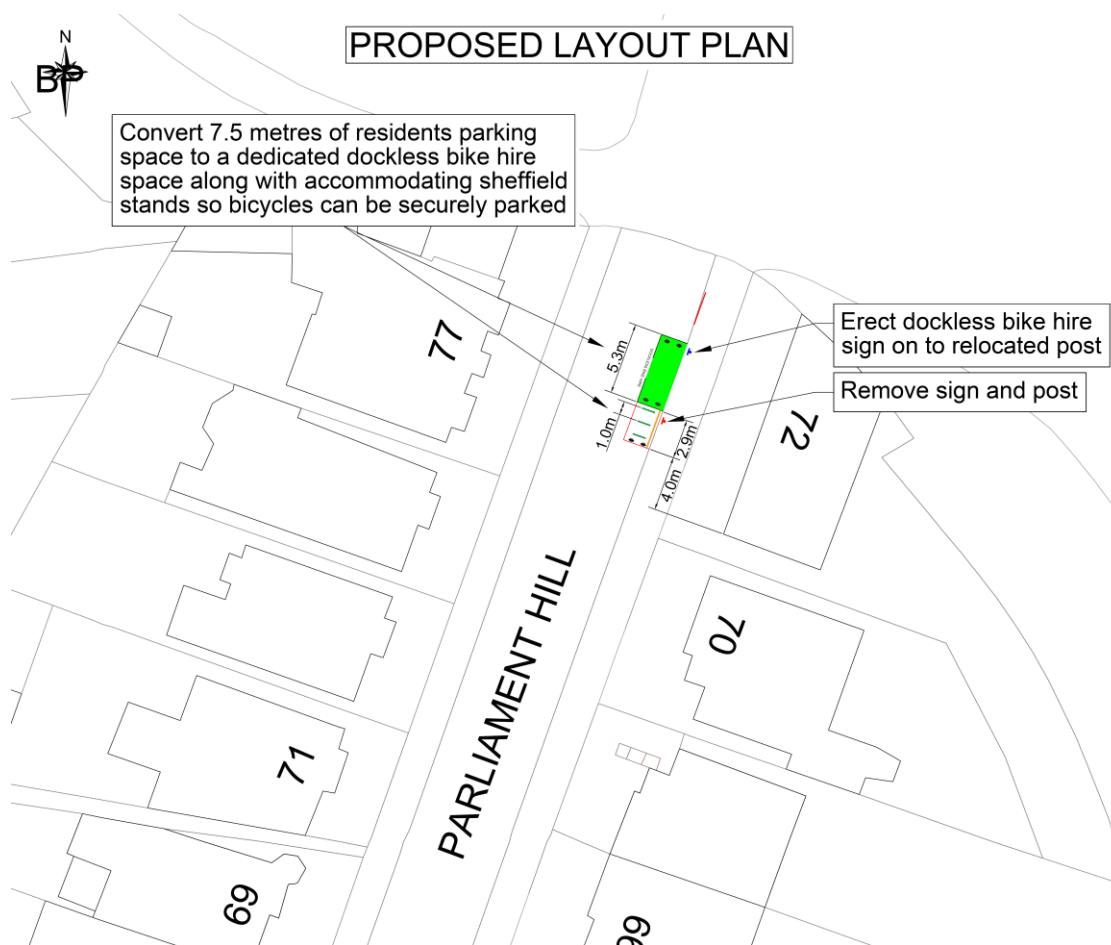
Proposed changes – Outside 72 Parliament Hill

The proposals consist of the following:

- To convert one and a half resident parking spaces to implement one Dockless Bike Hire space and two Sheffield stands to park four normal cycles.

The proposal is illustrated in detail on the plan below; the proposed measures if approved for implementation will result in a loss of one and a half resident parking spaces.

Sites with islands with a Tree or planting are dependent on a site survey being carried out to measure the depth of any sub-surface utilities.



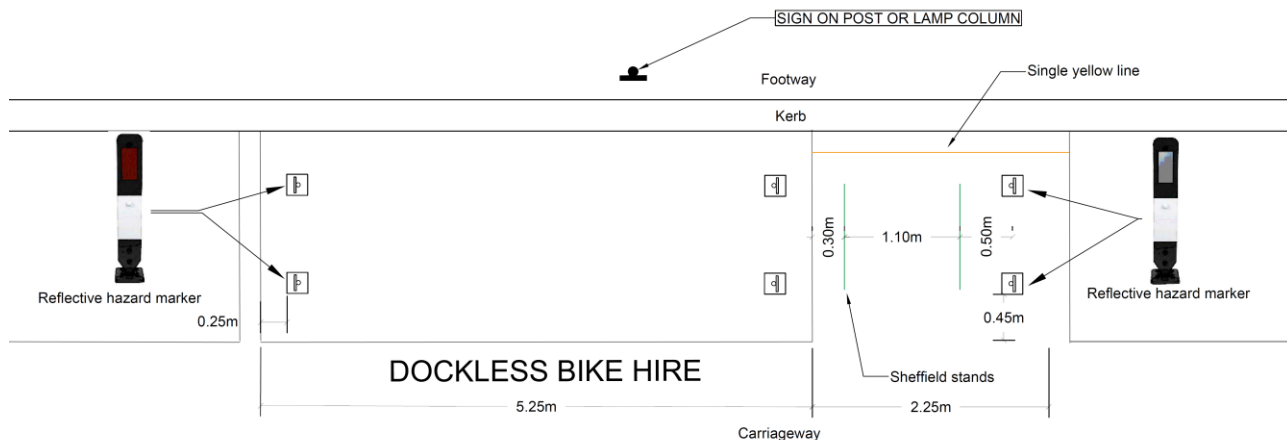
Any person wishing to comment or make representations to any of the proposed changes should send their comments by email, giving reasons for any objection or support, to safetravel@camden.gov.uk by 28th May 2021.

If approved to progress, prior to implementation a Statutory Traffic Management consultation will be carried out by advertising the proposed changes in the local newspaper (The Camden New Journal and London Gazette).

Yours sincerely,

Camden Safer Travel

The general combined bay design (please note that the detailed design may vary depending on location) is shown below:



Dockless Bike explained in more detail.

Dockless Bikes require no formal on street locking system as we see with Santander Bikes (Boris Bikes) in London. These bikes can be used by downloading a mobile phone app that contains a map showing where your nearest bike is located. Users are charged a fee to unlock the Bike then a per minute charge for the length of the journey. Please see an image below of a standard Dockless Bike bay containing the Bikes.



Date: 10th May 2021
Our reference: DBH/2021/Millfield Lane (Ref 193)
Email: safetravel@camden.gov.uk



Transport Strategy Service
London Borough of Camden
5 Pancras Square
London
N1C 4AG

Phone: 020 7974 4444
camden.gov.uk

Dear Sir or Madam,

Dockless Bike Hire and Cycle Parking Bay – Outside 24 Millfield Lane

We are writing to inform you of the Council's proposal to implement a Dockless Bike Hire and Cycle parking bay on Millfield Lane. The council has brought forward this project as part of our Covid-19 Safer Travel measures, to provide high quality sustainable travel options and at the same time ensuring our footways are as clear as possible to allow space for social distancing. We have been working with Dockless Bike Hire operators for the last two years to provide a flexible and sustainable travel option to people who live, work or visit our borough. These Operators provide Bikes that can be located and hired via a mobile phone app.

The Coronavirus (COVID-19) pandemic has created new road safety challenges in Camden that the council is taking seriously. We want to make it easier and safer for people to walk and cycle locally, shop on their local high street, reach their local green spaces, schools and NHS sites, all while maintaining physical distancing. We are also looking to tackle future challenges caused by changes in the way that people travel as lockdown restrictions have been eased. This includes a predicted rise in walking, cycling and car use with people less likely to choose public transport. Further details on our plans and can be found here:

<http://democracy.camden.gov.uk/mglssueHistoryHome.aspx?lId=54173&Opt=0>

As part of this response, we are proposing to create a network of Dockless Bike Hire bays across the Borough, providing dedicated locations from which these bikes can be hired and returned. In most locations, these bays will be located on the road in place of parking spaces, to minimise impacts on the footway, and further encourage switching from car ownership and use to more sustainable modes of travel. Further details, including our approach to implementing these bays, can be found here:

<http://democracy.camden.gov.uk/ieDecisionDetails.aspx?ID=2972>

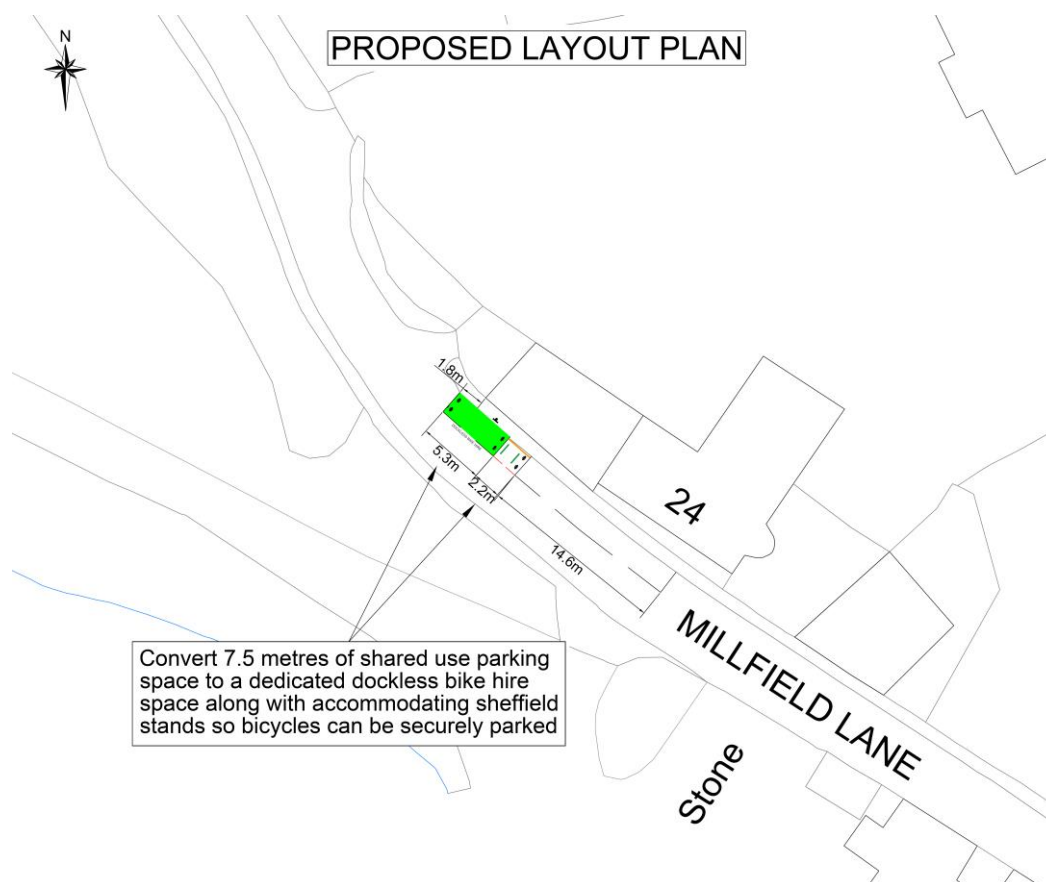
Proposed changes – Outside 24 Millfield Lane

The proposals consist of the following:

- To convert one and a half shared use (residents and paid for) parking spaces to implement one Dockless Bike Hire space and two Sheffield stands to park four normal cycles.

The proposal is illustrated in detail on the plan below; the proposed measures if approved for implementation will result in a loss of one and a half shared use for parking spaces.

Sites with islands with a Tree or planting are dependent on a site survey being carried out to measure the depth of any sub-surface utilities.



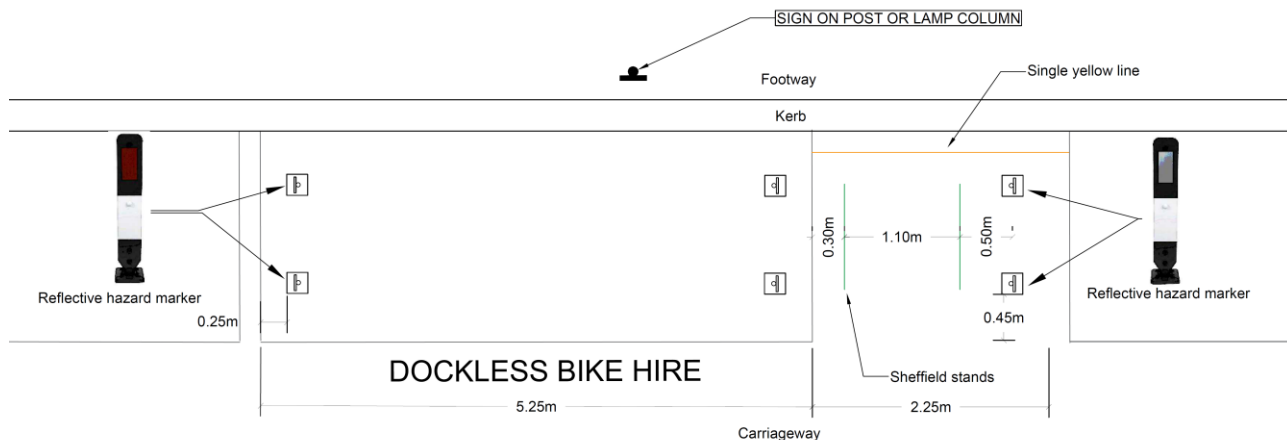
Any person wishing to comment or make representations to any of the proposed changes should send their comments by email, giving reasons for any objection or support, to safetravel@camden.gov.uk by 28th May 2021.

If approved to progress, prior to implementation a Statutory Traffic Management consultation will be carried out by advertising the proposed changes in the local newspaper (The Camden New Journal and London Gazette).

Yours sincerely,

Camden Safer Travel

The general combined bay design (please note that the detailed design may vary depending on location) is shown below:



Dockless Bike explained in more detail.

Dockless Bikes require no formal on street locking system as we see with Santander Bikes (Boris Bikes) in London. These bikes can be used by downloading a mobile phone app that contains a map showing where your nearest bike is located. Users are charged a fee to unlock the Bike then a per minute charge for the length of the journey. Please see an image below of a standard Dockless Bike bay containing the Bikes.



Date: 10th May 2021
Our reference: DBH/2021/Highgate Road (Ref 203)
Email: safetravel@camden.gov.uk



Transport Strategy Service
London Borough of Camden
5 Pancras Square
London
N1C 4AG

Phone: 020 7974 4444
camden.gov.uk

Dear Sir or Madam,

Dockless Bike Hire and Cycle Parking Bay – Opposite La Sainte Union School in Highgate Road

We are writing to inform you of the Council's proposal to implement a Dockless Bike Hire and Cycle parking bay on Highgate Road. The council has brought forward this project as part of our Covid-19 Safer Travel measures, to provide high quality sustainable travel options and at the same time ensuring our footways are as clear as possible to allow space for social distancing. We have been working with Dockless Bike Hire operators for the last two years to provide a flexible and sustainable travel option to people who live, work or visit our borough. These Operators provide Bikes that can be located and hired via a mobile phone app.

The Coronavirus (COVID-19) pandemic has created new road safety challenges in Camden that the council is taking seriously. We want to make it easier and safer for people to walk and cycle locally, shop on their local high street, reach their local green spaces, schools and NHS sites, all while maintaining physical distancing. We are also looking to tackle future challenges caused by changes in the way that people travel as lockdown restrictions have been eased. This includes a predicted rise in walking, cycling and car use with people less likely to choose public transport. Further details on our plans and can be found here:

<http://democracy.camden.gov.uk/mglssueHistoryHome.aspx?lId=54173&Opt=0>

As part of this response, we are proposing to create a network of Dockless Bike Hire bays across the Borough, providing dedicated locations from which these bikes can be hired and returned. In most locations, these bays will be located on the road in place of parking spaces, to minimise impacts on the footway, and further encourage switching from car ownership and use to more sustainable modes of travel. Further details, including our approach to implementing these bays, can be found here:

<http://democracy.camden.gov.uk/ieDecisionDetails.aspx?ID=2972>

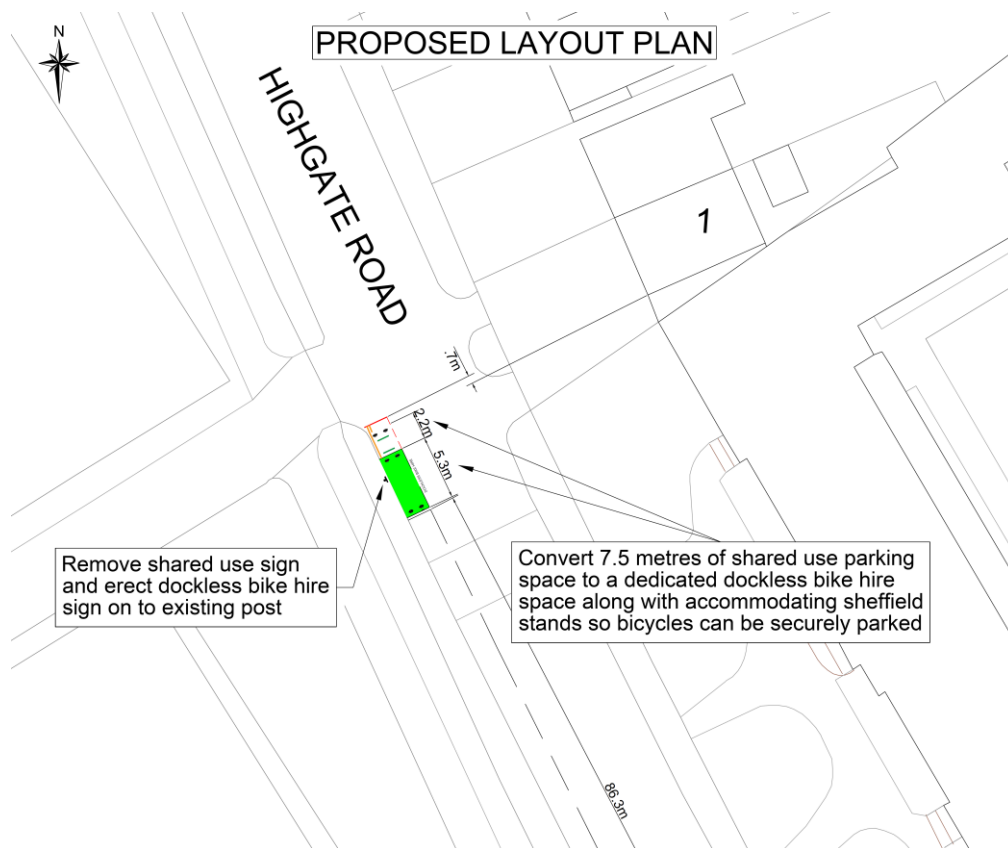
Proposed changes – Opposite La Sainte Union School in Highgate Road

The proposals consist of the following:

- To convert one and a half shared use (residents and paid for) parking spaces to implement one Dockless Bike Hire space and two Sheffield stands to park four normal cycles.

The proposal is illustrated in detail on the plan below; the proposed measures if approved for implementation will result in a loss of one and a half shared use for parking spaces.

Sites with islands with a Tree or planting are dependent on a site survey being carried out to measure the depth of any sub-surface utilities.



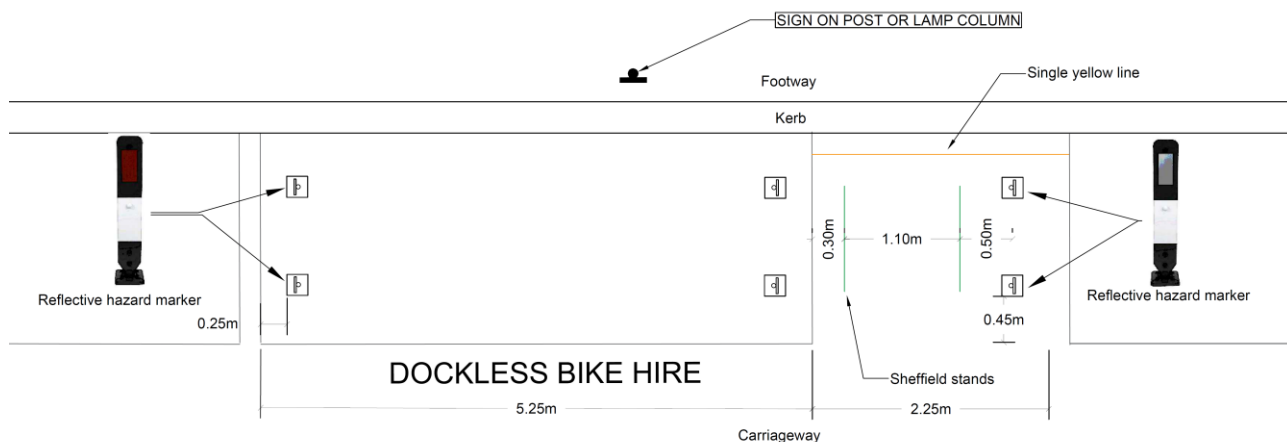
Any person wishing to comment or make representations to any of the proposed changes should send their comments by email, giving reasons for any objection or support, to safetravel@camden.gov.uk by 28th May 2021.

If approved to progress, prior to implementation a Statutory Traffic Management consultation will be carried out by advertising the proposed changes in the local newspaper (The Camden New Journal and London Gazette).

Yours sincerely,

Camden Safer Travel

The general combined bay design (please note that the detailed design may vary depending on location) is shown below:



Dockless Bike explained in more detail.

Dockless Bikes require no formal on street locking system as we see with Santander Bikes (Boris Bikes) in London. These bikes can be used by downloading a mobile phone app that contains a map showing where your nearest bike is located. Users are charged a fee to unlock the Bike then a per minute charge for the length of the journey. Please see an image below of a standard Dockless Bike bay containing the Bikes.



***Following three sites are Dockless Bike Hire only**

Date: 10th May 2021
Our reference: DBH/2021/Branch Hill (Ref 273)
Email: safetravel@camden.gov.uk



Transport Strategy Service
London Borough of Camden
5 Pancras Square
London
N1C 4AG

Phone: 020 7974 4444
camden.gov.uk

Dear Sir or Madam,

Dockless Bike Hire Bay – Savoy Court in Branch Hill

We are writing to inform you of the Council's proposal to implement a Dockless Bike Hire bay on Branch Hill. The council has brought forward this project as part of our Covid-19 Safer Travel measures, to provide high quality sustainable travel options and at the same time ensuring our footways are as clear as possible to allow space for social distancing. We have been working with Dockless Bike Hire operators for the last two years to provide a flexible and sustainable travel option to people who live, work or visit our borough. These Operators provide Bikes that can be located and hired via a mobile phone app.

The Coronavirus (COVID-19) pandemic has created new road safety challenges in Camden that the council is taking seriously. We want to make it easier and safer for people to walk and cycle locally, shop on their local high street, reach their local green spaces, schools and NHS sites, all while maintaining physical distancing. We are also looking to tackle future challenges caused by changes in the way that people travel as lockdown restrictions have been eased. This includes a predicted rise in walking, cycling and car use with people less likely to choose public transport. Further details on our plans and can be found here:

<http://democracy.camden.gov.uk/mglIssueHistoryHome.aspx?Ild=54173&Opt=0>

As part of this response, we are proposing to create a network of Dockless Bike Hire bays across the Borough, providing dedicated locations from which these bikes can be hired and returned. In most locations, these bays will be located on the road in place of parking spaces, to minimise impacts on the footway, and further encourage switching from car ownership and use to more sustainable modes of travel. Further details, including our approach to implementing these bays, can be found here:

<http://democracy.camden.gov.uk/ieDecisionDetails.aspx?ID=2972>

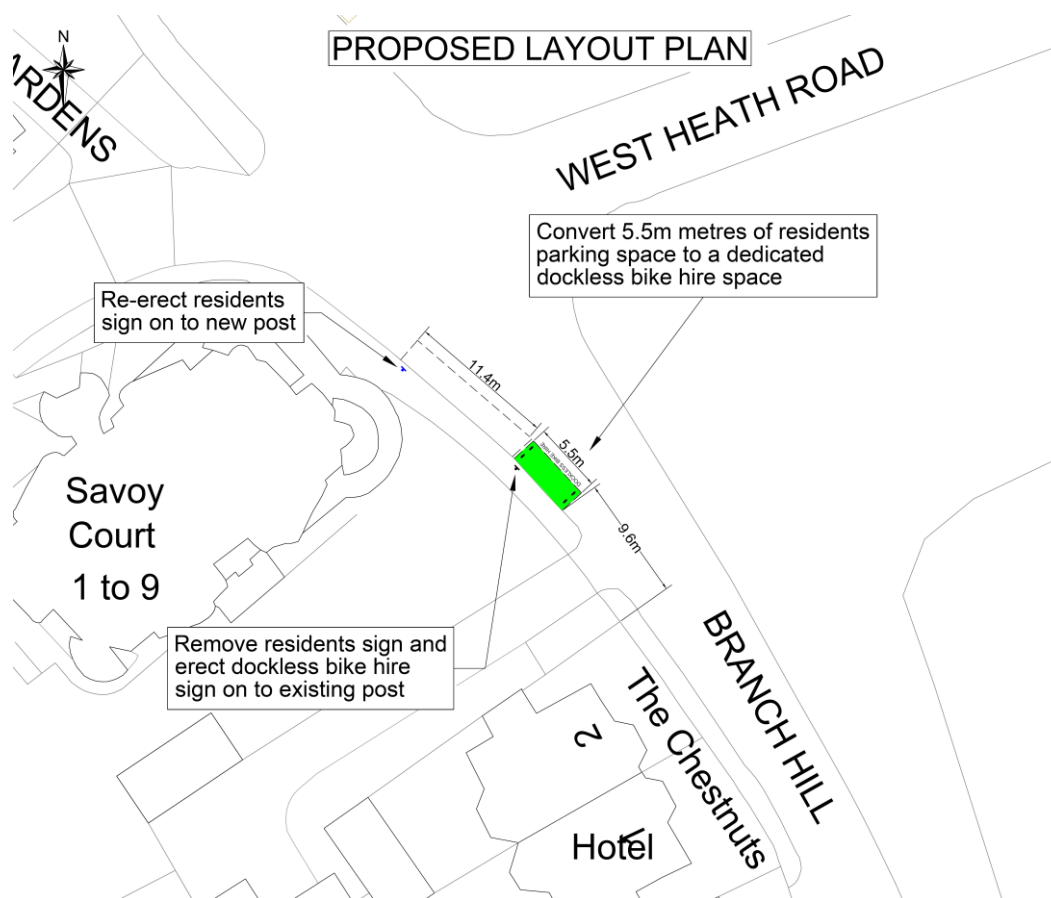
Proposed changes – Savoy Court in Branch Hill

The proposals consist of the following:

- To convert one residents parking space to implement one Dockless Bike Hire space.

The proposal is illustrated in detail on the plan below; the proposed measures if approved for implementation will result in a loss of one residents space.

Sites with islands with a Tree or planting are dependent on a site survey being carried out to measure the depth of any sub-surface utilities.



Any person wishing to comment or make representations to any of the proposed changes should send their comments by email, giving reasons for any objection or support, to safetravel@camden.gov.uk by 28th May 2021.

If approved to progress, prior to implementation a Statutory Traffic Management consultation will be carried out by advertising the proposed changes in the local newspaper (The Camden New Journal and London Gazette).

Yours sincerely,

Camden Safer Travel

The general bay design (please note that the detailed design may vary depending on location) is shown below:



Dockless Bikes explained in more detail.

Dockless Bikes require no formal on street locking system as we see with Santander Bikes (Boris Bikes) in London. These bikes can be used by downloading a mobile phone app that contains a map showing where your nearest bike is located. Users are charged a fee to unlock the Bike then a per minute charge for the length of the journey. Please see an image below of a standard Dockless Bike bay containing the Bikes.



Date: 10th May 2021
Our reference: DBH/2021/West Heath Road (275)
Email: safetravel@camden.gov.uk



Transport Strategy Service
London Borough of Camden
5 Pancras Square
London
N1C 4AG

Phone: 020 7974 4444
camden.gov.uk

Dear Sir or Madam,

Dockless Bike Hire Bay – Opposite 23 West Heath Road

We are writing to inform you of the Council's proposal to implement a Dockless Bike Hire bay on West Heath Road. The council has brought forward this project as part of our Covid-19 Safer Travel measures, to provide high quality sustainable travel options and at the same time ensuring our footways are as clear as possible to allow space for social distancing. We have been working with Dockless Bike Hire operators for the last two years to provide a flexible and sustainable travel option to people who live, work or visit our borough. These Operators provide Bikes that can be located and hired via a mobile phone app.

The Coronavirus (COVID-19) pandemic has created new road safety challenges in Camden that the council is taking seriously. We want to make it easier and safer for people to walk and cycle locally, shop on their local high street, reach their local green spaces, schools and NHS sites, all while maintaining physical distancing. We are also looking to tackle future challenges caused by changes in the way that people travel as lockdown restrictions have been eased. This includes a predicted rise in walking, cycling and car use with people less likely to choose public transport. Further details on our plans and can be found here:

<http://democracy.camden.gov.uk/mglIssueHistoryHome.aspx?IId=54173&Opt=0>

As part of this response, we are proposing to create a network of Dockless Bike Hire bays across the Borough, providing dedicated locations from which these bikes can be hired and returned. In most locations, these bays will be located on the road in place of parking spaces, to minimise impacts on the footway, and further encourage switching from car ownership and use to more sustainable modes of travel. Further details, including our approach to implementing these bays, can be found here:

<http://democracy.camden.gov.uk/ieDecisionDetails.aspx?ID=2972>

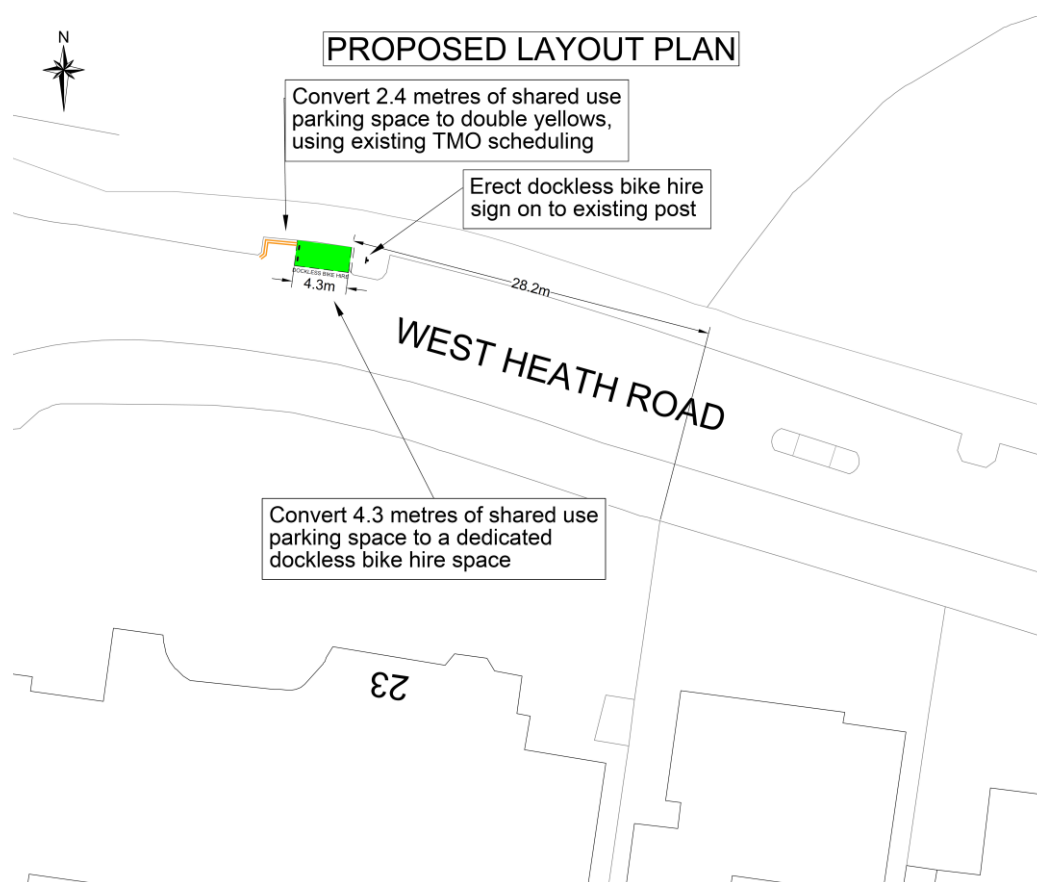
Proposed changes – Opposite 23 West Heath Road

The proposals consist of the following:

- To convert one shared use parking space (residents and paid for parking) to implement one Dockless Bike Hire space.

The proposal is illustrated in detail on the plan below; the proposed measures if approved for implementation will result in a loss of one shared use parking space.

Sites with islands with a Tree or planting are dependent on a site survey being carried out to measure the depth of any sub-surface utilities.



Any person wishing to comment or make representations to any of the proposed changes should send their comments by email, giving reasons for any objection or support, to safetravel@camden.gov.uk by 28th May 2021.

If approved to progress, prior to implementation a Statutory Traffic Management consultation will be carried out by advertising the proposed changes in the local newspaper (The Camden New Journal and London Gazette).

Yours sincerely,

Camden Safer Travel

The general bay design (please note that the detailed design may vary depending on location) is shown below:



Dockless Bikes explained in more detail.

Dockless Bikes require no formal on street locking system as we see with Santander Bikes (Boris Bikes) in London. These bikes can be used by downloading a mobile phone app that contains a map showing where your nearest bike is located. Users are charged a fee to unlock the Bike then a per minute charge for the length of the journey. Please see an image below of a standard Dockless Bike bay containing the Bikes.



Date: 10th May 2021
Our reference: DBH/2020/Savernake Road(Ref 269)
Email: safetravel@camden.gov.uk



Transport Strategy Service
London Borough of Camden
5 Pancras Square
London
N1C 4AG

Phone: 020 7974 4444
camden.gov.uk

Dear Sir or Madam,

Dockless Bike Hire Bay – Alleyway to Parliament Hill on Savernake Road

We are writing to inform you of the Council's proposal to implement a Dockless Bike Hire bay on Parliament Hill Alleyway. The council has brought forward this project as part of our Covid-19 Safer Travel measures, to provide high quality sustainable travel options and at the same time ensuring our footways are as clear as possible to allow space for social distancing (Currently bikes can be left anywhere safe on the boroughs footways, this proposed change will provide a dedicated space where bike hire users will be required to park the bikes). We have been working with Dockless Bike Hire operators for the last two years to provide a flexible and sustainable travel option to people who live, work or visit our borough. These Operators provide Bikes that can be located and hired via a mobile phone app.

The Coronavirus (COVID-19) pandemic has created new road safety challenges in Camden that the council is taking seriously. We want to make it easier and safer for people to walk and cycle locally, shop on their local high street, reach their local green spaces, schools and NHS sites, all while maintaining physical distancing. We are also looking to tackle future challenges caused by changes in the way that people travel as lockdown restrictions have been eased. This includes a predicted rise in walking, cycling and car use with people less likely to choose public transport. Further details on our plans and can be found here:

<http://democracy.camden.gov.uk/mglIssueHistoryHome.aspx?Ild=54173&Opt=0>

As part of this response, we are proposing to create a network of Dockless Bike Hire bays across the Borough, providing dedicated locations from which these bikes can be hired and returned. In most locations, these bays will be located on the road in place of parking spaces, to minimise impacts on the footway, and further encourage switching from car ownership and use to more sustainable modes of travel. Further details, including our approach to implementing these bays, can be found here:

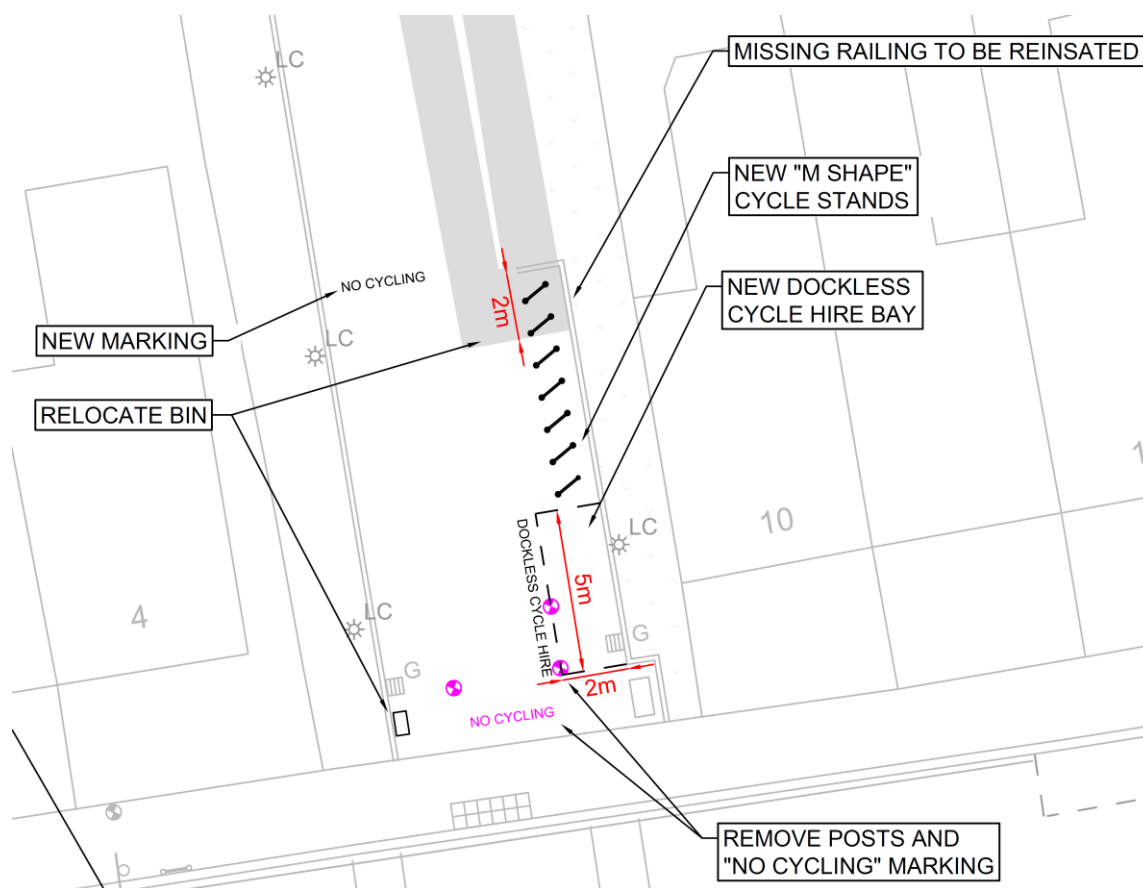
<http://democracy.camden.gov.uk/ieDecisionDetails.aspx?ID=2972>

Proposed changes – Alleyway to Parliament Hill on Savernake Road

The proposals consist of the following:

- To convert a section of footway space to implement one Dockless Bike Hire space.

The proposal is illustrated in detail on the plan below:

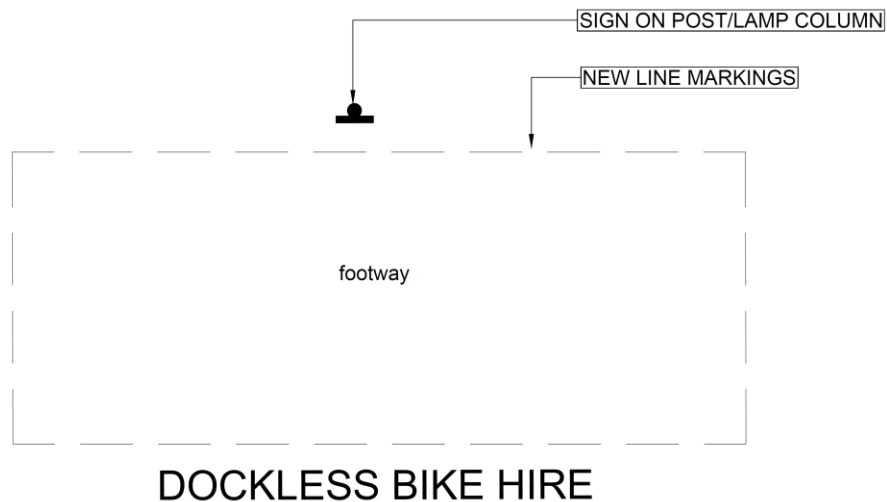


Any person wishing to comment or make representations to any of the proposed changes should send their comments by email, giving reasons for any objection or support, to safetravel@camden.gov.uk by 28th May 2021.

Yours sincerely,

Camden Safer Travel

The general footway bay design (please note that the detailed design may vary depending on location) is shown below:



Dockless Bikes explained in more detail.

Dockless Bikes require no formal on street locking system as we see with Santander Bikes (Boris Bikes) in London. These bikes can be used by downloading a mobile phone app that contains a map showing where your nearest bike is located. Users are charged a fee to unlock the Bike then a per minute charge for the length of the journey. Please see an image below of a standard footway Dockless Bike bay containing the Bikes.



Hampstead Heath Sports and Wellbeing Forum - Terms of Reference

Introduction

It is proposed to broaden and re-focus the remit of the Hampstead Heath Sports Advisory Forum to form a new Hampstead Heath Sports and Wellbeing Forum.

Purpose

Taking a strategic approach, the Hampstead Heath Sports and Wellbeing Forum will develop outcomes for physical and mental health & wellbeing in accordance with the Hampstead Heath Management Strategy 2018 - 2028.

The scope will include supporting capital investment, developing partnerships to promote Health Connections including Social Prescribing and the Heath's role promoting local, national and international events.

This innovative approach will be informed through wider engagement with Heath's representatives for sports, health and wellbeing and guided by relevant strategies including:

- The Corporate Plan 2021-22, and specifically - 'Contribute to a flourishing society' and 'shape outstanding environments'.
- City of London Corporation Sports and Physical Activity Strategy 2020-25.
- Relevant Local Authority Health and Wellbeing Strategies.
- The GLA, Sports England and London Sports ambitions to make London the most physically active City in the World.

Impact Reporting

The impacts of activities, campaigns, projects and programmes that are progressed through the Hampstead Heath Sports and Wellbeing Forum will be included in the Annual Update of the Hampstead Heath Management Strategy 2018 - 2028. This is an opportunity to reflect on what has been achieved and to set out the priorities and focus of the Hampstead Heath Sports and Wellbeing Forum for the coming year.

Membership

It is proposed that Membership will comprise:

- The Chair of the Hampstead Heath, Highgate Wood & Queen's Park Committee.
- Hampstead Heath Consultative Committee nominate two Members representing Sport and Wellbeing.
- A representative for each for the following: Parliament Hill Fields Lido, Highgate Men's Bathing Pond, Kenwood Ladies' Bathing Pond, Hampstead Mixed Bathing Pond, Athletics, Tennis, Bowls/Croquet and Angling.
- A representative for each for the following Team Sports: Rugby, Football and Cricket.
- Representatives from licensed activities relating to sports and physical activity.

- A representative for each of the following: young people, schools, volunteering, disability, mental health, other target groups and underrepresented groups.
- A Trustee representing Heath Hands.
- A representative of Public Health.
- A representative of Camden & Islington Mental Health Trust.
- A representative of London Sport.
- A representative from Pro-Active Camden (PAC).
- Superintendent and Officers from Hampstead Heath.
- Where initiatives and proposals impact on a specific sport, facility, activity or areas of the Heath additional representatives may be invited to participate.

Although Members will be representing individual Organisations, Sports and Clubs, they will be expected to contribute to wider strategic discussions.

Forward Agenda Planning

To support the strategic role of the Forum a forward agenda plan will be agreed and reviewed regularly.

Governance

- Meetings will be Chaired by the Chairman of the Hampstead Heath, Highgate Wood & Queen's Park Committee.
- The Deputy Chair will be a Hampstead Heath Consultative Committee Member representing sport.
- The Hampstead Heath Sports and Wellbeing Forum will meet 3 times a year.
- Meetings will have a public gallery (or where held online, a recording will be made and made available following the meeting). Meetings to be organised and minuted by Officers from Hampstead Heath.
- Declarations of Interest to be declared at the start of each meeting.
- Flexibility retained to call additional meetings.
- Superintendent's Office to seek agenda items 10 working days ahead of the Forum.
- Agenda to be agreed by the Chair and Deputy Chair in discussion with the Superintendent.
- Clubs/Associations/Members to forward updates/proposals/representations to the Superintendent's Office 10 working days in advanced of Forum meetings.
- Agenda, actions from the previous meeting, updates, reports, proposals and representations to be circulated to Hampstead Heath Sports and Wellbeing Forum Members 5 working days ahead of the meeting. Late papers to be circulated with agreement of the Chair.
- Action points will be recorded during meetings and circulated to Forum Members. Action points will also be included in the agenda pack of the following Hampstead Heath Consultative Committee meeting.
- The Terms of Reference of the Hampstead Heath Sports and Wellbeing Forum will be reviewed annually.

Engagement

The Superintendent and City Corporation Officers will continue to actively engage with Heath users, Clubs, Associations and Licensed operators to discuss operational matters, concerns and proposals. Informal site visits and meetings will be arranged to facilitate discussions and develop proposals and initiatives which contribute to achieving the outcomes of the identified strategies. Draft proposals and initiatives will be discussed by the Hampstead Heath Sports and Wellbeing Forum ahead of discussion with the Hampstead Heath Consultative Committee. Where required, proposals and initiatives will be considered by the Hampstead Heath, Highgate Wood & Queen's Park Committee.

To progress proposals small working groups/forums may be formed to allow collaboration between Clubs/users of the facility.

Example – Capital Bid for the reconstruction of the Athletics Track surface. Officers will work with Clubs using the Track Facility to build an application and consider where clubs can contribute and seek external funding to support the Capital Bid.

Implementation timescale

It is proposed the Hampstead Heath Sports and Wellbeing Forum will be launched in July 2021.

This page is intentionally left blank

Dear Mrs Fairweather,

On behalf of the Hampstead Professional Dog Walker's Association

This is a letter to set out a proposed compromise between the professional dog walkers and the CoL regarding the licensing scheme to be introduced in October this year. We have argued since November last year that the scheme, as it was introduced and as it stands, although it has been marginally improved, is an unnecessarily severe scheme. We have argued [repeatedly](#) that there is a scheme which could both protect and enhance the Heath without threatening the livelihoods of the dog walkers. The CoL's representatives have agreed that, in-line with other schemes around London; the AM/PM licensing was unnecessary; that the licenses must be transferable within a company to reflect the flexible nature of the industry; and that the licenses should be costed on a pro rata basis so that part time and full time dog walkers pay a license fee proportionate to their use of the spaces. We appreciate these concessions but would underline that they were concessions on proposed features that do not exist in any other dog walking licensing scheme in London. The scheme remains unnecessarily severe with regard to the overall number of licenses that will be available and the number of dogs that dog walkers will be allowed to walk at one time.

Over time the CoL's justification for the scheme has transformed. Whereas at the start we were told that the scheme was about protecting the Heath from badly behaved dogs and dog walkers now, after we have pressed many times for evidence of this which has not been forthcoming, we are told that the scheme is about protecting the environment. And who can argue with that?! One theme that has been consistent, has been that the authorities should be able to know who is using the spaces for commercial purposes and to obtain a payment for the use of those spaces. We have never had any objection to that. What we object to is that from the first day of the scheme, every dog walker who is unable to obtain a license (which will be more than two thirds of the operators if there are only the equivalent of forty full time licenses) will be out of a job. They have worked very hard, taken on personal financial risk and built their companies from the ground up. With the scheme as it stands they will have no way to offer their services (off-lead runarounds and socialisation in nature) to their customers on day 1. Further, the lucky few who obtain a license will see an average 33% drop in their revenue, when they are forced to walk four dogs instead of six. This will be an enormous hit to their profits making the business unviable for all but the rarest of operators - those who do not use vehicles and those who already charge a premium over their competitors. Further, the scheme as it stands is a lottery. Securing a license or licenses one year does not guarantee that you will be able to secure the same number next year. It will be impossible to run a business when you don't know if you will be permitted to work each January 1st and how many employees and customers you will be able to support. I am not a dog walker any more. I can think of nothing I would rather do less than debate policy with the City of London. I am a supporter of honest, hard working, small businesses men and women and I do not exaggerate when I say that there are very few operators who will be able to overcome the damage done by this scheme as it is proposed.

The compromise we propose is this. Do not cap the number of licenses overall. Richard, Bob and myself have agreed that we should seek to formulate a clear understanding of which walkers use which spaces so that the demand for dog walking licenses can be spread around the spaces to minimise any supposed impact of professional dog walking. I have sent an email to our association today asking everyone to think about which space they would choose if they had to choose and how many days a week they are likely to need. So, instead of capping the overall number of licenses from

the outset, issues licenses for the different spaces, so that everyone currently working can continue, and then use your rights under the legislation to aggressively remove licenses from operators who breach the terms of their conditions. This has always been our position. Permit work to continue and then punish those operators who do not adhere to the agreed standard. Do not indiscriminately ban two thirds of the operators on day 1. You have said in the past that the number of licenses must be kept under review. We agree. But starting from a low point and saying we might review the number upwards after a year will not help the businesses who aren't able to obtain the licenses they need and must sit on their hands for a year waiting incase more licenses become available. The second part of the compromise we suggest is this. Limit the number of dogs to be walked by each walker to five not four. The industry-wide indemnity insurance stipulates six. We know that some other licensing schemes limit four dogs. But some other schemes, for instance in Battersea, limit eight. We would remind you that what is a national average (in effect revenue) cap might not be appropriate for businesses operating with much higher costs in more expensive locations. We would remind you that the spaces we are discussing are not like Richmond with it's deer or Primrose Hill with its limited space. The spaces in question are larger, more heavily wooded and therefore a scheme should be introduced that reflects the nature of the spaces and not be a carbon copy of lazily approved schemes around London that have already led to displacement with the associated additional traffic and pollution. As part of the compromise we propose that with any group of five dogs being walked, two must be kept on leads at all times. This must represent a substantial improvement, to your mind, on the prior situation. As many as eight or more dogs running around off-lead, with no regulation or license fee becomes instead four dogs running around off-lead with two on leads at all times and a walker's registration number that they may be held accountable against after paying a contribution for the use of the space and proving their insurance and assessments are in place. I would remind you that the key pillar of your 'stake holder engagement', the Sheaff report, proposed that a maximum of five dogs was the appropriate limit and did not propose any cap on the number of licenses. CoL has not demonstrated any intellectual justification whatsoever for the four dog/fifty license proposal except that some of its officers think it 'sounds about right'. Against which we, who work in the sector and have spent more than a hundred hours researching the issue, are telling you it will result in catastrophic damage to peoples lives.

Our proposed compromise is fair because it would achieve all of your stated objectives; To disburse the activity around the spaces; reduce the traffic; monitor and regulate the commercial activity; and enable you to identify and sanction trouble makers. We say this is a compromise because although it would still result in a substantial hit to the profitability of the companies it would enable them to continue to work and employ and pay taxes and provide a service to their customers many of whom, though their disabilities or old age, or childcare or work commitments rely on their dog walker. We put our compromise to our members and their customers in a petition you can see here at [change.org](https://www.change.org). We have gathered more than two thousand signatures to date and if you are interested I would urge you to read the comments section. You have heard my opinion several times. The comments section is full of other people's concerns about the proposed scheme.

A final word on adaptation. Several times your side have spoken to me about the need for companies to adapt. Of the fact that small companies must be agile and nimble I am in no doubt. But the truth is that companies in a healthy, dynamic market of the sort your mission statement imagines, must be adaptable to market pressures and not spend their lives forever adapting to government regulation. These companies have already had to adapt to the environmental imperative by beginning the transition to electric vehicles. These companies have taken on huge vehicle finance costs as part of

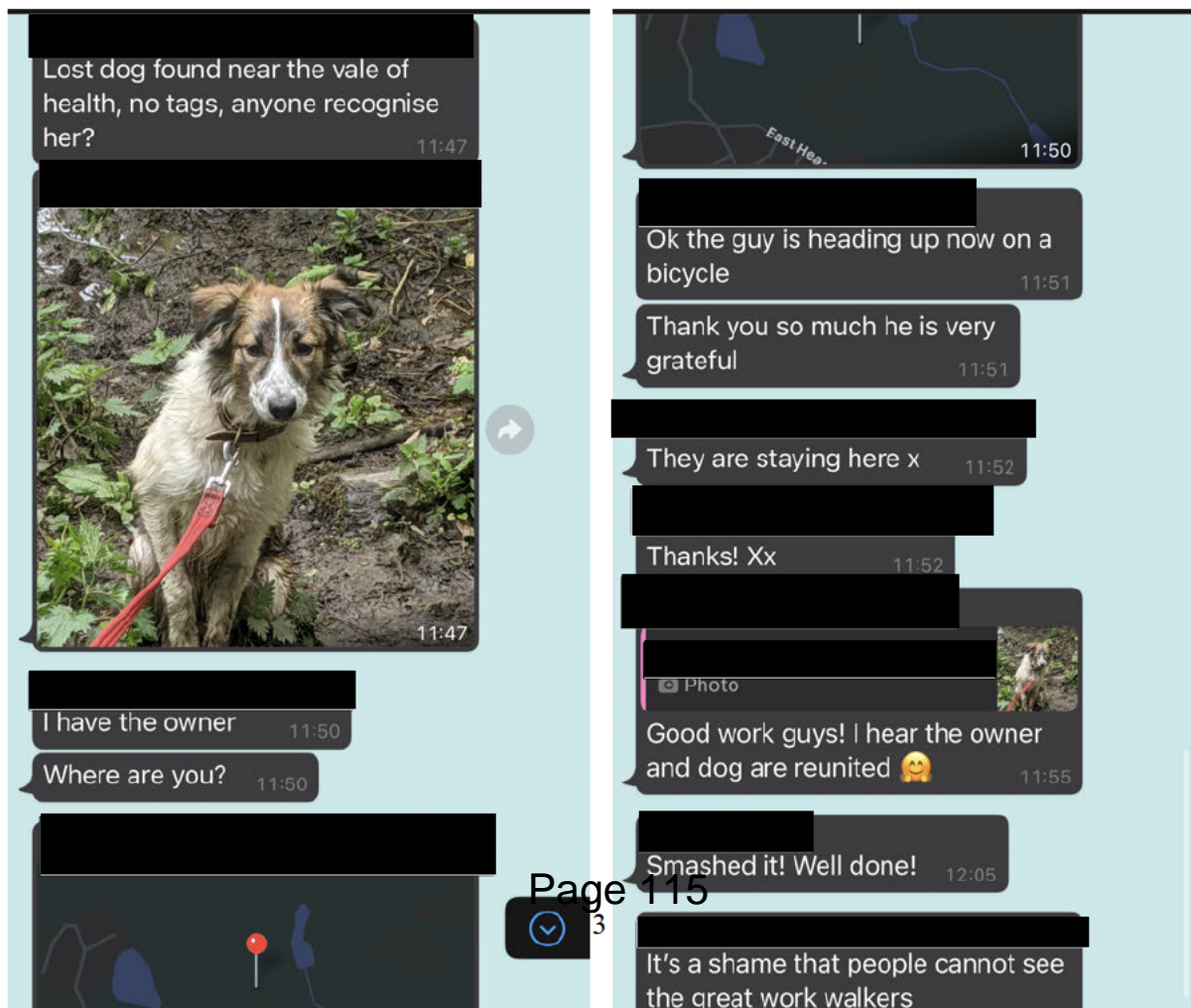
their determined effort to do the right thing. But after a year of lockdowns, with spiralling rents, and with all the costs of being in business, this last regulatory burden will be too much to bear.

As it stands the proposed scheme will see many good businesses run into bankruptcy. The proposed scheme will result in the devastation of a young, healthy, industry and sadness and frustration for the thousands of clients who's lives will be disrupted and many of whom will have to give up their dog - their best friend. The compromise we have proposed satisfies your objectives and takes the dog walkers another step towards becoming a modernised, regularised industry. It is a baseline from which future relationships can be developed. You will not find a group more passionate about the soul of the Heath than the professional dog walkers. They are the direction givers, the lost dog trackers, the litter pickers, the friendly advisors, the constabulary callers. We are genuinely seeking to work with you to protect the Heath. If you agree to our proposal I think you will be impressed by the level to which the community can rise. Literally as I write this, the attached correspondence popped into the dog walker's shared thread.

In brief, I have no commercial interest in professional dog walking. I write this as a concerned citizen, a believer in the importance of small businesses and as a daily user of the Heath I love. I beg of you. First try our proposal and review it in one year's time. You can always legislate for the elimination of two thirds of the operators at a later date but you will not be able to bring them back if the scheme that is introduced is too severe at the start.

Yours sincerely,

Edward Freeman



This page is intentionally left blank

| Highgate Wood Divisional Plan 2021 - 24 | | | | |
|--|---|--|--|--|
| Ref | Project Details | Key Dates | Corporate Plan Aims | Notes on Progress |
| HW1 | <p>COVID-19 Impact Recovery Programme Continue to respond to Government Guidance and maintain COVID secure workplaces and facilities.</p> <p>Implement Annual Work Programme interventions to address erosion, compaction, path maintenance, waymarking and signage improvements.</p> <p>Prioritise enforcement taskings to support the protection of the Wood and to ensure people feel welcome and safe.</p> | <p>On-going project subject to annual review.</p> | <p>Shape outstanding environments.</p> <p>Contribute to a flourishing society.</p> | <p>A new woodland Conservation Area to be established autumn 2021. The location is a 0.75-hectare area north of the Play Area.</p> |
| HW2 | <p>Deliver Efficiencies, Savings and Income Generation Projects Implement the approved budget for 2021/22.</p> | <p>Revised Estimates 1/10/2021.</p> <p>Deliver balanced budget by 31/3/2022.</p> | <p>Support a thriving economy.</p> <p>Shape outstanding environments.</p> | <p>As well as implementing efficiencies, additional income streams are being investigated.</p> <p>A revised roster for Highgate Wood is being considered.</p> <p>Regular monitoring of the 2021/22 Budget to take account of Covid-19 impacts.</p> |

Highgate Wood Divisional Plan 2021/24

| Ref | Project Details | Key Dates | Corporate Plan Aims | Notes on Progress |
|-----|---|--|---|--|
| HW3 | <p>Support Implementation of the Target Operating Model Review operational arrangements to align with the Target Operating Model.</p> | <p>Project Launched 2020/21.</p> <p>Phased Implementation 2021/22.</p> | <p>Contribute to a flourishing society.</p> <p>Support a thriving economy.</p> <p>Shape outstanding environments.</p> | <p>Town Clerk's briefings have been shared with staff and signposted to the Intranet page.</p> <p>TOM proposals presented to Members.</p> <p>Consultation with HW Team is in progress.</p> |
| HW4 | <p>Develop our Workforce Deliver a range of initiatives to ensure the health, well-being, learning and development of our workforce.</p> | <p>Launch PDA's 31/3/2021.</p> <p>PDA Mid-Term Review 1/10/2021.</p> <p>PDA Year-End Review 31/3/2022.</p> | <p>Shape outstanding environments.</p> <p>Contribute to a flourishing society.</p> | <p>Performance Development Approach (PDA) continue to be used to discuss and plan staff development.</p> |
| HW5 | <p>Divisional Radio System Procure an alternative Radio System.</p> | <p>31/11/2021.</p> | <p>Contribute to a flourishing society.</p> <p>Shape outstanding environments.</p> | <p>Due to a change of landlord, the City Corporation have been notified of a termination of their lease at the Aerial Mast, located at St Columba.</p> |

Highgate Wood Divisional Plan 2021/24

| Ref | Project Details | Key Dates | Corporate Plan Aims | Notes on Progress |
|-----|---|-------------------|--|--|
| HW6 | <p>Roman Kiln Working with the Friends of Highgate Wood Roman Kiln (FOHRK), return the Roman Kiln artefact to Highgate Wood and rehouse in the repurposed Highgate Wood Office/visitor centre.</p> | On-going project. | <p>Shape outstanding environments.</p> <p>Contribute to a flourishing society.</p> | FOHRK have submitted a proposal, regarding taking six young people between the ages of 16-24 through the Tier 1 schedule of the Historic England programme for developing young heritage professionals using the Department of Work and Pensions Kickstart fund. |
| HW7 | <p>Monitoring Visitor Impact To monitor and assess the Visitor impact on the woodland and consider steps to mitigate the negative impacts.</p> | On-going project. | <p>Shape outstanding environments.</p> <p>Contribute to a flourishing society.</p> | This will be led by Ecologist and HW Team working with Heath Hands volunteers. |
| HW8 | <p>Volunteering Opportunities Increase volunteering activities in Highgate Wood to support Highgate Wood's key objectives.</p> | On-going project. | <p>Shape outstanding environments.</p> <p>Contribute to a flourishing society.</p> | This project is linked to HW7. Monitoring visitor impacts will create and inform volunteering opportunities moving forward. |
| HW9 | <p>Signage & Interpretation Complete the noticeboard replacement programme.</p> | 31/3/2022. | <p>Shape outstanding environments.</p> <p>Contribute to a flourishing society.</p> | Installation of 2 oak timber notice boards is outstanding. |

Highgate Wood Divisional Plan 2021/24

| Ref | Project Details | Key Dates | Corporate Plan Aims | Notes on Progress |
|------------|--|--|---|---|
| HW10 | <p>Café Tendering Undertake a tender procurement for the Pavilion Café.</p> | | <p>Contribute to a flourishing society.</p> <p>Support a thriving economy.</p> | <p>Consultation and Engagement to be undertaken to inform the tender documentation.</p> <p>Development of tender documents to enable commencement of process.</p> |
| HW11 | <p>Dog walking code of conduct and the Professional Dog Walking Licencing Scheme Implement a licencing scheme for Professional Dog Walkers using the Wood.</p> | <p>Undertaken engagement & consultation 31/3/2022.</p> | <p>Contribute to a flourishing society.</p> <p>Support a thriving economy.</p> <p>Shape outstanding environments.</p> | |
| HW12 | <p>Fitness training code of conduct and licencing scheme Undertake a consultation and engagement to inform the develop a licencing scheme for Fitness trainers.</p> | <p>Undertaken engagement & consultation 31/3/223.</p> | <p>Contribute to a flourishing society.</p> <p>Support a thriving economy.</p> <p>Shape outstanding environments.</p> | |

Highgate Wood Divisional Plan 2021/24

| Ref | Project Details | Key Dates | Corporate Plan Aims | Notes on Progress |
|------------|---|--|--|---|
| HW13 | Forest School Licencing Scheme Develop a long-term licencing scheme for Forest Schools. | Licence Scheme to commence September 2022. | Contribute to a flourishing society. Support a thriving economy. Shape outstanding environments. | Officers are engaging with Forest Schools and registering current groups using the Wood. Short Term Licencing arrangements are being implemented. Implementation of this project is being impacted by Covid. |
| HW14 | Bio-Security Management Proactive management of threats, including pest and diseases which impact upon the condition of trees, plants and wildlife. | 2021/22. | Support a thriving economy. Shape outstanding environments. | OPM population decreasing. Continuing Oak decline survey. Possible volunteer support |
| HW15 | Planning Regular monitoring of development and planning applications which are in the environs of the Wood to ensure that the Wood is protected. | 2021/22. | Support a thriving economy. Shape outstanding environments. | Reporting to HWCG and Quarterly reporting to HHHWQPC. Liaising with the Housing Department from Haringey, regarding Cranwood House. |

| Highgate Wood Divisional Plan 2021/24 | | | | |
|--|--|---|--|--|
| Ref | Project Details | Key Dates | Corporate Plan Aims | Notes on Progress |
| HW16 | Climate Action Strategy Open Spaces seek opportunities to enhance carbon capture while enhancing biodiversity and resilience. These actions will contribute towards CoLC's achieving Net 0 by 2027 in scope 1 & 2 emissions. | 2027 Net 0 scope 1 & 2 2040 Net 0 Scope 1, 2 and 3. | Support a thriving economy. Shape outstanding environments. | Strategy adopted October 2020. Now in first phase of delivery. Quarterly reporting to HHHWQPC. |

Queen's Park Divisional Plan 2021/24

| Ref | Project Details | Key Dates | Corporate Plan Aims | Notes on Progress |
|-----|---|---|--|---|
| QP1 | <p>COVID-19 Impact Recovery Programme Continue to respond to Government Guidance and maintain COVID secure workplaces and facilities.</p> <p>Implement Annual Work Programme interventions to address erosion, compaction, path maintenance and signage improvements.</p> <p>Prioritise enforcement taskings to support the protection of the Park and to ensure people feel welcome and safe.</p> | <p>On-going project subject to annual review.</p> <p>Works to be carried out Spring and Autumn 2021 and subject to annual review.</p> | <p>Shape outstanding environments.</p> <p>Contribute to a flourishing society.</p> | |
| QP2 | <p>Deliver Efficiencies, Savings and Income Generation Projects Implement the approved budget for 2021/22.</p> | <p>Revised Estimates 1/10/2021.</p> <p>Deliver balanced budget by 31/3/2022.</p> | <p>Support a thriving economy.</p> <p>Shape outstanding environments.</p> | <p>As well as implementing efficiencies, additional income streams are being investigated.</p> <p>Regular monitoring of the 2021/22 Budget to take account of Covid-19 impacts.</p> |

Queen's Park Divisional Plan 2021/24

| Ref | Project Details | Key Dates | Corporate Plan Aims | Notes on Progress |
|------------|---|--|--|---|
| QP3 | Support Implementation of the Target Operating Model Review operational arrangements to align with the Target Operating Model. | Project Launched 2020/21. Phased Implementation 2021/22. | Contribute to a flourishing society. Support a thriving economy. Shape outstanding environments. | Town Clerk's briefings have been shared with staff and signposted to the Intranet page. TOM proposals presented to Members. Consultation with QP Team is in progress. |
| QP4 | Develop our Workforce Deliver a range of initiatives to ensure the health, well-being, learning and development of our workforce. | Launch PDA's 01/04/2021. PDA Mid-Term Review 1/10/2021. PDA Year-End Review 31/3/2022. | Shape outstanding environments. Contribute to a flourishing society. | Performance Development Approach (PDA) continue to be used to discuss and plan staff development. |
| QP5 | Divisional Radio System Procure an alternative Radio System. | 31/11/2021. | Contribute to a flourishing society. Shape outstanding environments. | Due to a change of landlord, the City Corporation have been notified of a termination of their lease at the Aerial Mast, located at St Columba. |
| QP6 | Sandpit Refurbishment of the Sandpit and improve provision of equipment in the Children's Play Area. | Project Gateway 1 / 2 to be submitted spring/summer 2021. | Shape outstanding environments. | A funding page has been established on the City of London Website, and donations towards the project have already been received. |

Queen's Park Divisional Plan 2021/24

| Ref | Project Details | Key Dates | Corporate Plan Aims | Notes on Progress |
|------------|--|---|--|--|
| QP7 | Toilets Consultation on the Cyclical Works Programme. | Review CWP in April 2021. CWP works completed by March 2022. | Shape outstanding environments. | |
| QP8 | Woodland Walk Consult on, finalise and implement the Queen's Park Woodland Walk Management Plan. | 1/12/2021. | Contribute to a flourishing society. | Currently closed, supporting restoration of area following heavy usage over previous 12 months. A final draft will be presented to the QPCG on 6/12/2021. |
| QP9 | Conservation Management Plan Review of the Queen's Park Conservation Management Plan. | Review to be completed December 2021. | Shape outstanding environments. | |
| QP10 | Park Activity Plan Develop a Park Activity Plan. | Complete 31/3/2022. | Contribute to a flourishing society. | |
| QP11 | Café Tendering Undertake a tender procurement for the Queen's Park Café. | New lease arrangements agreed January 2022. | Contribute to a flourishing society. Support a thriving economy. | |
| QP12 | Dog walking code of conduct and the Professional Dog Walking Licencing Scheme Undertake a consultation and engagement to inform the develop a licencing scheme for Professional Dog Walking. | Implemented January 2022 | Contribute to a flourishing society. Support a thriving economy. Shape outstanding environments. | Code of Conduct to be developed for Autumn 2021 |

Queen's Park Divisional Plan 2021/24

| Ref | Project Details | Key Dates | Corporate Plan Aims | Notes on Progress |
|------------|--|---------------------------|---|---|
| QP13 | <p>Fitness training code of conduct and licencing scheme Undertake a consultation and engagement to inform the develop a licencing scheme for Fitness training.</p> | Implemented January 2022. | <p>Contribute to a flourishing society.</p> <p>Support a thriving economy.</p> <p>Shape outstanding environments.</p> | |
| QP14 | <p>Forest School Licencing Scheme Develop a long-term licencing scheme for Forest Schools.</p> | On-going. | <p>Contribute to a flourishing society.</p> <p>Support a thriving economy.</p> <p>Shape outstanding environments.</p> | Implementation of this project is being impacted by Covid, e.g. increased usage of open spaces by Forest Schools. |
| QP15 | <p>Bio-Security Management Proactive management of threats, including pest and diseases which impact upon the condition of trees, plants and wildlife.</p> | 2021/22. | <p>Support a thriving economy.</p> <p>Shape outstanding environments.</p> | <p>OPM population decreasing.</p> <p>Massaria currently stable.</p> |
| QP16 | <p>Planning Regular monitoring of development and planning applications which are in the environs of the Park to ensure that the Park is protected.</p> | 2021/22. | <p>Support a thriving economy.</p> <p>Shape outstanding environments.</p> | Reporting to QPCG and Quarterly reporting to HHHWQPC. |

Queen's Park Divisional Plan 2021/24

| Ref | Project Details | Key Dates | Corporate Plan Aims | Notes on Progress |
|------------|--|---|--|---|
| QP17 | Climate Action Strategy Open Spaces seek opportunities to enhance carbon capture while enhancing biodiversity and resilience. These actions will contribute towards CoLC's achieving Net 0 by 2027 in scope 1 & 2 emissions. | 2027 Net 0 scope 1 & 2 2040 Net 0 Scope 1, 2 and 3. | Support a thriving economy. Shape outstanding environments. | Strategy adopted October 2020. Now in first phase of delivery. Quarterly reporting to HHHWQPC |

This page is intentionally left blank

| | |
|--|--|
| Committee | Dated: |
| Hampstead Heath, Highgate Wood & Queen's Park Committee | 26 May 2021 |
| Subject: Hampstead Heath Bathing Pond and Lido Annual Report 2020-21 | Public |
| Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly? | 1, 2, 3, 4, 5, 8, 10, 11 & 12 |
| Does this proposal require extra revenue and/or capital spending? | N |
| 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: Bob Warnock – Open Spaces Department | |

Summary

A Hampstead Heath Bathing Ponds and Lido Annual Report for 2020-21 has been prepared to provide an overview of the 2020-21 swimming season. The Hampstead Heath Charity has continued to subsidise swimming, with funding of £877,929 allocated from the Heath's Local Risk Budget during 2020-21. Despite being required to close the Bathing Ponds and Lido on a number of occasions, 160,172 swims were facilitated during 2020-21.

Recommendations

It is recommended that:

- Members approve the Hampstead Heath Bathing Pond and Lido Annual Report 2020-21 (appendix 1).
- Members agree the proposal to re-introduce swimming tests at the Bathing Ponds as set out in para 4.
- Members agree the proposals to retain the current Free Morning Swim arrangements, as set out in para 6.
- Members agree the proposals to retain the current Season Ticket arrangements and to undertake a further review as set out in paras 8 and 9.
- Members agree the proposal for free and discounted swimming opportunities as set out in para 11.

Main Report

Current Position

1. Bathing Ponds and Lido re-opened on 29 March. From 1 May the Bathing Ponds and Lido have been operating with a mixture of capped free flow and pre-booked sessions. A review of the 2020-21 season has been prepared (appendix 1).

2020-21 Swimming Season

2. An Annual Report has been prepared (appendix 1). As part of the process of preparing the Annual Report, the Superintendent sought feedback on the following topics, which have been discussed with the Hampstead Heath Sports Advisory Forum and the Hampstead Heath Consultative Committee:
 - Reintroducing Swim Tests at the Bathing Ponds.
 - Free Morning Swim for Under 16's and 60+.
 - Free & Discounted Swimming
 - Season Tickets

Proposals

Reintroducing Swim Tests at the Bathing Ponds

3. Currently, swimmers aged 8-15 are able to swim at the Lido when accompanied during the family and all-comers sessions. In order to provide further opportunities for swimmers aged 8-15, it is proposed to re-introduce swim tests at the Bathing Ponds.
4. It is proposed that specific sessions are set aside to facilitate free swim tests, which would be booked on-line or via the dedicated telephone booking line.

Free Morning Swim for Under 16's and 60+

5. Currently, a free morning swim (before 9.30am) is provided for swimmers aged under 16 and 60+ at the Bathing Ponds and Lido.
6. It is proposed to retain the current Free Morning Swim arrangements for swimmers aged under 16 and 60+ during 2021/22 and to review these arrangements as part of the Open Spaces Department Concessions review.

Season Ticket

7. Feedback was sought on moving to 5 and 7 month Season Tickets to replace 6 and 12 month Season Tickets, to align with the Summer/Winter Swimming Seasons.
8. No feedback was received in relation to this proposal, therefore it is proposed to retain the current 6 and 12 month Season Ticket arrangements at the Bathing Ponds and Lido. The 6 and 12 month combined All Facilities Season Ticket and the 1 month Lido Season Ticket will also be retained.
9. It is proposed that a further review of the Season Tickets for 2022-23 forms part of the 2021-22 Bathing Pond and Lido Annual Review.

Free & Discounted Swimming

10. Officers continue to work with underrepresented groups and organisations to arrange free and discounted swimming opportunities at the Lido. Swims have been facilitated for refugee groups, playschemes and local schools.

11. It is proposed that Officers continue to engage with underrepresented groups and organisations to arrange free and discounted swimming opportunities during 2021-22.

Corporate & Strategic Implications

12. The provision of Lifeguarded swimming facilities at Hampstead 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.
13. The provision of Lifeguarded swimming facilities at Hampstead also meet the three objectives and outcomes set out in the Open Spaces Business Plan 2021-22 (a) Open spaces and historic sites are thriving and accessible, (b) Spaces enrich people's lives and (c) Business practices are responsible and sustainable.
14. The provision of Lifeguarded swimming facilities at Hampstead contributes to 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

15. During 2020-21 the Hampstead Heath Charity subsidised swimming by £877, 929. An annual review of the 2021-22 Season will be undertaken to consider the progress towards implementing 2020 swimming review outcomes.

Resource Implications

16. Staff resources are being prioritised towards keeping the Bathing Ponds and Lido open, safe, accessible and secure in line with current Government Guidance for COVID-19.

Climate Implications

17. The City of London launched its Climate Action Strategy in October 2020 and the strategy is now in implementation stage. A key part of the strategy is conserving and enhancing biodiversity alongside reducing the City of London's carbon emissions.

Legal Implications

18. A letter before action was received on 13 April 2021 in respect of the lawfulness of the 2021/2022 charging decisions for Hampstead Heath Ponds. A response

was issued on 4 May 2021. The City of London does not accept that the decision to bring in mandatory charging for swimming at the Bathing Ponds or the way in which this has been implemented is discriminatory or unlawful.

Risk Implications

19. There is a risk that the Bathing Ponds and Lido may be impacted by further COVID-19 closures during the current 2021-22 swimming season.

Equality Implications

20. A Test of Relevance: Equality Analysis was undertaken ahead of implementing the 2020-21 swimming arrangements.

Security Implications

21. As set out in the Annual Report, an overnight security presence was required to stop unauthorised and out of hours swimming at the Bathing Ponds during summer 2020.

Conclusion

22. Significant progress has been made towards implementing the Outcomes of the March 2020 Swimming Review, and this has been critical to maintaining safe access for swimming during a very challenging year. Over 160,000 swims were facilitated across the Bathing Ponds and Lido during 2020-21. We are delighted that the 2020-21 swimming arrangements also provided opportunities for children and families to swim at the Lido.
23. An Annual Review of the 2021-22 Season will be undertaken to consider the progress towards implementing 2020 swimming review outcomes.

Appendices

- Appendix 1 – Hampstead Heath Bathing Pond and Lido Annual Report 2020-21.

Contact

Bob Warnock
Superintendent of Hampstead Heath, Open Spaces Department
T: 020 7332 3322
E: bob.warnock@cityoflondon.gov.uk



Hampstead Heath

Registered Charity

Hampstead Heath Bathing Ponds and Lido Annual Report 2020/21

Introduction

There are three Lifeguarded natural Bathing Ponds at Hampstead Heath. The Kenwood Ladies' Bathing Pond and Highgate Men's Bathing Pond are open all year round, and the Mixed Bathing Pond is Lifeguarded during the Summer season.

The Parliament Hill Lido is a Lifeguarded outdoor un-heated chlorinated 60m swimming pool which also opens all year round.

This annual update sets out:

- A summary of the 2020/21 Swimming Season and the measures put in place to enable the Bathing Ponds and Parliament Hill Fields Lido to open during the COVID-19 Pandemic.
- The progress towards implementing the outcomes of the March 2020 Swimming Review.
- The arrangements for re-opening the Bathing Ponds and Lido on the 29 March 2021 and the Summer Swimming season, following the Government announcement on Monday 22 February 2021 and the publication of the Roadmap out of Lockdown.
- Topics for further discussion and the next steps.

2020/21 Swimming Season

This section sets the impacts of COVID-19 on swimming at the Bathing Ponds and Lido during 2020/21.

1. Due to the COVID-19 Pandemic National Lockdowns, the Bathing Ponds and Lido have had to close several times as set out below:

- Closed: 21 March - 10 July 2020 (due to First National Lockdown)
 - Open: 11 July - 13 July 2020 (advance booking in operation)
 - Closed: 14 July - 17 July (to update online booking system)
 - Open: 18 July - 20 September 2020 (advance booking in operation)
 - Open: 21 September - 4 November 2020 (with Capped Free Flow arrangements)
 - Closed: 5 November - 1 December 2020 (due to Second National Lockdown)
 - Open: 2 December 2020 - 4 January 2021 (with Capped Free Flow arrangements)
 - Closed: 5 January - 28 March 2021 (due to Third National Lockdown)
 - Open: 29 March 2021 (subject to Government Guidance)
2. During the first National Lockdown the Heath Team implemented temporary changes in order to make the Bathing Ponds and Lido COVID-19 Secure to enable re-opening. This included: new access arrangements at the Highgate Men's Bathing Pond; installation of additional signage; temporary barriers and one-way systems tailored to each swimming facility.

Summer Season (11 July – 20 September 2020)

3. In order to prevent unauthorised access, anti-social behaviour and criminal damage at the Bathing Ponds, the Lifeguards maintained a presence during what would have been their normal opening hours.
4. Dead hedging was also installed at weaker points around the perimeters of the Bathing Ponds. Unfortunately, after finding evidence of night-time incursions, contract Security Guards were employed to undertake patrols during the evenings and early mornings.
5. A part of the COVID-19 Secure Operational Arrangements, timed swimming sessions were introduced along with a reduced bathing and facility loading caps, which were tailored to each facility. This ensured the Bathing Ponds and Lido were not overwhelmed, and that Social Distancing requirements could be maintained.
6. Ahead of opening the facilities on 11 July 2020, a number of carefully controlled test sessions were undertaken to ensure the COVID-19 Secure Operational Arrangements were sufficient and user-friendly. Swimmers with varying access requirements took part in the test sessions to ensure the arrangements provided access for a wide range of swimmers, whilst following Government Guidance.
7. Session tickets were available to purchase via an on-line booking platform ahead of re-opening on 11 July 2020. Between 14 - 17 July 2020 the facilities closed whilst changes were made to the online booking arrangements, following swimmers feedback.
8. Consequently, session ticket sales were re-launched via Eventbrite on 17 July and swimming recommenced on 18 July 2020. Swimming session tickets were available to purchase in advanced and a dedicated telephone booking line was introduced to ensure swimmers without internet access were not excluded from swimming.

9. Following re-opening on 18 July 2020, the bathing and facility loading caps were carefully monitored and it was possible to gradually increase the cap on the number of swimmers at each session, whilst maintaining the COVID-19 Secure Operational Arrangements.
10. A summary of the telephone bookings received is set out in table 1.
11. Due to the complexities around introducing timed sessions and pre-booking arrangements, it was not possible for Season Tickets to be used during the summer season, and sale of Season Tickets was suspended during this time.

| 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 1 – Session tickets booked via telephone booking line

12. An online summer swimming questionnaire was released on 1 September 2020 to seek swimmers' feedback on their experiences during summer 2020, taking account of the adaptations that were necessary to comply with Government Guidance and to maintain social distancing. The survey was publicised via an e-newsletter, and the Heath's Twitter and Facebook social media feeds. A link to the questionnaire was also sent to nearly 11,000 people who had used the Eventbrite booking platform. The questionnaire closed on Friday 11 September 2020 and received 1,108 responses.
13. The questionnaire showed that the reasons people swim at Hampstead Heath were: the natural surroundings of the Bathing Ponds (79%); the benefits to physical health (84%); the benefits to mental health (93%) as a result of swimming outdoors. There was a mixture of feelings about the COVID-19 secure measures, including the advance booking system. Over 80% of respondents gave the COVID-19 safety measures a score of between seven and 10, with 10 ranked as 'excellent', while almost 60% rated the online booking system between seven and 10. Swimmers commented that the measures were too restrictive and removed the spontaneity of being able to swim without an advance plan. In contrast, swimmers 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. The results of the questionnaire are attached at appendix 2.

Winter Season (21 September 2020 – 4 January 2021)

14. Due to the decline in demand for swimming during the colder months, arrangements were put in place to continue COVID-19 Secure swimming without timed sessions and pre-booking, by using Capped Free Flow arrangements. Under these arrangements entry is managed by the Steward up to the agreed

facility capacity. Once capacity is reached, further entry is managed on a one in one out basis.

15. Ahead of the commencement of the Winter Swimming Season on 21 September 2020, Season Tickets were migrated to an activated wristband system and reissued to swimmers. To use the wristband, Season Ticket holders need to touch the card reader with their wristband when entering the Bathing Ponds or Lido. When touched in, the validity of the Season Ticket is confirmed and a time stamp created. The wristbands do not track the movements of swimmers and the anonymised time stamp data collected will be used to establish participation data. Where applicable, Season Tickets holders were credited for the number of days which their valid season ticket could not be used during the summer.
16. Season Tickets sales resumed between 4 December 2020 - 4 January 2021 before being suspended during the third National Lockdown. Season Ticket sales resumed on the 11 March 2021. The take-up of the wristbands has been higher than predicted. Table 2 sets out details of Season Ticket issued.

| Season Ticket Type | 12 Month | 6 Month | 1 Month | Total |
|--|-----------------|----------------|----------------|--------------|
| All Facilities - Adult | 305 | 102 | 0 | 407 |
| All Facilities - Concession | 106 | 19 | 0 | 125 |
| All Facilities - Free Early Morning Swim for U16's & 60+ | 109 | 363 | - | 472 |
| All Facilities – Free Carer | 6 | - | - | 6 |
| Lido - Adult | 181 | 72 | 30 | 283 |
| Lido - Concession | 58 | 18 | 10 | 86 |
| Bathing Ponds - Adult | 720 | 587 | - | 1,307 |
| Bathing Ponds - Concession | 298 | 265 | - | 563 |

Table 2 – Season Tickets issued up to 31 March 2021.

17. Following feedback around the issue of the Free Morning Swim Season Ticket for swimmers aged 60+, the validity of these wristbands has been extended. Swimmers will not be required to renew their Season Ticket after 6 months.
18. Season Ticket wristbands can be purchased online from the City of London Corporation website. For swimmers with no online access, a paper form is available at the Bathing Ponds, Lido and Parliament Hill Office. Card payments can be made at all of these locations. Cash payments for Season Tickets can be made at the Lido and Parliament Hill Office. Season Tickets can be renewed online by completing a paper form.
19. Contactless payment has also been introduced at the Bathing Ponds since the start of the winter season allowing swimmers to turn up, pay and swim. The option for cash payment is also accepted at the Bathing Ponds and Lido. Although, it isn't possible to provide change at the Bathing Ponds.
20. Alongside contactless payment and the activated wristbands, a Heath App has been developed. This enables wristbands to be managed by the account holder and also provides the functionality for the City Corporation to message

Season Ticket holders to provide a range information, such as closures and renewal alerts.

21. In order to provide additional capacity for swimming in the Autumn, the Mixed Bathing Pond was kept open to the public for an additional six weeks until 25 October 2020. This proved popular in part due to warm weather, and the Mixed Pond remained busy, especially at weekends, until it closed on the 25 October. On 28 October 2020, the Winter Swimming Club commenced their licenced swimming arrangements.
22. Table 3 sets out the number of swims at the Bathing Ponds and Lido between 18 July 2020 and 4 January 2021.

| Opening Period | Number of Swims |
|--|------------------------|
| 18 July – 20 September 2020 | 124,776 |
| 21 September - 4 November 2020 & 2 December 2020– 4 January 2021 | 35,396 |
| Total Swims | 160,172 |

Table 3 – Number of swims 18 July 2020 - 4 January 2021.

Children's swimming access

23. Following Royal Life Saving Society (RLSS) Guidance in relation to minimising risk, swimmers aged 8-15 were not able to swim at the Bathing Ponds during summer 2020. However, dedicated family sessions were available at the Lido to enable children to swim when accompanied by an adult.

Water Quality Testing & Pollution

24. The Environment Agency (EA) has responsibility for monitoring and protecting designated bathing water across England. Normally, during the summer months the EA test the water quality at the Bathing Ponds weekly and post the results on their website. Due to COVID-19, the EA significantly reduced their testing regime on inland bathing waters that normally meet 'good' or 'excellent' standards, which includes the Bathing Ponds on Hampstead Heath.
25. The City Corporation undertook independent water sample testing on 24 June, 1 July and 16 July, ahead of reopening the Bathing Ponds, as the EA had yet to resume its testing programme. The EA subsequently resumed monthly testing in late July.
26. On 17 September 2020, following a sewage surcharge, the Kenwood Ladies' Bathing Pond was closed. The surcharge was reported to the EA and Thames Water, who maintain the foul sewer network. Thames Water used specialist root cutting equipment to clear the blockage that had caused the sewer to surcharge. This work took place on 17 - 18 September 2020. Thames Water reported an 80% blockage of the sewer comprising of tree roots, north of the Ladies' Bathing Pond Meadow. The section of sewer was subsequently surveyed to ensure there were no further defects that required immediate action. Following the incident Thames Water established a programme of works across the sewer network.

27. As of 12 March 2021, Thames Water confirmed they have completed further patch repairs, and that further sewer lining works will be undertaken in April 2021.
28. Following this pollution incident, the City Corporation commissioned daily tests at the Kenwood Ladies' Bathing Pond and the results of these tests plus the results from the Highgate Men's Bathing Pond and Hampstead Mixed Bathing Pond are available at: <https://www.cityoflondon.gov.uk/assets/Green-Spaces/hampstead-heath-water-quality-report.pdf>. The learning from these incidents has been embedded into the Safe Systems of Work for the Bathing Ponds.
29. Swimming at the Kenwood Ladies Bathing Pond resumed on 26 September 2020 following satisfactory water quality test results. Unfortunately, the Bathing Pond was closed again between 4 - 9 October 2020 due to unsatisfactory water quality test results.
30. Water quality testing continues to be undertaken on a weekly basis. Further information around this pollution incident, and the actions taken in response are set out at: <https://www.cityoflondon.gov.uk/things-to-do/green-spaces/hampstead-heath/where-to-go-at-hampstead-heath/kenwood-ladies-pond>

Lido Leak

31. Investigations into a leak at the Lido have been on-going for a number of years. A number of non-invasive investigations and fixes to resolve the leak have been attempted but proved un-successful.
32. Further, more invasive investigative works to detect and fix the leak, commenced on 16 January 2021. Following excavations, leaks were detected on one of the pipes connecting the deep end outlets to the plant room filters. Works to replace and update the pipework and flanges have been completed and following checks, the filtration system is operating correctly. Re-instatement works are due to be completed on 15 March 2021. This project has been successfully undertaken during a challenging period. The City Surveyors Department have been instrumental in supporting and arranging these works. The Contractor worked through difficult weather conditions and maintained COVID-19 Secure working arrangements.

Implementing the outcomes of the March 2020 Swimming Review

This section sets out our progress towards implementing the outcomes from the March 2020 Swimming Review.

Risk Assessments and Safe Systems of Work

33. Extensive reviews of the Risk Assessments and Safe Systems of Work for the Bathing Ponds and Lido were undertaken during the First National Lockdown, to inform re-opening on 11 July 2020. The reviews took into consideration the outcomes of the March 2020 Swimming Review and the Health & Safety Executive (HSE) Advice. In addition, COVID-19 Secure Operational Arrangements were developed and incorporate industry guidance from Sport England, Public Health England and the RLSS.

34. Further reviews of the Risk Assessments and Safe Systems of Work are in progress and will be completed before re-opening on 29 March 2021.
35. Procedures to record assisted rescues, lifesaving rescues and incidents at the Bathing Ponds and Lido in real time are being developed, ahead of the commencement of swimming on the 29 March 2021, to inform decision making.

Preventing unauthorised access

36. During the summer months, a variety of safety signage was installed around the ponds. A targeted approach was implemented to discourage swimming in the non-Lifeguarded Ponds and to engage with members of the public around the associated dangers.
37. At the Model Boating Pond, large banners were placed on Heras fencing panels at strategic locations. Whilst at the Vale of Health Pond signage was placed on wooden stakes within the pond and the Constabulary engaged with people taking part in un-authorised swimming.
38. A range of fencing repairs have taken place along the Highgate Chain and further works are being progressed along the Hampstead Chain.
39. Volunteers from Heath Hands have worked with staff on a variety of habitat and wetland management projects from the Annual Work Programme around the Ponds and assisted the Ranger Team make landscaping improvements within the Kenwood Ladies' Bathing Pond.

Lifeguard Training

40. All Lifeguards have completed RLSS COVID-19 training sessions and the Open Water Training Programme. External validation will be undertaken during April/May 2021. Equality and Inclusion, Transgender Awareness and Unconscious Bias training also forms part of the Lifeguard's Personal Development Objectives.
41. In preparation for re-opening on 29 March 2021, Lifeguards will receive intensive refresher training around use of the rescue equipment and rescue craft. As well as resuscitation protocols and the COVID-19 Secure operating arrangements.

Additional Lifeguards

42. In accordance with the HSE advice received in October 2019, additional Lifeguards have been employed, and since re-opening on 11 July 2020 a minimum of 3 Lifeguards have been on duty at each facility to allow for breaks and rotation of duties to maintain alertness.
43. At the Bathing Ponds the introduction of meaningful breaks away from the water has greatly improved staff morale and has enabled the Lifeguards to maintain their alertness.

Operational Issues

44. A new City of London website was launched in July 2020, which included new swimming information pages. Social Media and a swimming mailing list have been used to regularly provide updates on matters relating to the Bathing Ponds and Lido. A designated email address, HH-swimming@cityoflondon.gov.uk, has

also been set up so the public can get in touch with specific questions on swimming.

Additional Heath Rangers

45. In response to the outcomes from the March 2020 Swimming Review, Stewards have been deployed at the Bathing Ponds to ensure the primary role of Lifeguards is focussed on bather safety. As a result of COVID-19 it has proved more efficient to keep this role within the Swimming Team.
46. The Stewards role includes managing and facilitating entry to the Bathing Ponds, providing information, supporting swimmers with the payment arrangements, responding to incidents within the facilities, liaising with other Heath staff and the Emergency Services, cleaning and assisting with the operation of the Bathing Ponds.
47. The role of the Stewards has been instrumental to successfully implementing the COVID-19 Secure Operational Arrangements and making sure swimmers feel welcomed and safe, especially over the summer months.

Contactless Payment Technology

48. Contactless payment technology has been successfully introduced at the Bathing Ponds and had been in operation since September 2020. Wi-Fi has also been installed and has improved the speed and stability of the internet connections to support the contactless payment technology.
49. The Wi-Fi connection at the Ladies' Bathing Pond has also improved the mobile signal which is critical for communications with the Emergency Services.

Applied Charges

50. At the Bathing Ponds, applied charges have been implemented since opening on 11 July 2020. As set out in the March 2020 Swimming review, the swimming charges for the Bathing Ponds and Lido have been included in the annual review of the Heath's fees and charges which took place during Winter 2020/21.
51. Following consultation, the Hampstead Heath Highgate Wood and Queen's Park Committee agreed to increase the majority charges by 1.3% from the 1 April 2021. However, the Bathing Pond Concession Season Tickets prices have increased to align with 40% discount on the adult price. Cash payments options have been retained at the Bathing Ponds and Lido.

Income and Expenditure

52. Table 4 sets out the income and expenditure at the Bathing Ponds and Lido for the period of April 2020 - March 2021.
53. During 2020/21 the impact on the Heath's Local Risk Budget is above the agreed level of subsidy set out in the March 2020 Swimming Review. However, taking account of COVID-19, the impact on access, income and expenditure, further analysis will be necessary at the end of 2021/22 to reassess the achievement of the agreed subsidies and the wider impact on the Heath Charity.

| | Bathing Ponds | Parliament Hill Fields Lido | Totals |
|---|----------------------|------------------------------------|-----------------|
| Employee Costs | £794,723 | £311,128 | £1,105,851 |
| Operational Expenditure | £172,260 | £140,940 | £313,200 |
| Total Expenditure | £966,983 | £452,068 | £1,419,051 |
| Income (Online booking fees and VAT have been deducted) | £367,649 | £173,473 | £541,122 |
| Funding allocated from the Heath's 2020/21 Local Risk Budget | £599,334 | £278,595 | £877,929 |
| | | | |
| % Subsidy for 2020/21 | 61.98% £599,334 | 61.63% £278,595 | 61.87% |
| March 2020 agreed subsidy | 42% £442,000 | 35% £205,000 | |
| % of Heath's 2020/21 Local Risk Budget | 12.85% | 5.97% | 18.82% |
| March 2020 agreed % of the Heath's Local Risk Budget | 10% | 5% | |

Table 4 - Income and expenditure at the Bathing Ponds and Lido for the period of April 2020 - March 2021.

Support Scheme

54. An outcome of the March 2020 Swimming Review was to consider the establishment of a Support Fund. A further report was discussed and agreed by the Hampstead Heath, Highgate Wood and Queen's Park Committee in September 2020, and a Support Scheme was approved, which comprises of the following elements:

- Concessions and Free Swimming - A comprehensive range of concessions which provide a 40% discount of the adult ticket rate are available. Concessions apply to people in receipt of State Benefits including: Universal Credit, Job Seekers Allowance, Personal Independence Payments and Housing Benefit as well as people with a Freedom Pass; Disabled Card; Students and Under 16's.
 - A free morning swim until 9.30am is available for under 16's and 60+.
 - During the Summer 2020 free Carer access was introduced to enable swimmers to be accompanied where required. Swimmers or Carers can apply for a free wristband using the Season Ticket application form.
 - Officers continue to engage with Local Authorities and other Partners, such as the NHS to make them aware that free and concession swimming opportunities are available on Hampstead Heath.
- Working with Partners (Health Connections) - Officers have established connections with the local Clinical Commissioning Group, GP's, Social Prescribers, Heath Hands and Global Generation. This group has an emerging vision of a river of connections flowing through Camden from Hampstead Heath to Kings Cross, much like the river Fleet.

- In partnership we are working to map facilities and opportunities that are available to establish a framework to support the healthy growth of our communities and particularly different groups who experience more exclusion or disadvantage than others.
- In addition, the Heath Team will continue to work with a number of groups to facilitate free and discounted swimming. In 2020, this included play schemes, schools and migrant and refugee children, who were able to swim at the Lido.
- Volunteering - By volunteering on the Heath with our volunteer partner, Heath Hands, individuals are able to access day and season tickets for a range of activities, including swimming.

Property

55. A Capital Project relating to safety, access and security issues across the three Bathing Ponds and the Parliament Hill Fields Lido has approved funding of £755,000 from the City of London Corporation Capital Works Programme. Stakeholders will be engaged throughout the development and implementation of the project.
56. The City Surveyor's Department Cyclical Works Programme funding for 2021/22 is being prioritised towards safety related projects across the Bathing Ponds and Lido.

Updating the Swimming Regulations

57. The review of the Swimming Regulations has yet to be undertaken. Officers propose to commence the review during 2021/22.

Lido Fence Planning Application

58. The Planning Application and historic building consent for a temporary fence and perimeter lighting at the Lido was modified during 2020, following discussion with the Hampstead Heath, Highgate Wood and Queen's Park Committee. The installation of a temporary fence for the summer period was not required, in part as a result of the introduction of Social Distancing measures related to COVID-19 during 2020. Therefore, only planning consent for perimeter lighting was progressed and subsequently approved. Officers are looking into other methods to protect the Lido from un-authorized access, including additional planting, re-locating electrical boxes and security patrols of the perimeter.

Looking forward to the 2021 Summer Swimming Season

59. The Bathing Ponds and Lido will re-open, after the Third National Lockdown on 29 March 2021, this section sets out the arrangements for the return of swimming at Hampstead Heath, in accordance with the latest Government Guidance.
60. Season Ticket wristbands will automatically be extended by the number of days a valid Season Ticket was held during the time the Bathing Ponds and Lido were closed during the Third National Lockdown. Ahead of re-opening, Season Ticket sales resumed on 10 March 2021.

61. Initially, when the Bathing Ponds and Lido open on 29 March 2021 Capped Free Flow arrangements will be put in place.
62. Ahead of the commencement of the 2021 Summer Swimming Season, Officers will review the success of the Capped Free Flow arrangements during the first month of operation, which will include the Easter Bank Holiday weekend. If Social Distancing measures can be effectively maintained, the Bathing Ponds and Lido will continue to operate with Capped Free Flow for the Morning Session (last entry at 09.30) from 1 May 2021, with pre-booked sessions operating during peak hours.
63. Sessions can be pre-booked and paid for using Eventbrite or a dedicated telephone booking line (020 7332 3779). Arrangements have been put in place for 2021 to allow Season Tickets to be used during the summer season. Season Ticket holders will be able to pre-book, without making a payment, by using Eventbrite or the dedicated telephone booking line and will be asked to bring their Season Ticket wristband when attending a session.
64. The dedicated telephone booking line will be in place during the mornings to assist swimmers who are not able to make a booking using Eventbrite. There is a risk that the telephone booking line could be overwhelmed if swimmers who can book online attempt to use this service, which will impact on swimmers who rely on the telephone service.
65. During 2021, there will be trial of an extended summer season at the Mixed Bathing Pond. The Pond will be Lifeguarded from 29 March - 31 October 2021. This will significantly increase the capacity for swimming on the Heath. The trial will be reviewed in November 2021 to inform the arrangements for 2022.

Conclusion

66. Significant progress has been made towards implementing the Outcomes of the March 2020 Swimming Review, and this has been critical to maintaining safe access for swimming during a very challenging year. Over 160,000 swims have been facilitated across the Bathing Ponds and Lido. We are delighted that these arrangements have also provided opportunities for children and families to swim at the Lido.
67. Further analysis of income and expenditure for the Bathing Ponds and Lido will be undertaken at the end of the current financial year. We will continue to assess the impact on the Heath Charity, and work towards securing the long-term sustainability of swimming on Hampstead Heath.
The Lifeguards have felt confident in being able to support swimmers accessing the Bathing Ponds and Lido in a safe and welcoming environment. This has positively impacted of their moral and wellbeing. Carefully easing the COVID-19 Secure Operating Arrangements and continuing to manage the Bathing Load remain critical as we welcome swimmers back to the Bathing Ponds and Lido in 2021.



Hampstead Heath

Registered Charity

Appendix 1 - 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.

Table of Contents

Q1. Have you swum at the Heath's Bathing Ponds or the Parliament Hill Fields Lido prior to this summer?3

Q2. Outside of COVID-19 restrictions, how many times did you swim on the Heath?.....3

Q3. Which swimming facilities do you use? 4

Q4. We have listed some reasons below why people might swim outdoors at the Ponds or Lido. Please tell us which apply to you.....5

Q5. What's your favourite thing about the Ponds or Lido?7

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?9

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? 10

Q8. In your own words, please tell us your experience of swimming on the Heath this summer during the COVID-19 restrictions?..... 11

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? 13

Q10. If you have any specific feedback on the booking system, please tell us here 14

Q11. How do you find out/stay up to date on swimming on Hampstead Heath?..... 16

Q13. Do you live or work near the Heath or are you a visitor?..... 17

Q14. What gender do you identify as? 17

Q15. What is your age? 18

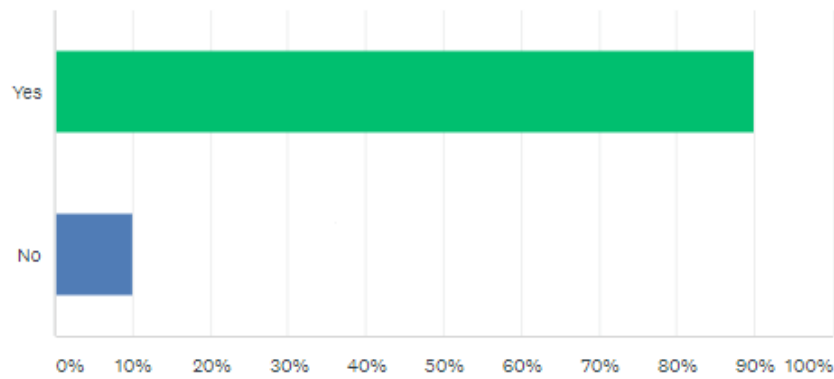
Q16. What is your ethnic group? 19

Q17. What is your main language?20

Q18. Do you consider yourself to have a disability?21

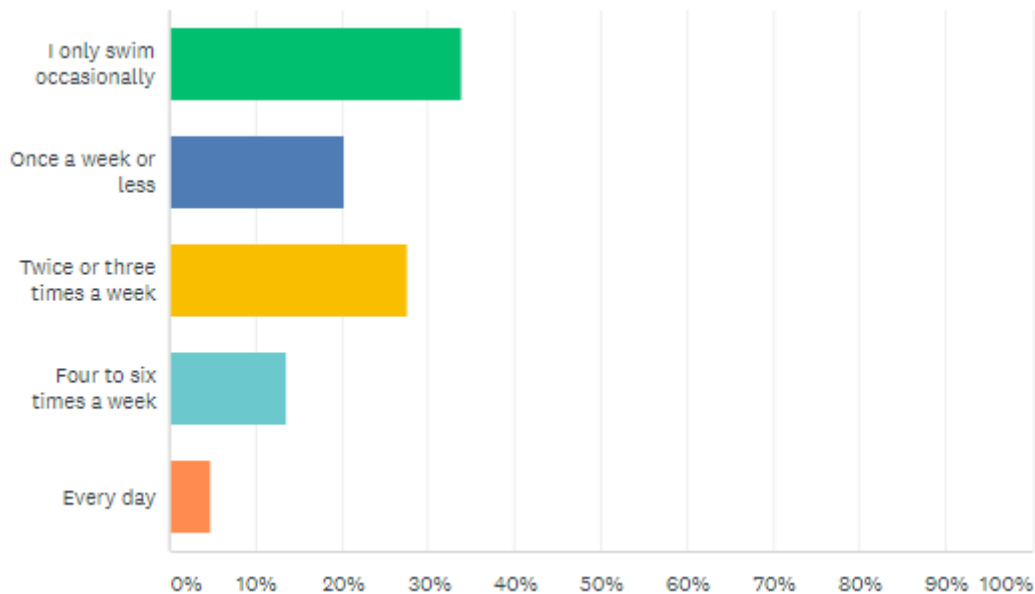
Q19. What is the first half of your postcode?22

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



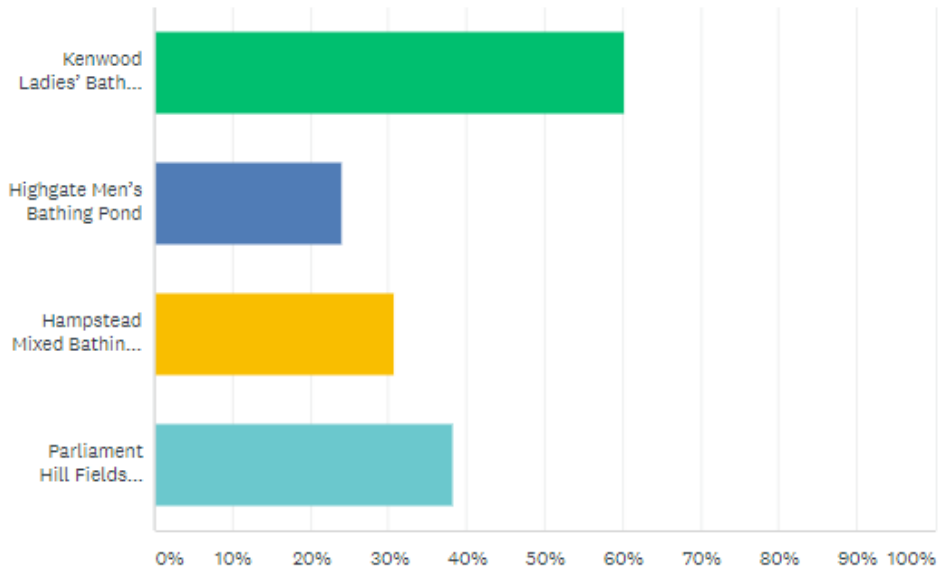
| ANSWER CHOICES | RESPONSES |
|----------------|--------------|
| Yes | 89.95% 994 |
| No | 10.05% 111 |
| TOTAL | 1,105 |

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 |

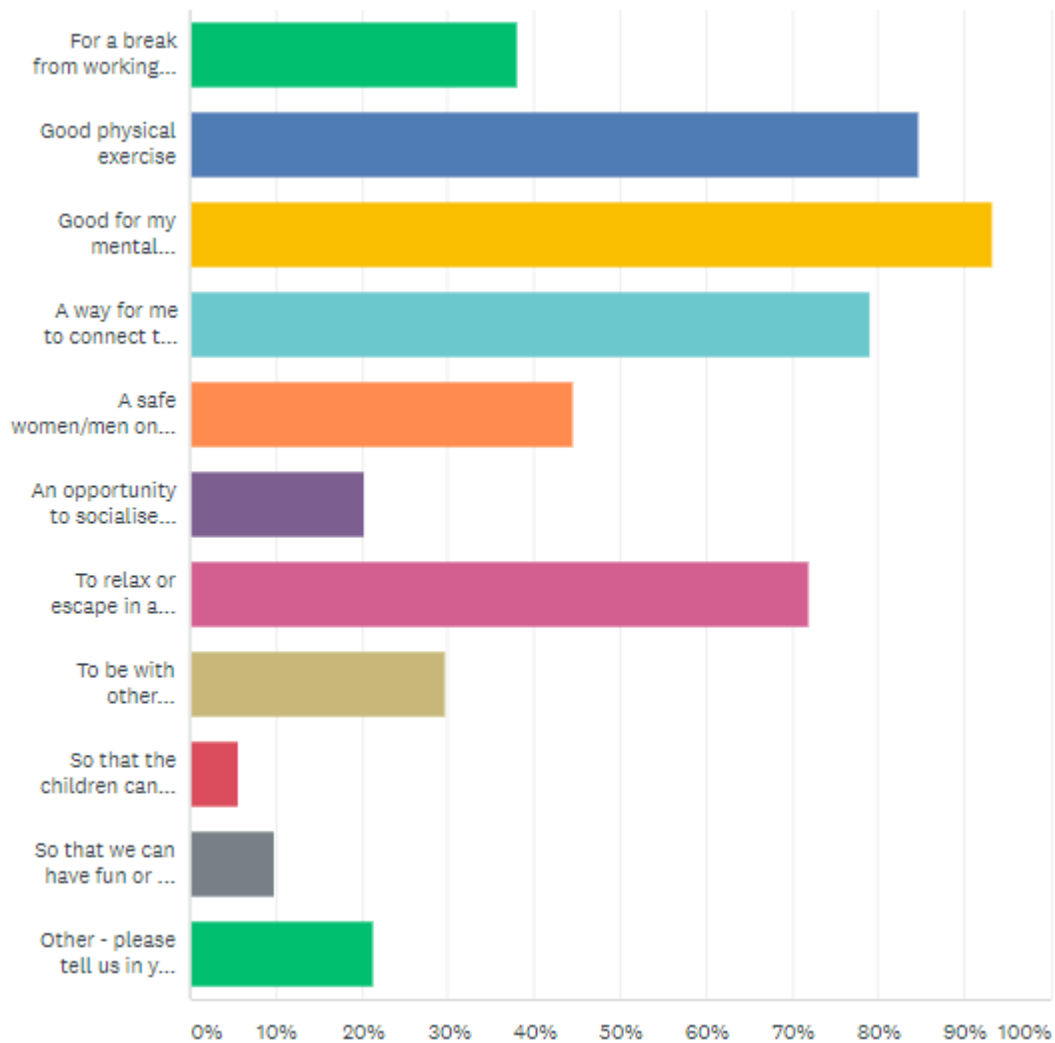
Q3. Which swimming facilities do you use?



| 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."

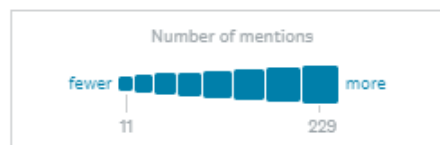
"The community of people and the shiny bottom of the Lido. And that it's open all year, even through the winter. Oh, and the amazing new sauna at the Lido."

"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."

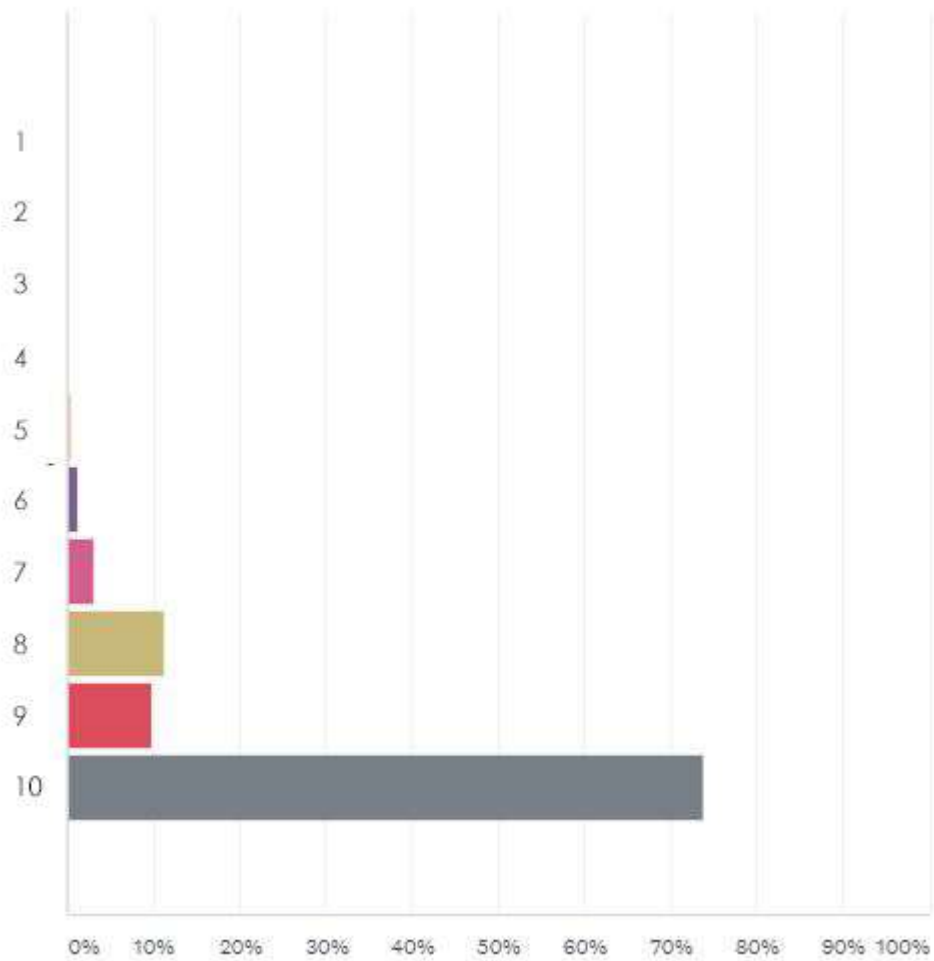
"As someone who grew up in the inner city, the option to try outdoor and winter swimming without needing to rely on support of a parent or income was an invaluable opportunity and improved and changed my life. The ponds have been a rock in my life, helping me through the tough times and have given me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

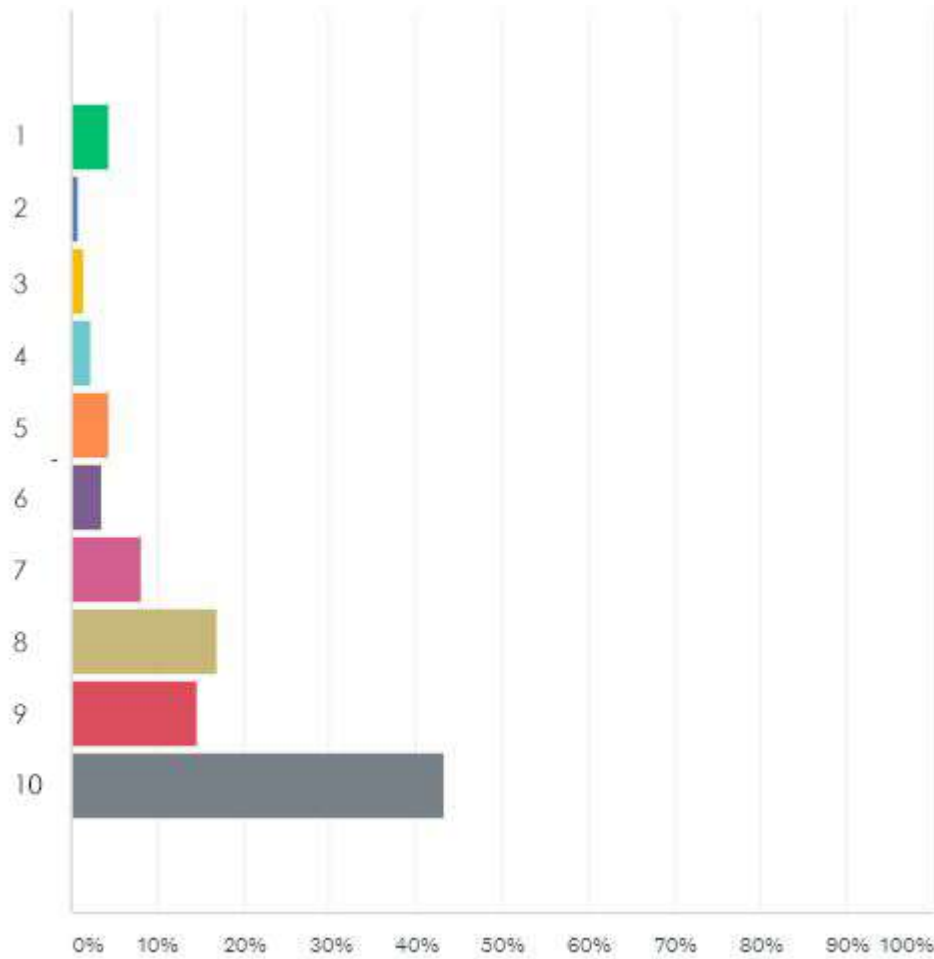


Q6. On a scale of 1 to 10, where 10 is very much and 1 is not at all, how much do the Ponds and Lido benefit your physical and mental health?



| 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% | 0.92% | 1.56% | 2.20% | 4.49% | 3.57% | 8.15% | 16.85% | 14.74% | 43.22% | 1,092 | 8.20 |
| 47 | 10 | 17 | 24 | 49 | 39 | 89 | 184 | 161 | 472 | | |

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.”

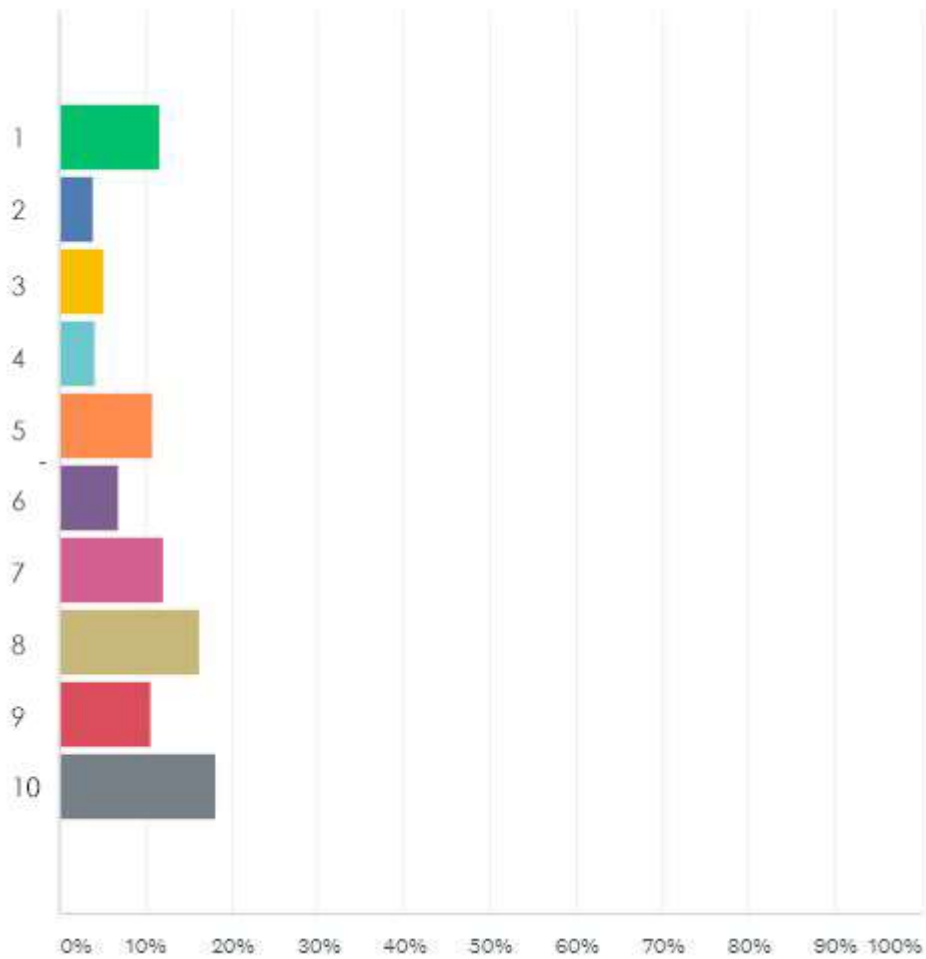
“I barely used the ponds over the Summer - initially the difficulties using the system and getting a slot made it impossible, and I gave up as I did not want to be constantly disappointed. I had a swim in September which was fine, and I appreciated the relatively low-key and relaxed atmosphere which 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% | 3.91% | 5.28% | 4.28% | 10.83% | 6.92% | 12.10% | 16.29% | 10.65% | 18.11% | 1099 | 6.40 |
| 128 | 43 | 58 | 47 | 119 | 76 | 133 | 179 | 117 | 199 | | |

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.”

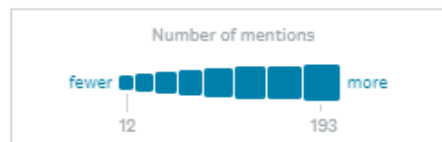
It was so difficult to book slots and I’m a digital-savvy millennial. I wonder how many long time pond swimmers were excluded.

“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

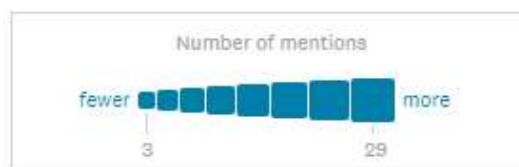


Q11. How do you find out/stay up to date on swimming on Hampstead Heath?

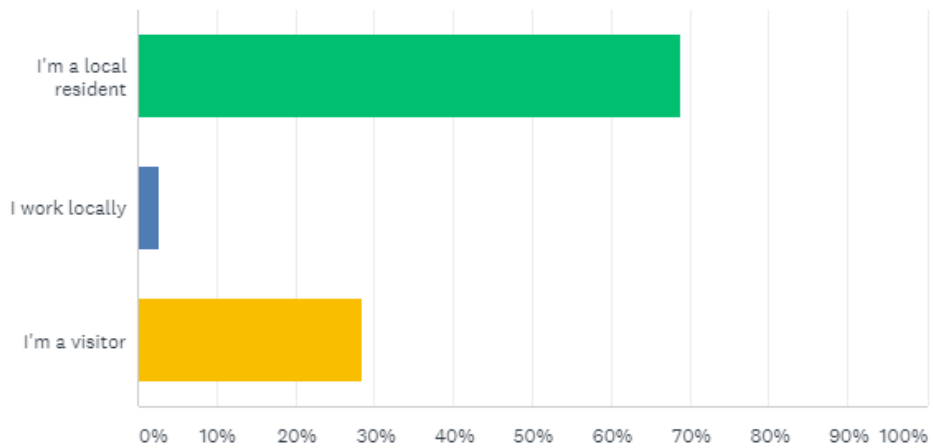
| ANSWER CHOICES | RESPONSES |
|--|--------------------------------------|
| Word of mouth | 42.91% 472 |
| City of London staff | 5.82% 64 |
| National newspaper or magazine article / feature | 2.36% 26 |
| Local newspaper or article / feature | 6.55% 72 |
| TV programme / TV news item or feature | 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

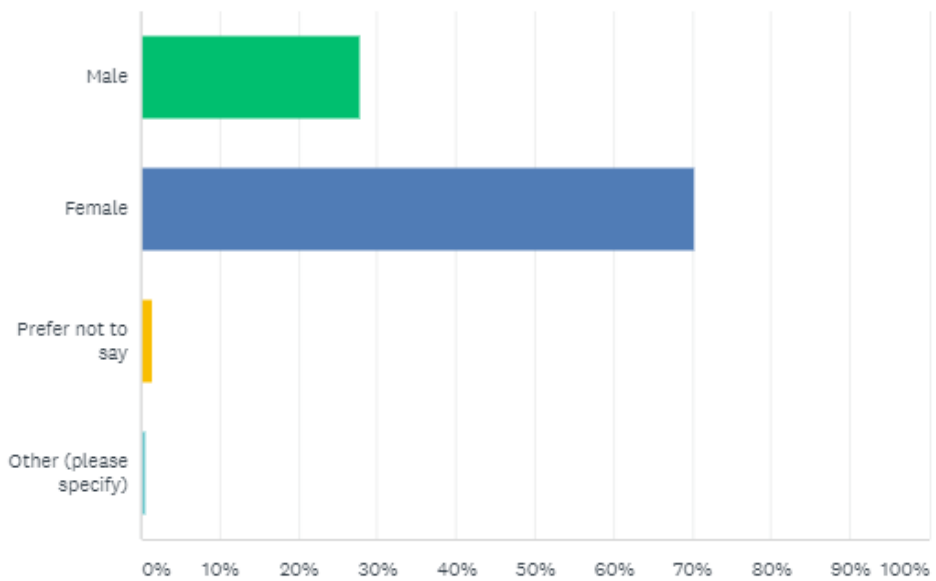


Q13. Do you live or work near the Heath or are you a visitor?



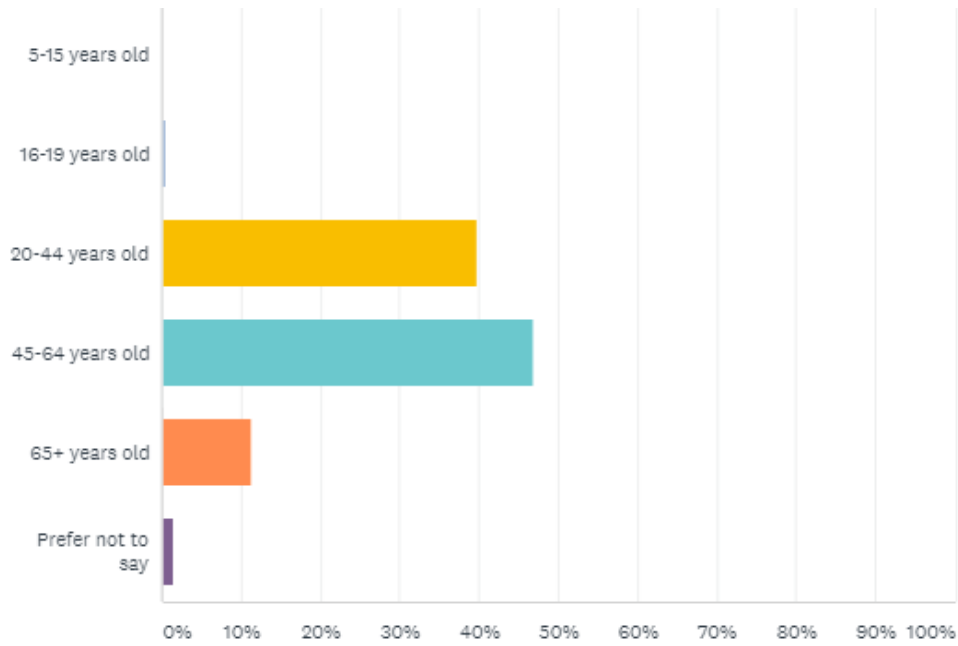
| ANSWER CHOICES | RESPONSES |
|------------------------|--------------|
| ▼ I'm a local resident | 68.84% 749 |
| ▼ I work locally | 2.76% 30 |
| ▼ I'm a visitor | 28.40% 309 |
| TOTAL | 1,088 |

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) | Responses 0.55% 6 |
| TOTAL | 1,089 |

Q15. What is your age?

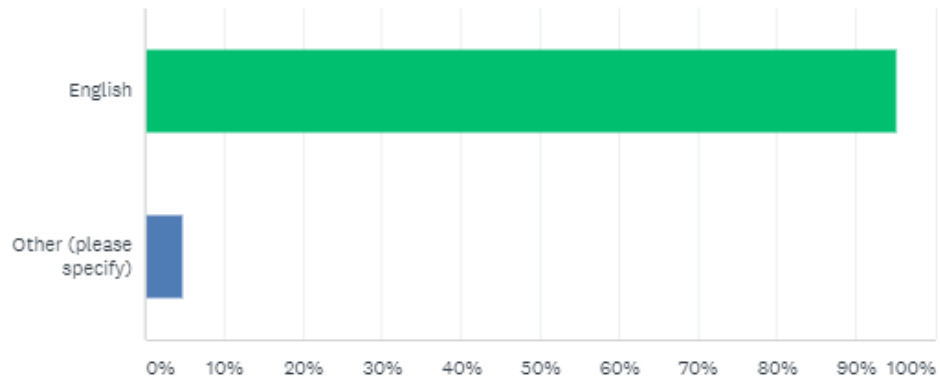


| ANSWER CHOICES | RESPONSES |
|---------------------|--------------|
| ▼ 5-15 years old | 0.09% 1 |
| ▼ 16-19 years old | 0.37% 4 |
| ▼ 20-44 years old | 39.80% 433 |
| ▼ 45-64 years old | 46.88% 510 |
| ▼ 65+ years old | 11.40% 124 |
| ▼ Prefer not to say | 1.47% 16 |
| TOTAL | 1,088 |

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 |

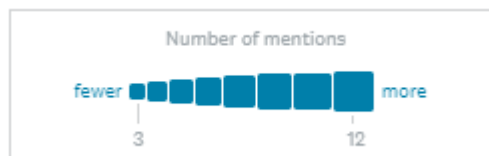
Q17. What is your main language?



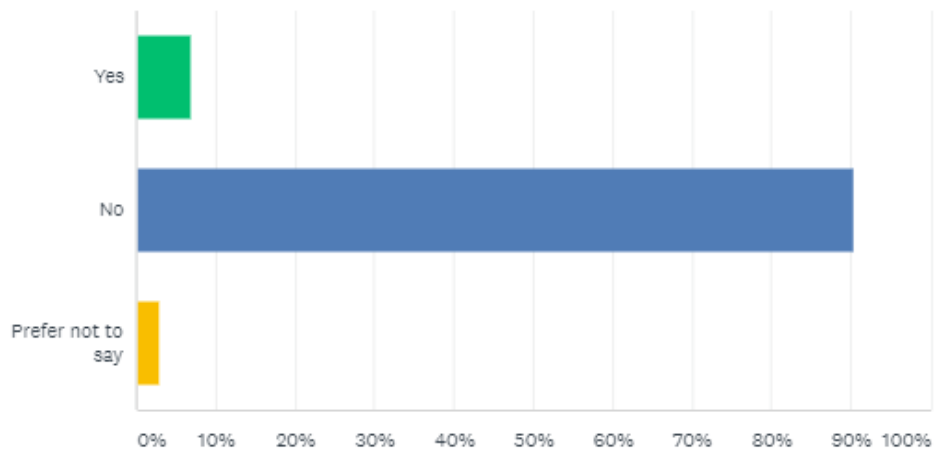
| ANSWER CHOICES | RESPONSES |
|------------------------|--------------------|
| English | 95.22% 1,035 |
| Other (please specify) | Responses 4.78% 52 |
| TOTAL | 1,087 |

Word map of 'Other' answers

Portuguese Turkish **French** Polish **German** Spanish



Q18. Do you consider yourself to have a disability?

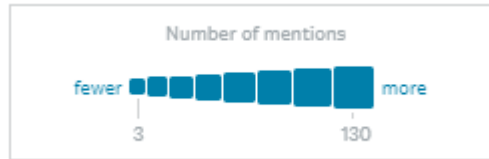


| ANSWER CHOICES | RESPONSES |
|-------------------|--------------|
| Yes | 6.80% 74 |
| No | 90.35% 983 |
| Prefer not to say | 2.85% 31 |
| TOTAL | 1,088 |

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.

This page is intentionally left blank

| | |
|---|---------------------|
| Committee: | Date: |
| Hampstead Heath, Highgate Wood & Queen's Park Committee | 26 May 2021 |
| Subject: | Public |
| Hampstead Heath, Highgate Wood and Queen's Park Risk Management | |
| Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly? | 1/5/12 |
| Does this proposal require extra revenue and/or capital spending? | N |
| 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: | For Decision |
| Director of Open Spaces | |
| Report Author: | |
| Martin Falder, Project & Support Officer | |

Summary

This report provides the Hampstead Heath, Highgate Wood & Queen's Park Committee with an update on the management of risks undertaken by the Open Spaces Department and the Hampstead Heath, Highgate Wood, and Queen's Park Division. Risks are reviewed regularly by the Department's Senior Leadership Team as part of the ongoing management of the operations of the Department. It is also reviewed regularly by the Hampstead Heath, Highgate Wood and Queen's Park Management Team.

The Open Spaces Department reports on 10 departmental risks. These will next be presented to Open Spaces & City Gardens Committee on 13 July 2021.

This Committee is responsible for two Registered Charities: Hampstead Heath (charity number 803392) and Highgate Wood & Queen's Park Kilburn (charity number 232986). In accordance with the Charity Commission's Statement of Recommended Practice (SORP), Trustees are required to confirm in the Charity's Annual Report that any major risks to which the charity is exposed have been identified and reviewed and that systems are established to mitigate those risks. Using the Corporate Risk Register guidance, the management of these risks meets the requirements of the Charity Commission.

There are seven reportable risks managed by the Superintendent of Hampstead Heath which report to this Committee. All seven of the risks are reported amber. None of the risks are reported red.

Risks related to COVID-19 are managed corporately under a separate risk register. Risks relevant to this committee have been attached at Appendix 4 for information.

Recommendation

Members are asked to note the report and:

- Approve the Hampstead Heath, Highgate Wood and Queen's Park Risk Register (Appendix 2).

Main Report

Background

1. The Open Spaces Department's Risk Registers conform to the City's Corporate standards as guided by the Risk Management Strategy 2014, and all of our Departmental and Divisional Risks are registered on the Pentana Risk Management System.
2. The Open Spaces Department manages risk through a number of processes including: Departmental and Divisional Risk Registers, the Departmental Health and Safety Improvement Group, Divisional Health and Safety Groups and Risk Assessments. Departmental Risks are reviewed by the Department's Senior Leadership Team on a regular basis and Divisional Risks by Divisional Management Teams.
3. The Charity Commission requires Trustees to confirm in the Charity's Annual Report that any major risks to which the charity is exposed have been identified and reviewed and that systems are established to mitigate those risks. These risks are to be reviewed annually. Each Open Spaces Committee is presented with relevant Risk Registers to fulfil this requirement.

Departmental Risks

4. On 2 December 2020 the Open Spaces and City Gardens Committee received and agreed the Departmental Risk Register which identified nine Departmental risks:
 - OSD 001 – Health and safety (Amber)
 - OSD 002 – Extreme weather and climate change (Amber)
 - OSD 004 – Repair and Maintenance of Buildings and Structural Assets (Red)
 - OSD 005 – Pests and diseases (Amber)
 - OSD 006 – Impact of development (Amber)
 - OSD 007 – Maintaining the City's water bodies (Red)
 - OSD TBM 001 – The effect of a major event in central London on the tourism business at Tower Bridge and Monument (Amber)
 - OSD 010 – Ultra Low Emission Zone (ULEZ) Fleet Purchase Risk (Amber)
 - CR32 – Wanstead Park Reservoirs (Red) (Corporate risk)

5. There have been no changes to these Departmental risks since they were last reported on 2 December 2020. These will next be presented to OSGC Committee on 13 July 2021.
6. Risks related to COVID-19 are managed corporately under a separate risk register. Risks relevant to this committee have been attached at Appendix 4 for information.

Hampstead Heath, Highgate Wood and Queen's Park Risks

7. There are seven reportable risks identified across Hampstead Heath, Highgate Wood and Queen's Park. These are:
 - OSD NLOS 002: Outbreak of Fire in Woodland / Heathland (Amber, score 8)
 - OSD NLOS 003: Extreme Weather Events (Amber, score 6)
 - OSD NLOS 004: Plant and Tree Disease (Amber, score 8)
 - OSD NLOS 006: Ensuring the Health and Safety of staff, contractors, visitors and volunteers (Amber, score 8)
 - OSD NLOS 007: Hampstead Heath Water bodies including Bathing Ponds (Amber, score 8)
 - OSD NLOS 008: Maintenance of Divisional buildings and equipment (Amber, score 12)
 - OSD NLOS 011: Impact of housing and population and transport increase (Amber, score 12)
8. We currently report on seven amber risks. There are currently no red risks.
9. These risk scores remain at the same level as when they were last reported to this committee. OSD NLOS 002 and OSD NLOS 007 were reduced over winter, but have now returned to the previously-reported level, in recognition of the expected seasonal risk increase to these items.

Target Risk Scores

10. The target risk score for all seven of the risks is amber. The current and target scores are the same for the following items, indicating we Accept these risks at present:
 - OSD NLOS 003: Extreme Weather Events (Amber, target score 6)
 - OSD NLOS 004: Plant and Tree Disease (Amber, target score 8)
 - OSD NLOS 006: Ensuring the Health and Safety of staff, contractors, visitors and volunteers (Amber, target score 8)
 - OSD NLOS 008: Maintenance of Divisional buildings and equipment (Amber, target score 12)
 - OSD NLOS 011: Impact of housing and population and transport increase (Amber, target score 12)
11. The target scores for the following items are a level below their current score, indicating that we expect to Reduce the risk level on these seasonal items:
 - OSD NLOS 004: Plant and Tree Disease (Amber, target score 6)
 - OSD NLOS 007: Hampstead Heath Water bodies including Bathing Ponds (Amber, target score 6)

12. The detail of the individual risks is shown in Appendix 2. This also shows the actions that are being undertaken to reduce the current risk score or maintain at the current target risk score.

Corporate & Strategic Implications

13. The Departmental and Divisional Risk Registers will help us achieve the Corporate Plan 2018 – 2023 aim to Shape outstanding environments.
14. Specifically this will help deliver the outcomes:
 - We have clean air, land and water and a thriving and sustainable natural environment.
 - Open spaces are secure, resilient and well-maintained.
15. The Departmental Risk Register reflects the risks associated with delivering the Open Spaces Department's Business top line objectives and associated outcomes:
 - A. Open spaces and historic sites are thriving and accessible.
 - B. Spaces enrich people's lives.
 - C. Business practices are responsible and sustainable.

Conclusion

16. The need to systematically manage risk across the Department and at a Divisional level is addressed by the production of this Risk Register, as too are the requirements of the Charity Commission. This document will inform the collective risk across the Department's business activities.

Appendices

- Appendix 1 – Corporate Risk Scoring Grid
- Appendix 2 – Hampstead Heath, Highgate Wood and Queen's Park Divisional Risk Register
- Appendix 3 – Matrix to show current and target risks on the Corporate Risk Scoring Grid
- Appendix 4 – OSD COVID-19 Risks

Martin Falder, Project & Support Officer

T: 020 7332 3514

E: Martin.Falder@cityoflondon.gov.uk

Appendix 1:

City of London Corporation Risk Matrix

Note: A risk score is calculated by assessing the risk in terms of likelihood and impact. By using the likelihood and impact criteria below (top left (A) and bottom left (B) respectively) it is possible to calculate a risk score. For example a risk assessed as Unlikely (2) and with an impact of Serious (2) can be plotted on the risk scoring grid, top right (C) to give an overall risk score of a green (4). Using the risk score definitions bottom right below, a green risk is one that just requires actions to maintain that rating.

Likelihood criteria

| | Rare (1) | Unlikely (2) | Possible (3) | Likely (4) |
|--------------------|--|--|---|---|
| Criteria | Less than 10% | 10 – 40% | 40 – 75% | More than 75% |
| Probability | Has happened rarely/never before | Unlikely to occur | Fairly likely to occur | More likely to occur than not |
| Time Period | Unlikely to occur in a 10 year period | Likely to occur within a 10 year period | Likely to occur once within a one year period | Likely to occur once within three months |
| Numerical | Less than one chance in a hundred thousand (<10-5) | Less than one chance in ten thousand (<10-4) | Less than one chance in a thousand (<10-3) | Less than one chance in a hundred (<10-2) |

Page 7

Impact Criteria

| Impact Title | Definitions |
|--------------------|--|
| Minor (1) | Service delivery/performance: Minor impact on service, typically up to one day. Financial: financial loss up to 5% of budget. Reputation: Isolated service user/stakeholder complaints contained within business unit/division. Legal/statutory: Litigation claim or find less than £5000. Safety/health: Minor incident including injury to one or more individuals. Objectives: Failure to achieve team plan objectives. |
| Serious (2) | Service delivery/performance: Service disruption 2 to 5 days. Financial: Financial loss up to 10% of budget. Reputation: Adverse local media coverage/multiple service user/stakeholder complaints. Legal/statutory: Litigation claimable fine between £5000 and £50,000. Safety/health: Significant injury or illness causing short-term disability to one or more persons. Objectives: Failure to achieve one or more service plan objectives. |
| Major (4) | Service delivery/performance: Service disruption > 1 - 4 weeks. Financial: Financial loss up to 20% of budget. Reputation: Adverse national media coverage 1 to 3 days. Legal/statutory: Litigation claimable fine between £50,000 and £500,000. Safety/health: Major injury or illness/disease causing long-term disability to one or more people objectives: Failure to achieve a strategic plan objective. |
| Extreme (8) | Service delivery/performance: Service disruption > 4 weeks. Financial: Financial loss up to 35% of budget. Reputation: National publicity more than three days. Possible resignation leading member or chief officer. Legal/statutory: Multiple civil or criminal suits. Litigation claim or find in excess of £500,000. Safety/health: Fatality or life-threatening illness/disease (e.g. mesothelioma) to one or more persons. Objectives: Failure to achieve a major corporate objective. |

Risk Scoring Grid

| | | Impact | | | |
|------------|--------------|------------|-------------|-------------|-------------|
| | | Minor (1) | Serious (2) | Major (4) | Extreme (8) |
| Likelihood | X | | | | |
| | Likely (4) | 4 Green | 8 Amber | 16 Red | 32 Red |
| | Possible (3) | 3 Green | 6 Amber | 12 Amber | 24 Red |
| | Unlikely (2) | 2 Green | 4 Green | 8 Amber | 16 Red |
| | Rare (1) | 1 Green | 2 Green | 4 Green | 8 Amber |

Risk Definitions

| | |
|--------------|--|
| RED | Urgent action required to reduce rating |
| AMBER | Action required to maintain or reduce rating |
| GREEN | Action required to maintain rating |

This is an extract from the City of London Corporate Risk Management Strategy, published in May 2014

This page is intentionally left blank

Appendix 2 – HHHWQP Committee Risks

OSD HHHWQP Committee Risks

Report Author: Martin Falder

Generated on: 04 May 2021



Rows are sorted by Risk Score

| Risk no, title, creation date, owner | Risk Description (Cause, Event, Impact) | Current Risk Rating & Score | | Risk Update and date of update | Target Risk Rating & Score | | Target Date/Risk Approach | Current Risk score change indicator |
|---|---|-----------------------------|-----------|---|----------------------------|-----------|---------------------------|-------------------------------------|
| D OSD NLOS 10- 10- Maintenance of Divisional buildings and equipment 10-Aug-2015 Bob Warnock | Cause: Inadequate proactive and reactive maintenance; failure to identify and communicate maintenance issues Event: Operational or public building become unusable Impact: Service capability disrupted; ineffective use of staff resources; damage to corporate reputation; increased costs for reactive maintenance. Delay will have operational impact. Overrun of additional work programme. | Likelihood Impact | 12 | Risk remains at a 12, as previously reported. We were unable to reduce risk to target level due to decreased CWP budget. Only H&S-related projects will be completed in 2021/22. As we are not currently anticipating any budget increase in this area, target has been set to the same level as current risk. We are unable to reduce this risk further at this time. 22 Apr 2021 | Likelihood Impact | 12 | 31-Mar-2022 | Constant |
| | | | | | | | Accept | |

| Action no | Action description | Latest Note | Action owner | Latest Note Date | Due Date |
|-----------|--------------------|-------------|--------------|------------------|----------|
| | | | | | |

Appendix 2 – HHHWQP Committee Risks

| | | | | | |
|-------------------|--|--|--------------------------------|-------------|-------------|
| OSD NLOS 008 a | Asset review is being carried out with Surveyor's Dept. Review of assets is an ongoing process | Review is cyclical and ongoing. This is co-ordinated between the City Surveyor's department and local teams. | Richard Gentry | 22-Apr-2021 | 31-Mar-2022 |
| OSD NLOS 008 b | Client Liaison meetings are held regularly to discuss issues and raise concerns about Building Repairs and Maintenance and Projects. Regular review process | Ongoing Action. Client Liaison meetings are taking place. APFM in regular contact with internal Divisional stakeholders. | Richard Gentry | 22-Apr-2021 | 31-Mar-2022 |
| OSD NLOS 008 c | East Heath Car Park Capital Project | This project is currently underway. Expected to complete by June. | Richard Gentry; Bob Warnock | 22-Apr-2021 | 30-Jun-2021 |

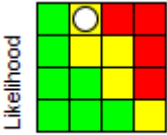
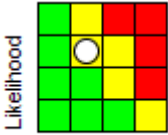
Appendix 2 – HHHWQP Committee Risks

| Risk no, title, creation date, owner | Risk Description (Cause, Event, Impact) | Current Risk Rating & Score | | Risk Update and date of update | Target Risk Rating & Score | | Target Date/Risk Approach | Current Risk score change indicator |
|---|---|-----------------------------|-----------|---|----------------------------|-----------|---------------------------|-------------------------------------|
| OSD NLOS 011 Impact of housing and population and transport increase 23-Jun-2016 Bob Warnock | Causes: Planning Authorities obligation to meeting housing demand. Fail to monitor and challenge planning applications. Lack of resource to employ specialist support or carry out monitoring/research. Lack of partnership working with relevant Planning Authorities. Event: Large houses, buildings or other developments on land affecting the Open Spaces. Impact: Potential increase in visitor numbers and recreational pressure. Increased air, light and noise pollution and consequent potential decline in biodiversity and tranquillity. Further increases in traffic volumes on local road network. Ground compaction and resulting associated effects on tree and plant health. Wear and tear to sports pitches. Lack of budget to facilitate repairs. | Likelihood Impact | 12 | The risk remains unchanged. We continue to liaise with partners and stakeholders regarding planning applications which may impact upon Hampstead Heath and the wider Division. 22 Apr 2021 | Likelihood Impact | 12 | 31-Mar-2022 | Constant |
| | | | | | | | Accept | |

Page 17

| Action no | Action description | Latest Note | Action owner | Latest Note Date | Due Date |
|----------------|---|--|----------------|------------------|-------------|
| OSD NLOS 011 a | Maintain a close partnership with Planning Authorities. Supt and Officers in contact with the London Borough of Camden, Barnet, Brent and Haringey in regard to planning issues which may impact the open spaces. | Ongoing, division to make representation as necessary. Stakeholders, e.g. Consultative Group and Hampstead Heath, Highgate Wood and Queen's Park Committee updated as appropriate. | Richard Gentry | 22-Apr-2021 | 31-Mar-2022 |
| OSD NLOS 011 b | Respond to consultation on the local plans to help influence the content of the documents. | Ongoing. Response to planning issues as necessary. No change. Stakeholders, e.g. Consultative Groups, Hampstead Heath, Highgate Wood and Queen's Park Committee are updated when necessary. | Richard Gentry | 22-Apr-2021 | 31-Mar-2022 |
| OSD NLOS 011 c | The North London division monitors planning activity in order to ensure it does not impact the open spaces. | Ongoing. Response to planning issues as necessary. Relevant planning applications are monitored. No change. Stakeholders, e.g. Consultative Groups, Hampstead Heath, Highgate Wood and Queen's Park Committee are updated when necessary. | Richard Gentry | 22-Apr-2021 | 31-Mar-2022 |

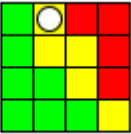
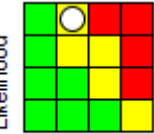

Appendix 2 – HHHWQP Committee Risks

| Risk no, title, creation date, owner | Risk Description (Cause, Event, Impact) | Current Risk Rating & Score | | Risk Update and date of update | Target Risk Rating & Score | | Target Date/Risk Approach | Current Risk score change indicator |
|--|---|--|---|--|---|---|---------------------------|-------------------------------------|
| OSD NLOS 002 Outbreak of Fire in Woodland / Heathland 10-Aug-2015 Bob Warnock | Causes: Extreme hot weather and a lack of rain leads to dry grass and woodland. Visitors improperly using site for barbeques, disposing of cigarettes, campfires. Event: Large-scale fire. Impact: Possible loss of life, serious injury to staff, visitors, contractors and volunteers. Damage to site. Ecological damage caused to environment. Service capability is disrupted: increased demand for staff resource to respond to incidents and maintain safety of site and visitors: loss of species: temporary site closure and associated access: increased costs for reactive management; damage/loss of fragile/rare habitats and species. |  Likelihood Impact | 8 | Risk level dropped over winter, but evidence of fires is still being found by rangers. With this in mind, and with the expectation of a busy and dry summer, likelihood remains at level previously reported. Target date set for winter 2021. 22 Apr 2021 |  Likelihood Impact | 6 | 31-Dec-2021 | Constant |
| | | | | | | | Reduce | |

Page 176

| Action no | Action description | Latest Note | Action owner | Latest Note Date | Due Date |
|----------------|---|---|----------------|------------------|-------------|
| OSD NLOS 002 a | Staff are made aware of extreme weather events and 'Trigger Events.' Managers and Supervisors receive weather warnings and this information is shared with staff. | Ongoing action. Fire safety audits delayed due to COVID, but this is now in progress. Highgate Wood completed in March/April. Aiming to complete our sites by September. | Richard Gentry | 22-Apr-2021 | 30-Sep-2021 |
| OSD NLOS 002 b | Review Emergency Action Plan. Review carried out annually or following incident if appropriate. | Review and update continues annually or after an emergency event. Trigger Event Policy compliments this plan. Signage is displayed at key locations, reminding visitors not to light fires or barbeques. Social media messaging has also been used to deliver this message. | Richard Gentry | 22-Apr-2021 | 31-Dec-2021 |

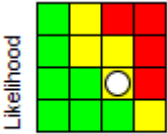
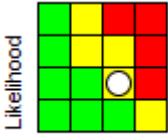
Appendix 2 – HHHWQP Committee Risks

| Risk no, title, creation date, owner | Risk Description (Cause, Event, Impact) | Current Risk Rating & Score | | Risk Update and date of update | Target Risk Rating & Score | | Target Date/Risk Approach | Current Risk score change indicator |
|--|---|--|---|---|---|---|---------------------------|---|
| <p>OSD NLOS 004 Plant and Tree Disease</p> <p>10-Aug-2015 Bob Warnock</p> | <p>Causes: Inadequate biosecurity, buying of infected trees, plants or animals, spread of windblown OPM (oak processionary moth) from adjacent sites Event: Tree disease including Massaria, Ash Die Back, Oak Processionary Moth. Sites become infected by animal, plant or tree diseases Impact: Service capability disrupted, Public access to sites restricted, tree decline, reputational damage, substantial cost of removal of OPM, risk to human health from OPM</p> |  | 8 | <p>The threat of OPM across the North London Division is not diminishing, we continue with the Forestry Commission led management on a targeted caterpillar spray in specific areas and nest removal in others.</p> <p>Staff continue to manage Massaria and Horse chestnut bleeding canker.</p> <p>The tree team work with the Forestry Commission in conjunction with the London Tree Officers Association on an annual inspection program looking at 53 plots around London for the presence of Canker Stain of Plane (<i>Ceratocystis platani</i>) and <i>Xylela fastidiosa</i>.</p> <p>Staff continue to be vigilant and inspect for all the other tree pest and diseases on the list. We have Chalara die back of ash at NLOS which currently is not a major concern. The Division have a Severe Weather Protocol which requires staff to actively review tree canopies for storm damage. Sites may be closed in high winds to reduce incidents with tree damage (which may be associated with pest/disease.)</p> <p>26 Apr 2021</p> |  | 8 | 31-Mar-2022 |  |
| | | <p>Likelihood</p> <p>Impact</p> | | | <p>Likelihood</p> <p>Impact</p> | | Accept | |

Appendix 2 – HHHWQP Committee Risks

| Action no | Action description | Latest Note | Action owner | Latest Note Date | Due Date |
|----------------|--|--|----------------|------------------|-------------|
| OSD NLOS 004 a | This action relates to tree and plant procurement methods in the North London division. | Tree provenance is considered, the Division will source and use planting stock consistent with best practice guidance. Ongoing action. | Richard Gentry | 22-Apr-2021 | 31-Mar-2022 |
| OSD NLOS 004 b | This action relates to the identification and treatment against Oak Processionary Moth in the North London division. | As per the main update, the threat of OPM across the North London Division is not diminishing. We continue with the Forestry Commission led management on a targeted caterpillar spray in specific areas and nest removal in others. | Richard Gentry | 26-Apr-2021 | 01-Apr-2022 |

Appendix 2 – HHHWQP Committee Risks

| Risk no, title, creation date, owner | Risk Description (Cause, Event, Impact) | Current Risk Rating & Score | | Risk Update and date of update | Target Risk Rating & Score | | Target Date/Risk Approach | Current Risk score change indicator |
|---|---|--|---|--|---|---|---------------------------|-------------------------------------|
| OSD NLOS 006 Ensuring the Health and Safety of staff, contractors, visitors and volunteers 10-Aug-2015 Bob Warnock | Cause: Poor understanding and/or delivery of Health and Safety policies, procedures and safe systems of work; inadequate training; failure to implement results of Divisional H & S Audits; dynamic risk assessments not undertaken. Security, antisocial behaviour, dealing with members of the public. Event: Staff or contractors undertake unsafe working practices Impact: Death or injury of a member of staff, contractor or a member of the public, reputational damage; financial penalty |  Likelihood Impact | 8 | Risk remains unchanged. H&S works continue. 22 Apr 2021 |  Likelihood Impact | 8 | 31-Mar-2022 | Constant |
| | | | | | | | Accept | |

| Action no | Action description | Latest Note | Action owner | Latest Note Date | Due Date |
|----------------|--|--|----------------|------------------|-------------|
| OSD NLOS 006 a | Continue with annual H & S site Audits. Sites will carry out audits by peers from within Division. Audits usually take place in August and are signed off later in the year. | This is an ongoing item, reviewed annually. These contribute to the OS Certificate of Assurance. | Richard Gentry | 22-Apr-2021 | 31-Mar-2022 |
| OSD NLOS 006 b | Divisional H & S meetings take place. Staff informed, consulted and updated on H & S matters | Divisional H & S meetings continue, attendance is monitored. The Division has input at a Dept level. Ongoing action. | Richard Gentry | 22-Apr-2021 | 31-Mar-2022 |

Appendix 2 – HHHWQP Committee Risks

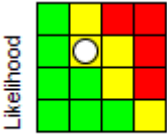
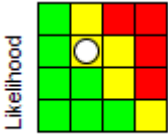

| Risk no, title, creation date, owner | Risk Description (Cause, Event, Impact) | Current Risk Rating & Score | | Risk Update and date of update | Target Risk Rating & Score | | Target Date/Risk Approach | Current Risk score change indicator |
|--|---|-----------------------------|---|--|----------------------------|---|---------------------------|-------------------------------------|
| OSD NLOS 007 Hampstead Heath Water bodies including Bathing Ponds Page 180 10-Aug-2015 Bob Warnock | Cause: Improper use of water bodies. Members of the public swimming in unauthorised areas. Swimming outside of designated zones/times. Swimmers fail to pay attention to acclimatisation requirements. Insufficient signage, poor maintenance of banks Event: Death or serious injury of member of public, contractor or staff in ponds. Unable to effect safe rescue of swimmer/person in pond. Impact: Possible legal challenge. Emotional impact on staff. Reputational risk. Financial penalty | Likelihood Impact | 8 | Risk was increased for last year's report due to high visitor numbers related to COVID-19 pandemic. Target date was set for October, anticipating winter closure of ponds and reduced visitor numbers due to lockdown easing. Risk remains at elevated level this year, as we still anticipate greatly increased attendance at the ponds this summer. Measures are in place to ensure the health and safety of staff and visitors, but pressure due to high attendance means the likelihood must remain at the same level. Target date set for October in anticipation of end of peak swimming season. 22 Apr 2021 | Likelihood Impact | 6 | 31-Oct-2021 | Constant |
| | | | | | | | Reduce | |

| Action no | Action description | Latest Note | Action owner | Latest Note Date | Due Date |
|----------------|--|--|----------------|------------------|-------------|
| OSD NLOS 007 a | This action relates to training for lifeguards and operational / maintenance staff to ensure the safety of water bodies and swimmers in the North London division. | Ongoing -Training needs and requirements are identified in staff performance reviews and 1:1 meetings throughout the year. | Richard Gentry | 22-Apr-2021 | 31-Mar-2022 |
| OSD NLOS 007 b | Appropriate signage at ponds Weekly - Signage is checked as part of Ranger duties, this includes checking gates are locked and life rings are in | This is actively monitored. Signage, specifically at water bodies, is checked by Ranger team as part of their weekly patrols and defects reported for repair or replacement. | Bob Warnock | 22-Apr-2021 | 31-Mar-2022 |

Appendix 2 – HHHWQP Committee Risks

| | | | | | |
|-------------------|---|---|----------------|-----------------|-----------------|
| | place - ongoing | | | | |
| OSD NLOS 007 c | Safety equipment accessible at ponds Weekly - Checks are carried out by life guards within their facilities Monthly – Safety equipment is checked as part of Ranger duties. | Ongoing – safety equipment is checked by Ranger Team / Lifeguards as part of their weekly patrols and defects reported for repair or replacement. | Bob Warnock | 22-Apr- 2021 | 31-Mar- 2022 |

Appendix 2 – HHHWQP Committee Risks

| Risk no, title, creation date, owner | Risk Description (Cause, Event, Impact) | Current Risk Rating & Score | | Risk Update and date of update | Target Risk Rating & Score | | Target Date/Risk Approach | Current Risk score change indicator |
|--|--|--|----------|--|---|----------|---------------------------|---|
| OSD NLOS 003 Extreme Weather Events 10-Aug-2015 Bob Warnock | Causes: Severe wind events, prolonged precipitation or restricted precipitation Event: Severe weather/climate impacts at one or more sites within the Division Impact: Service capability disrupted; Strong winds cause tree limb drop, prolonged heat results in fires, snow disrupts site access, rainfall results in flooding and impassable areas, site closures: severe damage to flora and fauna: risk to life and limb: damage to property |  Likelihood | 6 | Extreme weather events continue to be managed. MET office Storm Centre warnings monitored. MET Office Flood Alerts and Warning monitored. Risk remains unchanged. 22 Apr 2021 |  Likelihood | 6 | 31-Mar-2022 |  Constant |
| | | | | | | | Accept | |

| Action no | Action description | Latest Note | Action owner | Latest Note Date | Due Date |
|----------------|--|---|----------------|------------------|-------------|
| OSD NLOS 003 a | Alerts issued to staff via Met Office. Review processes 6 monthly or following an extreme weather event | No change. Trigger Event Policy embedded in to our way of working. Met Office Data is reviewed weekly and responded to accordingly by Duty Manager and Duty Supervisor. Ongoing weekly management through RAID Log process to monitor and manage extreme weather events and to support weekly resource planning process. | Bob Warnock | 22-Apr-2021 | 31-Mar-2022 |
| OSD NLOS 003 b | Site plans reviewed annually or following incident if appropriate. Reviews usually conducted in September and agreed later in the year. | Emergency action plan is in place. Reviewed annually or after emergency incident. No change. | Richard Gentry | 22-Apr-2021 | 31-Mar-2022 |

Appendix 3 – HHHWQP Risk Scores & Targets

Hampstead Heath, Highgate Wood, and Queens Park Committee Risk Scores and Targets

| | | | | | |
|--|--------------|------------------|---|--|--------------------|
| Likelihood | Likely (4) | | OSD NLOS 002 OSD NLOS 004 OSD NLOS 007 | | |
| | Possible (3) | | <i>OSD NLOS 002</i> <i>OSD NLOS 003</i> <i>OSD NLOS 007</i> | OSD NLOS 008 OSD NLOS 011 | |
| | Unlikely (2) | | | OSD NLOS 006 | |
| | Rare (1) | | | | |
| OSD North London Risks May 2021 | | <i>Minor (1)</i> | <i>Serious (2)</i> | <i>Major (4)</i> | <i>Extreme (8)</i> |
| Impact | | | | | |

- Bold** - Current Score
Italics - Target Score
Bold Italics - Current & Target Score Aligned

Risk Reference:

- OSD NLOS 002: Outbreak of Fire in Woodland / Heathland
- OSD NLOS 003: Extreme Weather Events
- OSD NLOS 004: Plant and Tree Disease
- OSD NLOS 006: Ensuring the Health and Safety of staff, contractors, visitors and volunteers
- OSD NLOS 007: Hampstead Heath Water bodies including Bathing Ponds
- OSD NLOS 008: Maintenance of Divisional buildings and equipment
- OSD NLOS 011: Impact of housing and population and transport increase

This page is intentionally left blank

Appendix 4 – COVID Risks Relevant to HHHWQP Committee

OSD COVID-19 Risks Relevant to HHHWQP Committee

Report Author: Martin Falder

Generated on: 04 May 2021



Rows are sorted by Risk Score

| Risk no, title, creation date, owner | Risk Description (Cause, Event, Impact) | Current Risk Rating & Score | | Risk Update and date of update | Target Risk Rating & Score | | Target Date/Risk Approach | Current Risk score change indicator |
|---|---|-----------------------------|----|---|----------------------------|---|---------------------------|-------------------------------------|
| D COVID19 SGPS Accelerated Long-term Damage to Sites (OSD) 01-Dec-2020 Colin Buttery | <p><i>Cause:</i> Lockdown and tiered restrictions on leisure activities have resulted in a 300-500% increase in visitor numbers to Open Spaces sites since the start of the pandemic, with commensurate increase in littering and other antisocial behaviour.</p> <p><i>Event:</i> Long-term environmental damage, with a particular focus on protected landscapes and Sites of Special Scientific Interest which are not designed for such high visitor numbers.</p> <p><i>Impact:</i> Ecological and environmental damage; negative press coverage; loss of grants related to preservation; increased spend required to maintain sites / mitigate damage.</p> | | 16 | Damage to SAC and SSSI land has increased, especially in light of current lockdown measures causing more people to visit. Risk score has increased commensurate to this damage. Measures are being considered to reduce visitor numbers, such as closing car parks. | | 4 | 31-Mar-2022 | |
| | | | | | | | Reduce | |

| Action no | Action description | Latest Note | Action owner | Latest Note Date | Due Date |
|-----------|--------------------|-------------|--------------|------------------|----------|
| | | | | | |

Appendix 4 – COVID Risks Relevant to HHHWQP Committee

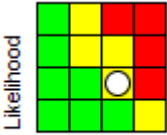

| | | | | | |
|----------------------|---|--|------------------|-----------------|-----------------|
| CVD19 SGPS 36 001 | Exceptional actions (above BAU) being taken by sites to mitigate this risk. | <ul style="list-style-type: none"> • Additional monitoring and ecological assessments required. • Messaging via social media asking visitors to be considerate and alerting when the site is full. • All overflow car parks opened to accept additional visitors. • Increased Ranger activity. • Introduction of weekday parking charges to influence visitor numbers. • 50% reduction in car parking at Burnham Beeches SAC. 4 miles of parking restriction zone on surrounding roads introduced and enforce by Buckinghamshire Council <p>Little else possible until visitor numbers fall significantly. Target set for 2022, as we expect this to be a long-term mitigation exercise.</p> | Colin Buttery | 16-Mar- 2021 | 31-Mar- 2022 |
|----------------------|---|--|------------------|-----------------|-----------------|

Appendix 4 – COVID Risks Relevant to HHHWQP Committee

| Risk no, title, creation date, owner | Risk Description (Cause, Event, Impact) | Current Risk Rating & Score | | Risk Update and date of update | Target Risk Rating & Score | | Target Date/Risk Approach | Current Risk score change indicator |
|--|--|-----------------------------|-----------|--|--|--|---------------------------|-------------------------------------|
| CVD19 SGPS 30 Health and Safety of Visitors and Staff (OSD) 29-Apr-2020 Colin Buttery | <p>Cause: Open Spaces have become essential services during the pandemic as they have been asked to remain open by the government. In the absence of other forms of recreation, public pressure on open spaces has increased significantly, and with staff numbers impacted by the virus, BAU health & safety works become more difficult to deliver and more important than ever.</p> <p>Event: Significant health and safety event at one of our sites (including but not limited to: flood, fire, tree disease leading to collapse, and drowning in open water bodies). Alternatively, the closure or cessation of critical services due to H&S concerns which cannot be properly addressed due to pressure on staff.</p> <p>Impact: Personal injury or death of a member of the public or staff; reputational impact; legal repercussions; cessation of critical service; site closures.</p> | | 12 | This is a blanket health and safety risk intended to cover the threat COVID-19 poses to health & safety related work which takes place at our sites; for further information on the specifics of this work, please see local Open Spaces risk registers. At present this work is being delivered at a steady state despite increased pressure on sites and staff. 27 Apr 2021 | No target score – Risk approach set to Accept. | | Accept | Constant |
| | | | | | | | | |


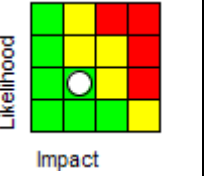
| Action no | Action description | Latest Note | Action owner | Latest Note Date | Due Date |
|-------------------|---|--|--------------|------------------|-------------|
| CVD19 SGPS 30 004 | Actions undertaken at North London to maintain key H&S works. | Public H&S works continue as usual, with appropriate mitigation in place against COVID-related H&S issues. Further details of H&S-related work is held in the primary OSD Risk Register. | Bob Warnock | 16-Mar-2021 | 31-Mar-2021 |

Appendix 4 – COVID Risks Relevant to HHHWQP Committee

| Risk no, title, creation date, owner | Risk Description (Cause, Event, Impact) | Current Risk Rating & Score | | Risk Update and date of update | Target Risk Rating & Score | | Target Date/Risk Approach | Current Risk score change indicator |
|---|---|--|---|---|--|--|---------------------------|---|
| CVD19 SGPS 32 Income Generation and Financial Management (OSD) Page 188 29-Apr-2020 Colin Buttery | Cause: COVID-19 has led to closure or deferral of many of the income-generating aspects of our business, as well as the incursion of significant additional costs. In combination with existing financial pressures, we are likely to run significantly overbudget. Event: Significant overspend due to underachievement of expected income. Impact: Financial impact, potentially leading to permanent cessation of services. High likelihood of requiring additional financial support from the corporate centre. |  Likelihood | 8 | Third lockdown has now concluded. Year end budgets showed an underspend across all funds due to significant restriction on expenditure. Income generation remains an area of concern, as heritage attractions are not yet fully open, and social distancing requirements will limit visitor numbers. Likelihood level has been dropped to reflect successful management of this risk, and due to reduced chance of further lockdowns due to vaccination / testing rollout. Any further restrictions will cause this risk to escalate again, however. 27 Apr 2021 | No target score – Risk approach set to Accept. | | Accept |  Decreasing |
| | | | | | | | | |

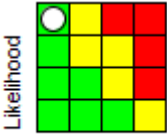
| Action no | Action description | Latest Note | Action owner | Latest Note Date | Due Date |
|-------------------|--|--|---------------|------------------|-------------|
| CVD19 SGPS 32 001 | Departmental overview of actions taken to help mitigate this risk. | Third lockdown impact being assessed as information becomes available. Continuing to engage with Chamberlains and monitor income losses due to COVID-19. | Colin Buttery | 16-Mar-2021 | 31-Mar-2021 |

Appendix 4 – COVID Risks Relevant to HHHWQP Committee

| Risk no, title, creation date, owner | Risk Description (Cause, Event, Impact) | Current Risk Rating & Score | | Risk Update and date of update | Target Risk Rating & Score | | Target Date/Risk Approach | Current Risk score change indicator |
|---|--|--|---|---|---|---|---------------------------|-------------------------------------|
| CVD19 SGPS 37 Open Spaces Workforce Wellbeing (OSD) Page 689 Dec-2020 Colin Buttery | <p><i>Cause:</i> Greatly increased pressure on staff across all sites, who have continued throughout the pandemic, often with an increased workload. This risk incorporates both the pressures on frontline staff (more incidents of verbal abuse, confrontation with members of the public, and antisocial behaviour on site) and WFH staff (isolation, depression, anxiety and work related abuse coming into the home).</p> <p><i>Event:</i> Increased staff sickness levels and worsening wellbeing outcomes for staff across sites.</p> <p><i>Impact:</i> Cessation of services; damage to sites; loss of vital expertise from staff turnover; serious injury or death of employee in service due to exhaustion or suicide.</p> |  | 8 | Risk remains high to reflect the very difficult situation across all sites. Cemetery in particular was heavily impacted throughout third lockdown, although all sites have seen increased visitor numbers, antisocial behaviour, and commensurate damage to natural asset, impacting staff morale. With summer approaching, we expect extremely high visitor numbers. This is in combination with other mitigating staff morale and wellbeing factors outside of COVID. Risk to be considered regularly at Bronze for possible mitigations. 27 Apr 2021 |  | 4 | 30-Jun-2021 | Constant |
| | | | | | | | Reduce | |

| Action no | Action description | Latest Note | Action owner | Latest Note Date | Due Date |
|-------------------|--|---|---------------|------------------|-------------|
| CVD19 SGPS 37 001 | Departmental actions taken to help mitigate this risk. | <ul style="list-style-type: none"> Honorarium has been delivered to sites. Managers have increased use of 'BAU' tools (1:1s, direct contact, signposting of existing CoL Wellbeing Team resources). <p>Target date of June 2021 is based on possible timeline for vaccine and start of 'return to normality'. This is obviously subject to change; we anticipate another busy and difficult summer within the Open Spaces Department.</p> | Colin Buttery | 16-Mar-2021 | 30-Jun-2021 |

Appendix 4 – COVID Risks Relevant to HHHWQP Committee

| Risk no, title, creation date, owner | Risk Description (Cause, Event, Impact) | Current Risk Rating & Score | | Risk Update and date of update | Target Risk Rating & Score | | Target Date/Risk Approach | Current Risk score change indicator |
|---|--|--|---|---|--|--|---------------------------|-------------------------------------|
| CVD19 SGPS 35 Reopening Services (OSD) 30-Jun-2020 Colin Buttery Page 190 | This risk is separated into two possible scenarios, denoted below. <i>Cause:</i> 1) Re-opening services where social distancing is difficult or impossible to enforce, such as (but not limited to) public toilets, the Parliament Hill Lido, and the Hampstead Heath swimming ponds. 2) Government guidance advises the re-opening of facilities which are not yet considered COVID-19 safe by our local risk assessors. <i>Event:</i> 1) Social distancing is not observed, in contravention of government guidance; social distancing measures are actively disobeyed, resulting in antisocial behaviour and the need for enforcement actions. 2) Facility opening is delayed past the date at which government guidance changes. <i>Impact:</i> 1) Staff members become sick; reputational damage; damage to properties; cessation of services that cannot be safely operated. 2) Reputational impact; antisocial behaviour & break-ins, and the requisite health & safety impact of this behaviour. |  Likelihood | 4 | Risk to remain at green at present despite current lockdown due to previous experience with re-opening services. Changes to the tier system or sudden increase in demand will be monitored for impact on this risk. 27 Apr 2021 | No target score - Risk approach set to Accept. | | Accept | Constant |
| | | | | | | | | |

| Action no | Action description | Latest Note | Action owner | Latest Note Date | Due Date |
|-------------------|---|---|---------------|------------------|-------------|
| CVD19 SGPS 35 001 | Actions managed by the Directorate to mitigate this risk. | Regular OSD Bronze Group meetings are being convened to monitor this risk in case it further escalates, but at present it remains at Green. | Colin Buttery | 16-Mar-2021 | 31-Mar-2021 |

| | |
|---|--------------------------------------|
| Committee(s) | Dated: |
| Hampstead Heath, Highgate Wood & Queen's Park | 26 May 2021 |
| Subject: Hampstead Heath Trustees Annual Report and Consolidated Financial Statements for the Year Ended 31 March 2020 | Public |
| Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly? | 1, 2, 3, 4, 5, 8, 11 & 12 |
| Does this proposal require extra revenue and/or capital spending? | N |
| 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: The Chamberlain Director of Open Spaces | For Information |
| Report author: Beatrix Jako - Chamberlains | |

Summary

The Trustee's Annual Report and Consolidated Financial Statements for the Year ended 31 March 2020 for Hampstead Heath (charity registration number 803392) are presented for information in the format required by the Charity Commission.

Recommendation(s)

It is recommended that the Trustee's Annual Report and Consolidated Financial Statements for the 2019/20 Financial Statements be noted.

Main Report

1. The Trustee's Annual Report and Consolidated Financial Statements are presented for information, having been signed on behalf of the Trust by the Chairman and Deputy Chairman of the Finance Committee and the auditors BDO LLP. The information contained within the Annual Report and Consolidated Financial Statements has already been presented to your Committee via budget report on 22 January 2020 and via outturn report on 3 June 2020.
2. Following on from a previous review of the charities for which the City is responsible, (completed in 2010), which detailed key reports that should be presented to your Committee. The Trustees Annual Report and Consolidated Financial Statements was one of these reports. Information from these statements will form the Annual Return to the Charity Commission. Since this

undertaking the City Corporation has recently approved that a further comprehensive review be undertaken across all of its charities, the outcome of which will be reported to this committee in due course.

3. The Trustee's Annual Report and Consolidated Financial Statements were submitted to the Charity Commission within the regulatory deadline of 31 January 2021.

Appendices

- Appendix 1 – Hampstead Heath Report and Consolidated Financial Statements for the year ended 31 March 2020

Beatrix Jako

Acting Senior Accountant – Chamberlain's Financial Services Division, Citizen Services

E: Beatrix.Jako@cityoflondon.gov.uk

Hampstead Heath

Annual Report and Consolidated Financial
Statements for the year ended 31 March 2020

Charity registration number 803392

CONTENTS

| | |
|---|----|
| Origins of the charity | 1 |
| Structure and governance..... | 2 |
| Achievements and performance | 7 |
| Financial review | 10 |
| Trustee responsibilities | 14 |
| Independent auditor's report | 16 |
| Consolidated statement of financial activities..... | 19 |
| Consolidated balance sheet..... | 20 |
| Balance sheet | 21 |
| Notes to the financial statements | 22 |
| Reference and administration details | 39 |

ORIGINS OF THE CHARITY

Hampstead Heath is the collective name for Parliament Hill and Golders Hill, a total of 791 acres (320 hectares). The original Hampstead Heath was the former lands owned by the Lord of the Manor acquired under the Hampstead Heath Act, 1871. The Heath falls within two London Boroughs, Camden and Barnet.

The Heath was transferred to the London Residuary Body on 1st April 1986 on the abolition of the Greater London Council and was transferred to the City of London Corporation on 31 March 1989 under provisions of the London Government Reorganisation (Hampstead Heath) Order 1989. This Order covered the transfer of the Heath and the related rights and liabilities, the functions of the Corporation, the financial arrangements, the establishment of the Hampstead Heath Trust Fund for future revenue funding and the Hampstead Heath Works Fund for defraying capital works. It also set up a Hampstead Heath Management Committee for the purposes of advising on and implementing the City of London Corporation's policies and programmes of work and considering any representations from the statutory Consultative Committee. The Consultative Committee was established to make such representations and consists of representatives of local organisations, sporting interests, nature conservation, the disabled and those concerned with the Heath.

The City of London Corporation is committed to conserving the Heath and its wildlife and vegetation and provide recreational facilities for the public appropriate to such an important London open space.

The first detailed management plan for Hampstead Heath was produced in 1995. The plan sets out a framework and policies for the management of the Heath, by identifying management objectives, describing how these are to be achieved and defining procedures for monitoring progress against these objectives. The strategic management plan "Towards a Plan for the Heath" was approved for 2007/17 has been reviewed. A wide range of public consultation has taken place in order to develop a Vision which provides strategic direction for the site for 2018/28.

TRUSTEE'S ANNUAL REPORT

STRUCTURE AND GOVERNANCE

GOVERNING DOCUMENTS

The governing documents are the Hampstead Heath Act 1871 and the London Government Reorganisation (Hampstead Heath) Order 1989. The charity is constituted as a charitable trust.

GOVERNANCE ARRANGEMENTS

The Mayor and Commonalty and Citizens of the City of London (also referred to as 'the City Corporation' or 'the City of London Corporation'), a body corporate and politic, is the trustee of Hampstead Heath. The City Corporation is trustee acting by the Court of Common Council of the City of London in its general corporate capacity and that executive body has delegated responsibility in respect of the administration and management of this charity to various committees and sub-committees of the Common Council, membership of which is drawn from 125 elected Members of the Common Council and external appointees to those committees. In making appointments to committees, the Court of Common Council will take into consideration any particular expertise and knowledge of the elected Members, and where relevant, external appointees. External appointments are made after due advertisement and rigorous selection to fill gaps in skills. Elected Aldermen and members of the City of London Corporation are appointed to the Hampstead Heath, Highgate Wood and Queen's Park Committee, together with six non City of London Corporation members, one after consultation with the London Borough of Barnet, one after consultation with the London Borough of Camden, one after consultation with the owners of the Kenwood lands and three after consultation with bodies representing local, archaeological, environmental or sporting interests governing Hampstead Heath by the Court of Common Council of the City of London Corporation. The Finance Committee of the City of London Corporation administers the Hampstead Heath Trust Fund on behalf of the Trustee.

Members of the Court of Common Council are unpaid and are elected by the electorate of the City of London. The Key Committees which had responsibility for directly managing matters related to the charity during 2019/20 were as follows:

- **Policy and Resources Committee** – responsible for allocating resources and administering the charity.
- **Finance Committee** – responsible for controlling budgets, support costs and other central charges that affect the charity as a whole.
- **Audit and Risk Management Committee** – responsible for overseeing systems of internal control and making recommendations to the Finance Committee relating to the approval of the Annual Report and Financial Statements of the charity.
- **Investment Committee** – responsible for the strategic oversight and monitoring of the performance of the charity's investments which are managed

by three separate sub-committees, namely the Financial Investment Board, the Property Investment Board and the Social Investment Board.

- **Financial Investment Board** - oversees all aspects of the non-property investment arrangements of the City of London's major funds and monitors the Chamberlain's Treasury Management operations.
- **Hampstead Heath, Highgate Wood and Queen's Park Committee** – responsible for the activities undertaken at Hampstead Heath, Highgate Wood and Queen's Park, approving budget allocations for the forthcoming year and acting as Trustees of the charity.
- **Hampstead Heath Consultative Committee** – provides forum for local residents and users of the Heath to comment upon the management of the Heath.

All of the above committees are ultimately responsible to the Court of Common Council of the City of London. Committee meetings are held in public, enabling the decision-making process to be clear, transparent and publicly accountable. Details of the membership of Committees of the City Corporation are available at www.cityoflondon.gov.uk

The Hampstead Heath Trust Fund (HHTF) is a subsidiary controlled by this charity. HHTF was established under the Local Government Reorganisation (Hampstead Heath) Order 1989 with an endowment of £15 million. Its purpose is to contribute towards the running costs of the Heath. Separate accounts are prepared for the subsidiary, which are consolidated with these accounts. A copy of these is available from the email address stated on page 39.

The charity is consolidated within City's Cash as the City of London Corporation exercises operational control over their activities. City's Cash is a fund of the City Corporation that can be traced back to the 15th century and has been built up from a combination of properties, land, bequests and transfers under statute since that time. Investments in properties, stocks and shares are managed to provide a total return that:

- Allows City's Cash to use the income for the provision of services that are of importance nationally and internationally as well as to the City and Greater London;
- Maintains the asset base so that income will be available to fund services for the benefit of future generations.

The trustee believes that good governance is fundamental to the success of the charity. A comprehensive review of governance commenced during the year and is ongoing to ensure that the charity is effective in fulfilling its objectives. Reference is being made to the good practices recommended within the Charity Governance Code throughout this review. Focus is being placed on ensuring regulatory compliance and the ongoing maintenance of an efficient and effective portfolio of charities that maximise impact for beneficiaries.

ORGANISATIONAL STRUCTURE AND DECISION-MAKING PROCESS

The charity is administered in accordance with its governing instruments and the City Corporation's own corporate governance and administration framework, including Committee Terms of Reference, Standing Orders, Financial Regulations and Officer Scheme of Delegations. These governance documents can be obtained via a request to the email address stated on page 39.

Each Member by virtue of their membership of the Court of Common Council, its relevant committees and sub-committees, has a duty to support the City Corporation in the proper exercise of its functions and in meeting its duties as trustee of the charity by faithfully acting in accordance with charity law, the Terms of Reference of the relevant committee or sub-committee, and the City of Corporation's agreed corporate governance framework as noted above, backed up by its standards regime.

INDUCTION AND TRAINING OF MEMBERS

The City Corporation makes available to its Members, seminars and briefings on various aspects of its activities, including those concerning the charity, to enable Members to carry out their duties efficiently and effectively. Induction meetings are provided on specific aspects of the work of Hampstead Heath. If suitable seminars or other training options are identified that are relevant to the charity, Members are advised of these opportunities.

OBJECTIVES AND ACTIVITIES

The objective of the charity is the preservation and maintenance of Hampstead Heath in perpetuity, as an open space for the recreation and enjoyment of the public.

In support of these objectives the Hampstead Heath Management Strategy sets out the themes which are underpinned by the Heath Vision; developed in collaboration with stakeholders. The themes are:

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

By means of these outcomes the management of the Heath can be focussed to ensure that the elements vital to the maintenance, care and management of the open space are delivering the objectives of the charity.

The Hampstead Heath Trust Fund is a subsidiary controlled by this charity. That charity was established under the Local Government Reorganisation (Hampstead Heath) Order 1989 with an endowment of £15 million. Its purpose was to contribute towards the running costs of the Heath. Separate accounts are prepared for the subsidiary, which are consolidated within these accounts.

By virtue of the London Government Reorganisation (Hampstead Heath) Order 1989, the City of London Corporation acquired responsibility for the management of Hampstead Heath with effect from 31 March 1989. At the same time the London Residuary Body transferred £15 million to the City of London Corporation for the establishment of the Hampstead Heath Trust Fund, the purpose of which is the preservation and enhancement of Hampstead Heath as an open space for recreation and enjoyment of the general public.

Contributions towards the running cost of the Heath are assessed on a triennial basis and increased annually in accordance with the average earnings index. The aim for the Trust Fund is to meet a proportion of the maintenance cost of the Heath. In doing so, it is anticipated that the resulting upkeep and improvements will enhance the use made of the Heath by all of those who visit it.

Investment Policy

The investments are held within both the Hampstead Heath Trust segregated portfolio and the City of London Corporation Charities Pool, a charity registered in the UK with the Charity Commission (charity number: 1021138). The investment policy is to provide a real increase in annual income in the long term whilst preserving the value of the capital base. The annual report and financial statements of the Charities Pool (which include an analysis of investment performance against objectives set) are available from the Chamberlain of London, at the email address stated on page 39.

Remuneration Policy

The charity's senior staff are employees of the City Corporation and, alongside all staff, pay is reviewed annually. The City Corporation is committed to attracting, recruiting and retaining skilled people and rewarding employees fairly for their contribution. As part of this commitment, staff are regularly appraised and, subject to performance, eligible for the payment of bonuses and recognition awards.

The above policy applies to staff within the charity's key management personnel, as defined within note 8 to the financial statements.

The charity is committed to equal opportunities for all employees. An Equality and Inclusion Board has been established to actively promote equality, diversity and inclusion in service delivery and employment practices. The Board is responsible for monitoring the delivery of the Equality and Inclusion Action Plan and progress against the Equality Objectives for 2016-20. This also includes addressing the City Corporation's gender pay gap.

Senior staff posts of the City Corporation are individually evaluated and assessed independently against the external market allowing each post to be allocated an individual salary range within the relevant grade, which incorporates market factors as well as corporate importance.

Fundraising

Section 162a of the Charities Act 2011 requires charities to make a statement regarding fundraising activities. The legislation defines fundraising as "soliciting or

otherwise procuring money or other property for charitable purposes”. Although the Hampstead Heath charity does not undertake widespread fundraising from the general public, any such amounts receivable are presented in the financial statements as “voluntary income” including grants

In relation to the above we confirm that all solicitations are managed internally, without involvement of commercial participators or professional fund-raisers, or third parties. The day to day management of all income generation is delegated to the executive team, who are accountable to the trustee. The charity is not bound by any regulatory scheme and does not consider it necessary to comply with any voluntary code of practice.

The charity has received no complaints in relation to fundraising activities in the current year (2018/19: nil). Individuals are not approached for funds, hence the charity does not consider it necessary to design specific procedures to monitor such activities.

Public benefit statement

The Trustee confirms that it has referred to the guidance contained in the Charity Commission’s general guidance on public benefit when reviewing Hampstead Heath’s aims and objectives and in planning future activities. The purpose of the charity is the preservation in perpetuity of Hampstead Heath as an open space for the recreation and enjoyment of the public.

Consequently, the Trustee considers that Hampstead Heath operates to benefit the general public and satisfies the public benefit test.

REFERENCE AND ADMINISTRATIVE DETAILS

The administrative details of the charity are stated on page 39.

ACHIEVEMENTS AND PERFORMANCE

Key Targets for 2019/20 and review of achievement

The key targets for 2019/20 together with their outcomes were:

Hampstead Heath

Implementation of the Hampstead Heath Management Framework, which will cover the period 2018-2027

The Management Framework has been developed and provides a clear vision for the management of Hampstead Heath. The Management Strategy has four themes: We protect and conserve the Heath, the Heath enriches lives, the Heath is inclusive and welcoming and together we care for the Heath. The ten priorities which have been developed to support the delivery of these themes developed from the Heath Vision, which was developed in collaboration with the community. The strategy has been widely shared and the work which is carried out is carefully linked back to the themes and outcomes.

Implementation of improvement works for the car park at East Heath

Work has been delayed due to a number of factors which include the City of London's Fundamental Review process and programming of the work to take place at a seasonally appropriate time. This project remains a priority and will form part of the 2020/21 priorities.

Implementation of improvements at the Adventure Playground at Parliament Hill, delivering natural play and clear links to the wider Heath

The plans for the Adventure Playground have been developed and are progressing. Planning issues have resulted in delays to the project, and this remains a priority to deliver in the coming year.

Tree management and health work, with the focus on the management and control of OPM (Oak Processionary Moth)

Tree management has been delivered successfully and the control of OPM has been managed successfully. A targeted approach to management of the OPM issues, as part of a Forestry Commission pilot has been positive.

Access Audit and landscape improvements, to provide accessible facilities for all visitors

A range of access audits have been carried out and one of the outcomes has been the provision of maps of accessible routes for visitors to the Heath to explore. Further access improvements to the Hampstead Heath Bathing facilities form part of the review which has been carried out and these elements will be delivered as part of the 2020/21 projects.

Health and well-being- Development of our sports offer to ensure that experiences and activities offer a broad appeal to a wide range of people. Working collaboratively with partners to provide and support increased participation in active, outdoor activity

A range work with partners has taken place to encourage participation and increased

outdoor activities. The “Give It A Go” Day at Hampstead Heath, delivered in partnership with Camden and a range of sporting groups enabled visitors to explore activities and learn about a range of opportunities. The “This Girl Can” day, provided further options for visitors to participate in sports which they may not have previously considered. Regular forum meetings are held with stakeholders involved with a wide range of sporting activities, swimming and the Parliament Hill Athletics Track. This provides an opportunity to work collaboratively and ensure that physical activity remains an important part of the Heath.

Further work and development with respect to the Communications Strategy, to include engagement and consultation to ensure wider participation and inclusivity

A communications strategy has been developed which ensures that clear and consistent messaging is delivered to visitors. A range of branding has been developed for the entire City of London Open Spaces Department, which ensures that there is a consistent style, which is clear and welcoming to visitors.

Hampstead Heath Trust

The aim for the Hampstead Heath Trust Fund is to meet a proportion of the maintenance cost of the Heath. In doing so, it is anticipated that the resulting upkeep and improvements will enhance the use made of the Heath by all of those who visit it. In 2019-20, the Trust has contributed £1,285,109 towards the preservation and enhancement of Hampstead Heath as an open space for recreation and enjoyment of the general public.

PLANS FOR FUTURE PERIODS

The plans for 2020/21:

Hampstead Heath

A review of the Hampstead Heath Bathing Ponds has been carried out and a range of outcomes were identified, which will be implemented during 2020/21. These include changes to improve and manage safety, access and accessibility for visitors and ensure sustainability of the facilities; both physically and financially.

A Hampstead Heath waste and recycling strategy has been developed and will be implemented, which will assist with managing these elements sustainability. A range of education and outreach with partners and stakeholders to improve recycling take up will be taking place.

A Sustainable Fleet & Plant Management Plan and to comply with the requirements of the Ultra-Low Emissions Zone has been developed and a plan to replace vehicles in accordance and to comply with this will be developed. This will enable us to ensure the long-term viability of the Charity’s vehicles and equipment.

A range of improvements at East Heath car park have been identified which will ensure that the car park is safe, accessible and equipped with electric charging points for the future. This is a Capital Project, supported by the City of London Corporation and is

an investment to ensure the long term sustainability of the site to enable visitors to enjoy the Heath.

Plans have been developed, in consultation with a range of stakeholders and users to develop and improve the Adventure Playground at Parliament Hill. The planned improvements will support the aspiration to deliver natural play and develop clear links to exploring the wider Heath.

The Hampstead Heath Management Strategy 2018-2028, has been developed to enable a long term vision and outcomes to be identified and delivered. As part of this process a Measurement Framework is being developed and this will enable outcomes and impacts to be measured and shared.

A Masterplan to manage a range of Divisions built assets, including Heathfield House, Parliament Hill and Kenwood Yard will be developed, working in partnership with the City Surveyors Department. This document will assist with understanding changing needs and will support the way in which assets will be used in the future to deliver services to our visitors.

Prior to the end of the financial year of the charity, a global pandemic of Coronavirus began which subsequently impacted upon the income streams of the charity, in particular donations, fees and charges from sports events, licences, filming and rental income. This is expected to impact on the future level of income available to meet the day-to-day running expenses of the charity.

The charity has undertaken a revised forecasting exercise in order to ascertain the likely impact upon finances during the next 12-month period, which enables the Trustee to confirm that the charity remains a going concern. The City of London Corporation's City's Cash fund has also undertaken the same revised forecasting exercise, which offers assurances that the charity's running costs will continue to be funded in this way.

The Trustees do not consider there to be any material uncertainty around going concern and further detail regarding this is set out on page 22.

The Trustee is monitoring the situation and will continue with its purpose to preserve and maintain Hampstead Heath, as an Open Space for the recreation and enjoyment of the public.

Hampstead Heath Trust

The coronavirus pandemic also impacted the Trust. The value of investments held by the charity is expected to impact on the future level of distributable income available to meet the grant-making objectives of the charity.

The Trustees do not consider there to be any material uncertainty around going concern and further detail regarding this is set out on page 22.

The Trustee is monitoring the situation and will continue with its operating model of only committing grants from available income funds. Where deemed necessary, future grant programmes may be placed on hold until adequate investment income has been received.

FINANCIAL REVIEW

Overview of Financial Performance

Income

In 2019/20 the charity's total income for the year was £9,628,345, an overall decrease of £42,047 against the previous year (£9,670,392). The principal source of income was from City of London Corporation's City's Cash fund (see below).

Income from Charitable Activities comprised £1,624,310 from fees charged (2018/19: £1,468,832), £232,163 from rents (2018/19: £285,583) and £40,337 from sales of goods, products and materials (2018/19: £30,156). The increase in fees and charges is owing to a large sum of £139,416 received from Olympia Productions Ltd in relation to 'Sack Lunch AKA The Eternals' project for filming, support and use of car park facilities on Hampstead Heath in January 2020.

Donations – being amount received from the public at the ponds and paddling pool. In total £7,255 was received during the year (2018/19: £5,107).

Investment income of £1,494,596 (2018/19: £1,525,654) received during the year consists of distribution from the Charities Pool and interest receivable on cash balances.

An amount of £6,229,684 (2018/19: £6,318,210) was received from the City of London Corporation's City's Cash as a contribution towards the running costs of the charity.

Expenditure

Total expenditure for the year was £9,851,312, with charitable activities expenditure in the year totalling £9,641,825 (2018/19: £9,422,418). The increase in expenditure is mainly due to a number of cyclical building works taking place during the year. The City has a programme of cyclical repairs and maintenance works to maintain its operational properties in fair to good condition. This is delivered in a number of overlapping three year programmes of works. The programme is monitored by the Corporate Asset Sub Committee of the City of London Corporation. Expenditure on raising funds for the year was £209,487 (2018/19: £200,161).

Funds held

The charity's total funds held decreased by £6,520,357 to £45,866,383 as at 31 March 2020 (2018/19: £52,386,740). The net loss on investments represents the difference in the market value of investments between 1 April 2019 and 31 March 2020 after taking account of any purchases and sales which were made during 2019/20.

Within the total funds held, £26,244,005 (2018/19: £32,541,395) represent permanent and expendable endowment funds.

The permanent endowment is held in perpetuity as a capital fund to generate income for the activities of the charity, with income arising from this capital being available to contribute to the running costs of the Heath.

The expendable endowment funds are used for the primary objectives of the charity.

Should net income from the endowment funds be greater than the required contribution towards the running costs of the Heath, then the surplus is retained within unrestricted funds held for use in future years in accordance with the objectives of the charity. No surplus was generated for the year (2018/19: £166,821).

The charity's designated funds consist of unrestricted income funds which the Trustee has chosen to set aside for specific purposes. Such designations are not legally binding, and the Trustee can decide to "undesignate" these funds at any time. Designations as at 31 March 2020 totalled £19,453,324 (2018/19: £19,676,291). These represent designated funds within the unrestricted income fund which represents the Capital fund and the net book value of fixed assets held.

A restricted fund of £2,233 (2018/19: £2,233) was held at year-end for the Parliament Hill Outdoor Gym project. The project was completed and it is anticipated that the balance will be returned to London Borough of Camden in 2020/21.

Details of all funds held, including their purposes, is set out within note 15 to the financial statements.

Investments performance

As at 31 March 2020, the investments held in the Charities Pool achieved a gross return of -14.78% (2018/19: +4.05%) compared to the FTSE All Share Index return of -18.45% (2018/19: +6.36%). Over three years this fund achieved a return of -2.44% (2018/19: +8.31%) compared to the FTSE All Share Index return of -4.24% (2018/19: +9.51%). Over five years, the fund achieved a return of +1.37% (2018/19: +6.77%) compared to the FTSE All Share Index return of +0.57% (2018/19: +6.10%).

| Fund | 2019/20 | | 2018/19 | |
|---------------------|---------|--------|---------|--------|
| | 3 year | 5 year | 3 year | 5 year |
| Fund | -2.44% | +1.37% | +8.31% | +6.77% |
| FTSE All Share | -4.24% | +0.57% | +9.51% | +6.10% |
| Fund outperformance | +1.80% | +0.80% | -1.20% | +0.67% |

Reserves

The charity is supported by the City of London Corporation out of its City's Cash Funds. The contribution towards the running costs of Hampstead Heath is determined in accordance with a formula set out in the governing document. Reserves therefore represent the accumulated net income that cannot be distributed under the existing governance arrangements. Due to the governance arrangements in place, a reserves policy is considered by the trustee to be inappropriate.

Spending Policy

The reserves policy of the charity is that the original endowment of £15 million (now worth £ 25.6 million) should produce income to cover a proportion of the running costs of Hampstead Heath. The contribution for 2019/20 of £1,285,109 (2018/19: £1,158,672) consists of £1,262,119 from the permanent endowment (2018/19: £1,136,000), and income arising from the former T.J. Barratt Trust, which was

transferred to the Hampstead Heath Trust Fund in November 2011, of £22,990 (2018/19: £22,672).

Should the actual income earned in any specific year, added to the surpluses from previous years, be less than the contribution based on the funds from the original endowment, then the lower sum is attributed. The Finance Committee may decide that an allocation is to be made from the permanent endowment reserves of the Trust Fund. This is within the terms of the Transfer Order for the original endowment. The contribution of £1,285,109 for 2019/20 from the permanent endowment was met entirely from net income and no further allocation from the permanent endowment reserves was required.

Principal Risks and Uncertainties

The charity is committed to a programme of risk management as an element of its strategy to preserve the charity's assets. In order to embed sound practice the senior leadership team ensures that risk management policies are applied, that there is an on-going review of activity and that appropriate advice and support is provided. A key risk register has been prepared for the charity, which has been reviewed by the Trustee. This identifies the potential impact of key risks and the measures which are in place to mitigate such risks.

The principal risks faced by the charity, and actions taken to manage them are as follows:

Risks which are specific to Hampstead Heath:

| Risk | Actions to manage risks |
|---|---|
| Impact of housing and population and transport increase | <ul style="list-style-type: none"> • Maintain a close partnership with Planning Authorities. • Review local planning applications which may impact on the Open Spaces. • Respond to consultation on local plans to help influence the content of the documents. |
| Plant and Tree Disease | <ul style="list-style-type: none"> • Sourcing of plants / trees through approved suppliers. • Trained arboricultural contractors carrying out spraying and nest removal of Oak Processionary Moth. • Continue to monitor pest and tree disease across the charity. |
| Ensuring the Health and Safety of staff, contractors, visitors and volunteers | <ul style="list-style-type: none"> • Annual Health & Safety site Audits with peer review. • Hold local Health & Safety meetings. Staff updated in toolbox / team talks. • Online e-learning and training sessions undertaken by staff e.g. Mental Health Awareness, Fire Safety. |

| Risk | Actions to manage risks |
|--|--|
| Extreme Weather Events | <ul style="list-style-type: none"> • Alerts issued to staff via Met Office. • Trigger Event Policy embedded into way of working. • Review process 6 monthly or following an extreme weather event. |
| Hampstead Heath Water bodies including Bathing Ponds | <ul style="list-style-type: none"> • Training for lifeguards. • Safety equipment accessible at ponds and regular checks undertaken and defects reported for repair or replacement. • Appropriate signage at ponds is regularly checked and defects reported for repair or replacement. |
| Impact of Covid-19 on income generation and financial management | <ul style="list-style-type: none"> • Working closely with Chamberlain to monitor budget lines and keep them informed as financial situation develops. • Predictions on loss of income being worked up to aid longer term decision making, including rental, sports provision, catering and retail. |
| Impact of Covid-19 on health and safety of visitors and staff | <ul style="list-style-type: none"> • Public health and safety works continues. • Staff are working an emergency roster. Staff deliver the four 'Es' and are working in partnership with other Local Authority officers and the MPS delivering Covid-19 advice. • Staff continue to carry out weekly health and safety checks and these are recorded. • Risk Assessments and Safe Systems of Work have been reviewed and shared with staff across the Division. Staff have access to PPE including masks, gloves and cleaning materials. Signage and social media is being used effectively to promote Covid-19 guidance and regulations. |
| Covid-19 impact on care and husbandry of animals | <ul style="list-style-type: none"> • Livestock work continues. • Staff are working an emergency roster. • Animal welfare is being maintained daily. Contact with IZVG is maintained and visits / inspections carried out observing social distancing. • Access to local vets is available. • Food, bedding, etc is available through existing suppliers. |

Risks which are specific to Hampstead Heath Trust Fund:

| Risk | Actions to manage risks |
|---|--|
| Decline in incoming resources | <ul style="list-style-type: none"> • Implementing strict controls. • The charity's funds are invested by a professional fund manager. • The Financial Investment Board regularly monitors the performance of this fund manager. |
| Where the Trustee has a conflict of interest | <ul style="list-style-type: none"> • Those concerned having a specific understanding of trust law. • Adopting the protocol for disclosing any potential conflict. |
| Losing directly employed staff and/or the support staff | <ul style="list-style-type: none"> • Documenting systems, plans and projects • Having any necessary training programmes |

TRUSTEE RESPONSIBILITIES

The Trustee is responsible for preparing the Annual Report and the financial statements in accordance with applicable law and regulations.

Charity law requires the Trustee to prepare financial statements for each financial year in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under charity law the Trustee must not approve the financial statements unless the Trustee is satisfied that they give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charity for that period. In preparing these financial statements, the Trustee is required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Trustee is responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable the Trustee to ensure that the financial statements comply with the Charities Act 2011. The Trustee is also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the Trustee is aware:

- there is no relevant audit information of which the charity's auditors are unaware; and
- the Trustee has taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

Financial statements are published on the Trustee's website in accordance with legislation in the United Kingdom governing the preparation and dissemination of financial statements, which may vary from legislation in other jurisdictions. The maintenance and integrity of the Trustee's website is the responsibility of the Trustee. The Trustee's responsibility also extends to the ongoing integrity of the financial statements contained therein.

Adopted and signed for on behalf of the Trustee.

Jeremy Paul Mayhew MA MBA
Chairman of Finance Committee of
The City of London Corporation
Guildhall, London
10 November 2020

Jamie Ingham Clark FCA, Deputy
Chairman of Finance Committee
of The City of London Corporation

INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF HAMPSTEAD HEATH

Opinion

We have audited the financial statements of Hampstead Heath (the charity) for the year ended 31 March 2020, which comprise the statement of financial activities, the balance sheet and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2020 and of its incoming resources and application of resources for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the Charity in accordance with the ethical requirements relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions related to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the Trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the Charity's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The other information comprises the information included in the Annual Report, other than the financial statements and our auditor's report thereon. The Trustees are responsible for the other information.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities Act 2011 requires us to report to you if, in our opinion;

- the information contained in the financial statements is inconsistent in any material respect with the Trustee's Annual Report; or
- adequate accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of Trustees

As explained more fully in the Trustee's responsibilities statement, the Trustee is responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustee determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Trustee is responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustee either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located at the Financial Reporting Council's ("FRC's") website at:

<https://www.frc.org.uk/auditorsresponsibilities>

This description forms part of our auditor's report.

Use of our report

This report is made solely to the charity's Trustee, as a body, in accordance with the Charities Act 2011. Our audit work has been undertaken so that we might state to the charity's Trustee those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's Trustee as a body, for our audit work, for this report, or for the opinions we have formed.

BDO LLP

BDO LLP, statutory auditor
London

28 January 2021

BDO LLP is eligible for appointment as auditor of the charity by virtue of its eligibility for appointment as auditor of a company under section 1212 of the Companies Act 2006.

BDO LLP is a limited liability partnership registered in England and Wales (with registered number OC305127).

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 MARCH 2020

| | Notes | Unrestricted Funds £ | Restricted Funds £ | Endowment Funds £ | 2019/20 Total Funds £ | 2018/19 Total Funds £ |
|---------------------------------------|-------|-------------------------|-----------------------|----------------------|-----------------------------|-----------------------------|
| Income and endowments from: | | | | | | |
| Voluntary activities | 2 | 7,255 | - | - | 7,255 | 41,957 |
| Charitable activities | 3 | 1,896,810 | - | - | 1,896,810 | 1,784,571 |
| Grant from City of London Corporation | 4 | 6,229,684 | - | - | 6,229,684 | 6,318,210 |
| Investments | 5 | 1,494,596 | - | - | 1,494,596 | 1,525,654 |
| Total income and endowments | | 9,628,345 | - | - | 9,628,345 | 9,670,392 |
| Expenditure on: | | | | | | |
| Raising funds | 6 | 209,487 | - | - | 209,487 | 200,161 |
| Charitable activities: | | | | | | |
| Preservation of Hampstead Heath | 6 | 9,641,825 | - | - | 9,641,825 | 9,422,418 |
| Total expenditure | | 9,851,312 | - | - | 9,851,312 | 9,622,579 |
| Net losses on investments | 11 | - | - | (6,297,390) | (6,297,390) | (168,194) |
| Net expenditure | | (222,967) | - | (6,297,390) | (6,520,357) | (120,381) |
| Transfers between funds | 15 | - | - | - | - | - |
| Net movement in funds | | (222,967) | - | (6,297,390) | (6,520,357) | (120,381) |
| Reconciliation of funds: | | | | | | |
| Total funds brought forward | 15 | 19,843,112 | 2,233 | 32,541,395 | 52,386,740 | 52,507,121 |
| Total funds carried forward | 15 | 19,620,145 | 2,233 | 26,244,005 | 45,866,383 | 52,386,740 |

All of the above results are derived from continuing activities.

There were no other recognised gains and losses other than those shown above.

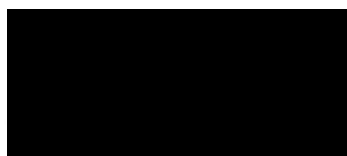
The notes on pages 22 to 39 form part of these financial statements.

CONSOLIDATED BALANCE SHEET**AS AT 31 MARCH 2020**

| | Notes | 2020 Total £ | 2019 Total £ |
|---|-------|--------------------|--------------------|
| Fixed assets: | | | |
| Tangible assets | 10 | 19,449,993 | 19,672,960 |
| Fixed asset investments | 11 | 26,012,892 | 32,148,008 |
| Total fixed assets | | 45,462,885 | 51,820,968 |
| Current assets | | | |
| Debtors | 12 | 439,566 | 541,505 |
| Investments | 11 | 404,233 | 566,507 |
| Cash at bank and in hand | | 597,649 | 653,519 |
| Total current assets | | 1,441,448 | 1,761,531 |
| Creditors: Amounts falling due within one year | 13 | (1,037,950) | (1,195,759) |
| Net current assets | | 403,498 | 565,772 |
| Total assets less current liabilities | | 45,866,383 | 52,386,740 |
| The funds of the charity: | | | |
| Endowment funds | 15 | 26,244,005 | 32,541,395 |
| Restricted income funds | 15 | 2,233 | 2,233 |
| Unrestricted income funds | 15 | 19,620,145 | 19,843,112 |
| Total funds | | 45,866,383 | 52,386,740 |

The notes on pages 22 to 38 form part of these financial statements

Approved and signed on behalf of the Trustee.



Dr Peter Kane

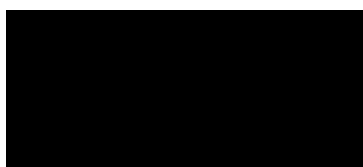
Chamberlain of London

25 January 2021

HAMPSTEAD HEATH**BALANCE SHEET****AS AT 31 MARCH 2020**

| | Notes | 2020 Total £ | 2019 Total £ |
|---|-------|--------------------|--------------------|
| Fixed assets: | | | |
| Tangible assets | 10 | 19,449,993 | 19,672,960 |
| Current assets | | | |
| Debtors | 12 | 189,989 | 163,895 |
| Cash at bank and in hand | | 420,341 | 476,211 |
| Total current assets | | 610,330 | 640,106 |
| Creditors: Amounts falling due within one year | 13 | (604,766) | (634,542) |
| Net current assets | | 5,564 | 5,564 |
| Total assets less current liabilities | | 19,455,557 | 19,678,524 |
| The funds of the charity: | | | |
| Restricted income funds | 15 | 2,233 | 2,233 |
| Unrestricted income funds | 15 | 19,453,324 | 19,676,291 |
| Total funds | | 19,455,557 | 19,678,524 |

Approved and signed on behalf of the Trustee.



Dr Peter Kane

Chamberlain of London

25 January 2021

NOTES TO THE FINANCIAL STATEMENTS

1. ACCOUNTING POLICIES

The following accounting policies have been applied consistently in dealing with items that are considered material in relation to the financial statements of the charity.

(a) Basis of preparation

The financial statements of the charity, which is a public benefit entity under FRS102, have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice (SORP) Accounting and Reporting by Charities, published in 2015, Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (FRS 102) (2nd Edition) and the Charities Act 2011.

(b) Group Financial Statements

The consolidated financial statements for the Hampstead Heath Group comprise Hampstead Heath and the Hampstead Heath Trust Fund. The consolidation is produced on a line by line basis. Separate financial statements are also produced for the Hampstead Heath Trust Fund, which is a subsidiary of Hampstead Heath. This was established by the Local Government Reorganisation (Hampstead Heath) Order 1989, with an endowment valued at £15 million at that time, the purpose of which was to contribute to the running costs of the Heath.

(c) Going concern

The financial statements have been prepared on a going concern basis as the Trustee considers that there are no material uncertainties about the charity's ability to continue as a going concern. The governing documents place an obligation on the City of London Corporation to preserve the open spaces for the benefit of the public. Funding is provided from the City of London Corporation's City's Cash. On an annual basis, a medium-term financial forecast is prepared for City's Cash. The latest forecast anticipates that adequate funds will be available in the next five years to enable the charity to continue to fulfil its obligations.

In making this assessment, the Trustee has considered the potential impact of the Covid-19 pandemic on the future income levels and the liquidity of the charity over the next 12-month period. The charity has undergone a revised forecasting exercise to help provide assurances that it can continue to keep operating over the next 12-month period. The Hampstead Heath Trust charity only spends the income that is generated from its investments, so maintaining its capital base. Due regard is given to the protection of the endowment funds when determining the level of contribution to the running costs of Hampstead Heath. The latest forecast anticipates that adequate funds will be available in the next five years to enable the charity to continue to fulfil its obligations. For these reasons, the Trustee continues to adopt a going concern basis for the preparation of the financial statements.

(d) Key management judgements and assumptions

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the application of policies and reported amounts of assets and liabilities, income and expenditure. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances, the result of which form the basis of decisions about carrying values of assets and liabilities that are not readily apparent from other sources. The resulting accounting estimates will, by definition, seldom equal the related actual results.

Estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised and in any future periods affected. Management do not consider there to be any material revisions requiring disclosure.

In preparing the financial statements, management has made the following key judgements: useful economic life of fixed assets and the recovery of debts.

(e) Statement of Cash Flows

The charity has taken advantage of the exemption in FRS102 (paragraph 1.12b) from the requirement to produce a statement of cash flows on the grounds that it is a qualifying entity.

A Statement of Cash Flows is included within the City's Cash Annual Report and Financial Statements 2020 which is publicly available at www.cityoflondon.gov.uk.

(f) Income

All income is included in the Statements of Financial Activities (SOFA) when the charity is legally entitled to the income; it is more likely than not that economic benefit associated with the transaction will come to the charity and the amount can be quantified with reasonable certainty. Income consists of donations, charges for use of facilities, contributions, grants, investment income, interest, sales and rental income.

The City of London Corporation's City's Cash meets the deficit on running expenses of the charity and also provides funding for certain capital works. This income is recognised in the SOFA when it is due from City's Cash.

(g) Expenditure

Expenditure is accounted for on an accruals basis and has been classified under the principal categories of 'expenditure on raising funds' and 'expenditure on charitable activities'. Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required, and the amount of the obligation can be measured reliably.

Governance costs include the costs of governance arrangements which relate to the general running of the charity as opposed to the direct management of functions inherent in the activities undertaken. These include the costs associated with constitutional and statutory requirements such as the cost of Trustee meetings.

Support costs (including governance costs) include activities undertaken by the City Corporation on behalf of the charity, such as human resources, digital services, legal support, accounting services, committee administration, public relations and premises costs. The basis of the cost allocation is set out in note 7.

The Trustee, the City Corporation, accounts centrally for all payroll related deductions. As a result, the charity accounts for all such sums due as having been paid.

(h) Foreign currencies

Transactions in foreign currencies are recorded at the rate of exchange ruling at the date of the transaction. Monetary assets and liabilities denominated in foreign currencies are valued at the year-end rate exchange. All gains or losses on translation are taken to Statement of Financial Activities in the year in which they occur.

(i) Pension costs

Staff are employed by the City of London Corporation and are eligible to contribute to the City of London Local Government Pension Fund, which is a funded defined benefit scheme. The estimated net deficit on the Fund is the responsibility of the City of London Corporation as a whole, as one employer, rather than the specific responsibility of any of its three main funds (City Fund, City's Cash and Bridge House Estates) or the trusts it supports.

The Fund's estimated net liability has been determined by independent actuaries in accordance with FRS102 as £630.4m as at 31 March 2020 (£608.6m as at 31 March 2019). Since any net deficit is apportioned between the financial statements of the City of London's three main funds, the charity's Trustee does not anticipate that any of the liability will fall on the charity. The charity is unable to identify its share of the pension scheme assets and liabilities and therefore the Pension Fund is accounted for as a defined contribution scheme in these financial statements.

Barnett Waddingham, an independent actuary, carried out the latest triennial actuarial assessment of the scheme as at 31 March 2019, using the projected unit method. The actuary will carry out the next assessment of the scheme as at 31 March 2022, which will set contributions for the period from 1 April 2022 to 31 March 2024. Contribution rates adopted for the financial years 2017/18, 2018/19 and 2019/20 have been set at 21% (2016/17: 17.5%).

(j) Taxation

The charity meets the definition of a charitable trust for UK income tax purposes, as set out in Paragraph 1 Schedule 6 of the Finance Act 2010. Accordingly, the charity is exempt from UK taxation in respect of income or capital gains under part 10 of the Income Tax Act 2007 or section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

(k) Fixed Assets

Heritage Land and Associated Buildings

Hampstead Heath comprises 275 hectares (680 acres) of land located in the London Boroughs of Camden and Barnet, together with associated buildings. The object of the

charity is the preservation of the Heath at Hampstead in perpetuity as an open space for the recreation and enjoyment of the public. Hampstead Heath is considered to be inalienable (i.e. may not be disposed of without specific statutory powers).

Land and the original associated buildings acquired prior to 1 April 2009 are considered to be heritage assets. In respect of the original land and buildings, cost or valuation amounts are not included in these financial statements as reliable cost information is not available and a significant cost would be involved in the reconstruction of past accounting records, or in the valuation, which would be onerous compared to the benefit to the users of these accounts

Additions to the original land and capital expenditure on buildings and other assets would be included as fixed assets at historic cost, less provision for depreciation and any impairment, where this cost can be reliably measured.

Tangible fixed assets

Assets that are capable of being used for more than one year and have a cost greater than £50,000 are capitalised. Such assets are stated at cost less accumulated depreciation and accumulated impairment losses. Depreciation is charged from the year following that of acquisition, on a straight-line basis, in order to write off each asset over its estimated useful life as follows. Land is not depreciated.

| | Years |
|--|-----------|
| Operational buildings | 30 to 50 |
| Improvements and refurbishments to buildings | up to 30 |
| Equipment | 5 to 25 |
| Infrastructure | up to 20* |

With the exception of certain ponds infrastructure (such as sheet piling and foundation slabs) whose useful life has been determined at 120 years.

(l) Investments

Investments are made in the City of London Charities Pool (charity number 1021138) which is an investment mechanism operating in a similar way to a unit trust. This enables the City of London Corporation to “pool” small charitable investments together and consequently obtain better returns than would be the case if investments were made individually.

Investments were previously valued at mid-price. To ensure compliance with FRS102, bid-price is now used. The difference in valuation as a result in the year is considered immaterial. Gains and losses for the year on investments held as fixed assets are included in the Statement of Financial Activities.

(m) Stocks

Stocks are valued at the lower of cost or net realisable value. All stocks are finished goods and are held for resale as part of the charity operation.

(n) Funds structure

Income, expenditure and gains/losses are allocated to particular funds according to their purpose:

Permanent endowment fund – this fund consists of funds which are held in perpetuity for the benefit of the charity as a result of conditions imposed by the original donors and trusts. Income generated from the investments which represent these funds can be spent on the charitable purpose of the charity, hence is allocated to the unrestricted income fund. Gains/losses on the underlying assets remain as part of the endowment.

Expendable endowment fund – the purpose of this fund is to provide net income to be used towards the running costs of the Heath, transferred from the former T J Barratt bequest in December 2011 (see note 15).

Restricted funds – these include income that is subject to specific restrictions imposed by donors, with related expenditure deducted when incurred.

Unrestricted income funds – these funds can be used in accordance with the charitable object at the discretion of the Trustee and include both income generated by assets representing unrestricted funds. Specifically, this represents any surplus of income over expenditure of the Trust distributed annually towards the running costs of the Heath.

Designated funds – these are funds set aside by the Trustee out of unrestricted funds for a specific purpose.

(o) Insurance

The charity, elected Members and staff supporting the charity's administration are covered by the City Corporation's insurance liability policies, and otherwise under the indemnity the City Corporation provides to Members and staff, funded from City's Cash.

2. INCOME FROM VOLUNTARY ACTIVITIES

| | Unrestricted funds £ | Restricted funds £ | Total 2019/20 £ | Unrestricted funds £ | Restricted funds £ | Total 2018/19 £ |
|------------------------|----------------------------|--------------------------|--------------------------------|----------------------------|--------------------------|-----------------------|
| Grants | - | - | - | - | 36,850 | 36,850 |
| Donations and legacies | 7,255 | - | 7,255 | 5,107 | - | 5,107 |
| Total | 7,255 | - | 7,255 | 5,107 | 36,850 | 41,957 |

3. INCOME FROM CHARITABLE ACTIVITIES

| | Unrestricted funds 2019/20 £ | Unrestricted funds 2018/19 £ |
|-------------------------------|---------------------------------------|---------------------------------------|
| Charges for use of facilities | 1,624,310 | 1,468,832 |
| Sales | 40,337 | 30,156 |
| Rental income | 232,163 | 285,583 |
| Total | 1,896,810 | 1,784,571 |

4. INCOME FROM THE CITY OF LONDON CORPORATION

| | Unrestricted funds 2019/20 £ | Unrestricted funds 2018/19 £ |
|--|---------------------------------------|---------------------------------------|
| Revenue and capital grants from City of London Corporation | 6,229,684 | 6,318,210 |
| Total | 6,229,684 | 6,318,210 |

5. INCOME FROM INVESTMENTS

| | Unrestricted funds £ | Endowment funds | Total 2019/20 £ | Unrestricted income funds £ | Total 2018/19 £ |
|-------------------|----------------------------|--------------------|-----------------------|-----------------------------------|-----------------------|
| Investment income | 1,494,147 | | 1,494,147 | 1,523,943 | 1,523,943 |
| Interest | 449 | - | 449 | 1,711 | 1,711 |
| Total | 1,494,596 | - | 1,494,596 | 1,525,654 | 1,525,654 |

Income for the year included:

Donations – being amount received from the public at the ponds for the diary and paddling pool.

Charitable activities – being amounts generated from the sales of leaflets, books, maps cards and other publications relating to Hampstead Heath; charges made to the public for the use of facilities, admissions and services and from rental income.

Grants from the City of London Corporation – being the amount received from the City of London Corporation's City's Cash to meet the deficit on running expenses of the charity, alongside funding for capital purchases.

Investment income – being the amount received from the Charities Pool and interest receivable on cash balances held on behalf of the Trust.

6. EXPENDITURE

Expenditure on raising funds

| | Direct costs £ | Support costs £ | Total 2019/20 £ | Direct costs £ | Support costs £ | Total 2018/19 £ |
|----------------------------|-------------------|--------------------|-----------------------|-------------------|--------------------|-----------------------|
| Investment management fees | 207,344 | - | 207,344 | 194,449 | - | 194,449 |
| Interest payable | - | 2,143 | 2,143 | - | 5,712 | 5,712 |
| Total | 207,344 | 2,143 | 209,487 | 194,449 | 5,712 | 200,161 |

Expenditure on charitable activities

| | Direct costs £ | Support costs £ | Total 2019/20 £ | Direct costs £ | Support costs £ | Total 2018/19 £ |
|---------------------------------|-------------------|--------------------|-----------------------|-------------------|--------------------|-----------------------|
| Preservation of Hampstead Heath | 8,368,775 | 1,273,050 | 9,641,825 | 8,113,290 | 1,309,128 | 9,422,418 |
| Total | 8,368,775 | 1,273,050 | 9,641,825 | 8,113,290 | 1,309,128 | 9,422,418 |

Charitable activity

Expenditure on the charitable activities includes labour, premises costs, equipment, materials and other supplies and services incurred in the running of Hampstead Heath.

Auditor's remuneration and fees for other services

BDO are the auditors of the City of London's City's Cash Fund and all of the different charities of which it is Trustee. The City of London Corporation charges the audit fee to its City's Cash Fund and does not attempt to apportion the audit fee between all of the different charities. No other services were provided to the charity by its auditors during the year (2018/19: nil).

7. SUPPORT COSTS

Support costs include activities undertaken by the City of London Corporation on behalf of the Charity, such as human resources, digital services, legal support, accounting services, committee administration and premises costs. Such costs are determined on a departmental basis, and are allocated on a cost recovery basis to the charity based on time spent, with associated office accommodation charged proportionately to the space occupied by the respective activities, with the split of costs as follows:

| | Charitable activities £ | Governance £ | 2019/20 £ | 2018/19 £ |
|----------------------------------|-------------------------------|-----------------|------------------|--------------|
| Department: | | | | Restated |
| Chamberlain | 137,828 | - | 137,828 | 146,541 |
| Comptroller & City Solicitor | - | - | - | 83,748 |
| Town Clerk | - | 242,869 | 242,869 | 196,869 |
| City Surveyor | 369,277 | - | 369,277 | 390,025 |
| Open Spaces directorate | 178,413 | - | 178,413 | 116,695 |
| Other governance & support costs | 86,648 | - | 86,648 | 85,901 |
| Digital Services | 258,015 | - | 258,015 | 289,349 |
| Sub-total | 1,030,181 | 242,869 | 1,273,050 | 1,309,128 |
| Reallocation of governance costs | 242,869 | (242,869) | - | - |
| Total | 1,273,050 | - | 1,273,050 | 1,309,128 |

All support costs are undertaken from unrestricted funds. Governance costs are allocated based on a proportion of officer time spent on the administration of Trustee and Committee related meetings.

During the year a reanalysis of costs was undertaken between Town Clerks, Chamberlains and Governance costs. The reanalysed costs are included in the table above, with a restatement of costs for the previous year in the table below.

Support costs restated

| | Charitable activities £ | Governance £ | 2018/19 £ | 2017/18 £ |
|----------------------------------|-------------------------------|-----------------|------------------|--------------|
| Department: | | | | |
| Chamberlain | 146,541 | - | 146,541 | 144,035 |
| Comptroller & City Solicitor | 83,748 | - | 83,748 | 85,889 |
| Town Clerk | - | 196,869 | 196,869 | 221,239 |
| City Surveyor | 390,025 | - | 390,025 | 331,566 |
| Open Spaces directorate | 116,695 | - | 116,695 | 110,598 |
| Other governance & support costs | 85,901 | - | 85,901 | 81,385 |
| Digital Services | 289,349 | - | 289,349 | 278,262 |
| Sub-total | 1,112,259 | 196,869 | 1,309,128 | 1,252,974 |
| Reallocation of governance costs | 196,869 | (196,869) | - | - |
| Total | 1,309,128 | - | 1,309,128 | 1,252,974 |

8. DETAILS OF STAFF COSTS

All staff that work on behalf of the charity are employed by the City Corporation. The average number of people directly undertaking activities on behalf of the charity during the year was 98 (2018/19: 99).

Amounts paid in respect of employees directly undertaking activities on behalf of the charity were as follows:

| | 2019/20 | 2018/19 |
|--------------------------------------|------------------|-----------|
| | £ | £ |
| Salaries and wages | 3,787,348 | 3,717,519 |
| National Insurance costs | 371,744 | 365,551 |
| Employer's pension contributions | 672,405 | 666,824 |
| Total emoluments of employees | 4,831,497 | 4,749,894 |

The number of directly charged employees whose emoluments (excluding employer's pension contribution and national insurance contribution) for the year were over £60,000 was 2.0 (2018/19: 2.0).

| | 2019/20 | 2018/19 |
|-------------------|----------------|---------|
| £60,000 - £69,999 | 2.0 | 2.0 |
| | 2.0 | 2.0 |

Remuneration of Key Management Personnel

The charity considers its key management personnel to comprise the Members of the City of London Corporation, acting collectively for the City Corporation in its capacity as the Trustee, and the Director of Open Spaces who manages the seven open spaces funded by the City of London Corporation. A proportion of the Directors' employment benefits are allocated to this charity.

Support is also provided by other chief officers and their departments from across the City of London Corporation, including the Town Clerk and Chief Executive, Chamberlain, Comptroller and City Solicitor and City Surveyor.

The amount of employee benefits received by key management personnel totalled £32,724 (2018/19: £32,509). No members received any remuneration, with directly incurred expenses reimbursed, if claimed. No expenses were claimed in 2019/20 (2018/19: £nil).

9. HERITAGE ASSETS

Since 1880 the primary purpose of the charity has been the preservation of Hampstead Heath for the recreation and enjoyment of the public. As set out in Note 1(k), the original heritage land and buildings are not recognised in the Financial Statements. Policies for the preservation and management of Hampstead Heath are contained in the Hampstead Heath Management Plan 2011. Records of heritage assets owned and maintained by Hampstead Heath can be obtained from the Director of Open Spaces at the principal address as stated on page 39.

10. TANGIBLE FIXED ASSETS

| | Land and Buildings £ | Infrastructure £ | Equipment (WIP) £ | Equipment £ | Total £ |
|-------------------------|----------------------------|---------------------|-------------------------|----------------|-------------------|
| Cost | | | | | |
| At 1 April 2019 | 1,154,101 | 19,558,712 | 15,812 | 272,479 | 21,001,104 |
| At 31 March 2020 | 1,154,101 | 19,558,712 | 15,812 | 272,479 | 21,001,104 |
| Depreciation | | | | | |
| At 1 April 2019 | 127,388 | 1,035,063 | - | 165,693 | 1,328,144 |
| Charge for the year | 26,459 | 177,124 | - | 19,384 | 222,967 |
| Disposals | - | - | - | - | - |
| At 31 March 2020 | 153,847 | 1,212,187 | - | 185,077 | 1,551,111 |
| Net book value | | | | | |
| At 31 March 2020 | 1,000,254 | 18,346,525 | 15,812 | 87,402 | 19,449,993 |
| At 31 March 2019 | 1,026,713 | 18,523,649 | 15,812 | 106,786 | 19,672,960 |

11. FIXED ASSET INVESTMENTS

The investments are held within both the Hampstead Heath Trust segregated portfolio and the City of London Corporation Charities Pool, a charity registered in the UK with the Charity Commission (charity number: 1021138). The Charities Pool is a UK registered unit trust.

The value of investments held by the charity are as follows:

| | 2020 | 2019 |
|--------------------------------------|-------------------|-------------|
| | £ | £ |
| Market value 1 April | 32,148,008 | 32,690,842 |
| Additions | 7,394,653 | 9,229,591 |
| Disposals | (7,232,379) | (9,604,231) |
| Loss for the year | (6,297,390) | (168,194) |
| Market value 31 March | 26,012,892 | 32,148,008 |
| Cash held by fund managers | 404,233 | 566,507 |
| Total investments at 31 March | 26,417,125 | 32,714,515 |
| Cost 31 March | 30,284,595 | 29,948,602 |

Total investments as at 31 March are analysed between long term and short-term investments as follows:

| | 2020 | 2019 |
|----------------------------|-------------------|------------|
| | £ | £ |
| Long term | 26,012,892 | 32,148,008 |
| Cash held by fund managers | 404,233 | 566,507 |

The geographical spread of listed investments as at 31 March was as follows:

| | Held in the UK £ | Held outside the UK £ | Total at 31 March 2020 £ | Held in the UK £ | Held outside the UK £ | Total at 31 March 2019 £ |
|---------------------------|------------------------|-----------------------------|---|------------------------|-----------------------------|--------------------------------|
| Fixed interest securities | - | - | - | - | - | - |
| Unit trusts | 1,963,403 | - | 1,963,403 | 2,336,517 | - | 2,336,517 |
| Equities | 21,158,443 | 2,891,046 | 24,049,489 | 25,911,456 | 3,900,035 | 29,811,491 |
| Cash held by fund manager | 404,233 | - | 404,233 | 566,507 | - | 566,507 |
| Total | 23,526,079 | 2,891,046 | 26,417,125 | 28,814,480 | 3,900,035 | 32,714,515 |

12. DEBTORS – AMOUNTS DUE WITHIN ONE YEAR

| Hampstead Heath consolidated | 2020 | 2019 |
|-------------------------------------|----------------|---------|
| | £ | £ |
| Rental debtors | 35,667 | 13,859 |
| Prepayments and accrued income | 41,856 | 46,416 |
| Recoverable VAT | 103,753 | 93,147 |
| Other debtors | 258,290 | 388,083 |
| Total | 439,566 | 541,505 |

Other debtors consist of sundry debtors of £16,084 (2018/19: £17,374) and dividends of £242,206 receivable from the fund manager (£370,709). 2018/19 other debtors included a Carbon Reduction Commitment allowance of £6,957.

| Hampstead Heath | 2020 | 2019 |
|--------------------------------|----------------|-------------|
| | £ | £ |
| Rental debtors | 35,667 | 13,859 |
| Prepayments and accrued income | 41,856 | 46,416 |
| Recoverable VAT | 103,753 | 93,147 |
| Other debtors | 8,713 | 10,473 |
| Total | 189,989 | 163,895 |

Other debtors comprised of sundry debtors.

13. CREDITORS – AMOUNTS DUE WITHIN ONE YEAR

| Hampstead Heath consolidated | 2020 | 2019 |
|-------------------------------------|------------------|-------------|
| | £ | £ |
| Bank overdraft | 395,160 | 523,848 |
| Trade creditors | 140,527 | 211,764 |
| Accruals | 239,884 | 262,282 |
| Deferred income | 54,459 | 49,916 |
| Rent deposits | 51,925 | 51,925 |
| Other creditors | 155,995 | 96,024 |
| Total | 1,037,950 | 1,195,759 |

| | 2020 | 2019 |
|---|---------------|-------------|
| | £ | £ |
| Deferred income analysis within creditors: | | |
| Balance at 1 April | 49,916 | 31,910 |
| Amounts released to income | (49,916) | (31,910) |
| Amounts deferred in the year | 54,459 | 49,916 |
| Balance at 31 March | 54,459 | 49,916 |

Other creditors consist of sundry creditors.

Deferred income relates to rental income received in advance for periods after the year-end.

| Hampstead Heath | 2020 | 2019 |
|------------------------|----------------|-------------|
| | £ | £ |
| Trade creditors | 140,527 | 211,764 |
| Accruals | 239,884 | 262,282 |
| Deferred income | 54,459 | 49,916 |
| Rent deposits | 51,925 | 51,925 |
| Other creditors | 117,971 | 58,655 |
| Total | 604,766 | 634,542 |

| | 2020 | 2019 |
|---|---------------|---------------|
| | £ | £ |
| Deferred income analysis within creditors: | | |
| Balance at 1 April | 49,916 | 31,910 |
| Amounts released to income | (49,916) | (31,910) |
| Amounts deferred in the year | 54,459 | 49,916 |
| Balance at 31 March | 54,459 | 49,916 |

Other creditors consist of sundry creditors.

Deferred income relates to rental income received in advance for periods after the year-end.

14. ANALYSIS OF CONSOLIDATED NET ASSETS BY FUND

| At 31 March 2020 | Unrestricted Funds | | Restricted Funds | Endowment Funds | Total at 31 March 2020 | Total at 31 March 2019 |
|-------------------------|--------------------|-------------------|------------------|-------------------|------------------------|------------------------|
| | General Funds | Designated Funds | | | | |
| | £ | £ | | | | |
| Tangible Assets | - | 19,449,993 | - | - | 19,449,993 | 19,672,960 |
| Fixed Asset Investments | - | - | - | 26,012,892 | 26,012,892 | 32,148,008 |
| Current Assets | 771,587 | 3,331 | 2,233 | 664,297 | 1,441,448 | 1,761,531 |
| Current Liabilities | (604,766) | - | - | (433,184) | (1,037,950) | (1,195,759) |
| Total | 166,821 | 19,453,324 | 2,233 | 26,244,005 | 45,866,383 | 52,386,740 |

| At 31 March 2019 | Unrestricted Funds | | Restricted Funds | Endowment Funds | Total at 31 March 2019 | Total at 31 March 2018 |
|-------------------------|--------------------|-------------------|------------------|-------------------|------------------------|------------------------|
| | General Funds | Designated Funds | | | | |
| | £ | £ | | | | |
| Tangible Assets | - | 19,672,960 | - | - | 19,672,960 | 19,747,146 |
| Fixed Asset Investments | - | - | - | 32,148,008 | 32,148,008 | 32,690,842 |
| Current Assets | 801,363 | 3,331 | 2,233 | 954,604 | 1,761,531 | 1,128,278 |
| Current Liabilities | (634,542) | - | - | (561,217) | (1,195,759) | (1,059,145) |
| Total | 166,821 | 19,676,291 | 2,233 | 32,541,395 | 52,386,740 | 52,507,121 |

Expendable endowment movements 2011-2020

| At 31 March 2020 | Unrestricted Funds | | | | |
|------------------|--------------------|----------------------------|---------------------|---------|----------------------|
| | Balance at 1 April | Revaluation of investments | Balance at 31 March | Cash | Expendable endowment |
| | £ | £ | £ | £ | £ |
| Opening | 393,461 | 8,497 | 401,958 | 177,308 | 579,266 |
| 2011-2012 | 401,958 | 11,764 | 413,722 | 177,308 | 591,030 |
| 2012-2013 | 413,722 | 58,823 | 472,545 | 177,308 | 649,853 |
| 2013-2014 | 472,545 | 34,640 | 507,185 | 177,308 | 684,493 |
| 2014-2015 | 507,185 | 32,680 | 539,865 | 177,308 | 717,173 |
| 2015-2016 | 539,865 | (30,719) | 509,146 | 177,308 | 686,454 |
| 2016-2017 | 509,146 | 60,784 | 569,930 | 177,308 | 747,238 |
| 2017-2018 | 569,930 | 5,229 | 575,159 | 177,308 | 752,467 |
| 2018-2019 | 575,159 | (5,229) | 569,930 | 177,308 | 747,238 |
| 2019-2020 | 569,930 | (106,075) | 463,855 | 177,308 | 641,163 |

Hampstead Heath

| At 31 March 2020 | Unrestricted Funds | | Restricted Funds | Total at 31 March 2020 | Total at 31 March 2019 |
|---------------------|--------------------|-------------------|------------------|-------------------------------|------------------------|
| | General Funds | Designated Funds | | | |
| | £ | £ | | | |
| Tangible Assets | - | 19,449,993 | - | 19,449,993 | 19,672,960 |
| Current Assets | 604,766 | 3,331 | 2,233 | 610,330 | 640,106 |
| Current Liabilities | (604,766) | - | - | (604,766) | (634,542) |
| Total | - | 19,453,324 | 2,233 | 19,455,557 | 19,678,524 |

| At 31 March 2019 | Unrestricted Funds | | Restricted Funds | Total at 31 March 2019 | Total at 31 March 2018 |
|---------------------|--------------------|-------------------|------------------|------------------------|------------------------|
| | General Funds | Designated Funds | | | |
| | £ | £ | | | |
| Tangible Assets | - | 19,672,960 | - | 19,672,960 | 19,747,146 |
| Current Assets | 634,542 | 3,331 | 2,233 | 640,106 | 474,728 |
| Current Liabilities | (634,542) | - | - | (634,542) | (424,342) |
| Total | - | 19,676,291 | 2,233 | 19,678,524 | 19,797,532 |

15. CONSOLIDATED MOVEMENT IN FUNDS**Hampstead Heath consolidated**

| At 31 March 2020 | Total as at 1 April 2019 | Income | Expenditure | Losses | Transfers | Total as at 31 March 2020 |
|---------------------------------|--------------------------|------------------|--------------------|--------------------|-----------|----------------------------------|
| | £ | £ | £ | £ | £ | £ |
| Endowment funds: | | | | | | |
| Permanent endowment funds | 31,794,157 | - | - | (6,191,315) | - | 25,602,842 |
| Expendable endowment funds | 747,238 | - | - | (106,075) | - | 641,163 |
| Total endowment funds | 32,541,395 | - | - | (6,297,390) | - | 26,244,005 |
| Restricted funds: | | | | | | |
| Parliament Hill Outdoor Gym | 2,233 | - | - | - | - | 2,233 |
| Unrestricted funds: | | | | | | |
| General funds | 166,821 | 9,628,345 | (9,628,345) | - | - | 166,821 |
| Designated funds: | | | | | | |
| Tangible fixed assets | 19,672,960 | - | (222,967) | - | - | 19,449,993 |
| Capital fund | 3,331 | - | - | - | - | 3,331 |
| Total unrestricted funds | 19,843,112 | 9,628,345 | (9,851,312) | - | - | 19,620,145 |
| Total funds | 52,386,740 | 9,628,345 | (9,851,312) | (6,297,390) | - | 45,866,383 |

| At 31 March 2019 | Total as at 1 April 2018 £ | Income £ | Expenditure £ | Losses £ | Transfers £ | Total as at 31 March 2019 £ |
|---------------------------------|----------------------------------|------------------|--------------------|------------------|------------------|-----------------------------------|
| Endowment funds: | | | | | | |
| Permanent endowment funds | 31,957,122 | 1,502,982 | (1,336,161) | (162,965) | (166,821) | 31,794,157 |
| Expendable endowment funds | 752,467 | 22,672 | (22,672) | (5,229) | - | 747,238 |
| Total endowment funds | 32,709,589 | 1,525,654 | (1,358,833) | (168,194) | (166,821) | 32,541,395 |
| Restricted funds: | | | | | | |
| Parliament Hill Outdoor Gym | 10,000 | 36,850 | (44,617) | - | - | 2,233 |
| Unrestricted funds: | | | | | | |
| General funds | - | 8,003,750 | (8,003,750) | - | 166,821 | 166,821 |
| Designated funds: | | | | | | |
| Tangible fixed assets | 19,747,146 | 104,138 | (215,379) | - | 37,055 | 19,672,960 |
| Capital fund | 40,386 | - | - | - | (37,055) | 3,331 |
| Total unrestricted funds | 19,787,532 | 8,107,888 | (8,219,129) | - | 166,821 | 19,843,112 |
| Total funds | 52,507,121 | 9,670,392 | (9,622,579) | (168,194) | - | 52,386,740 |

Prior year figures have been restated to reflect the fact that income earned from endowment funds should be received within the unrestricted funds, with subsequent expenditure also being spent against this fund. This presentation change has nil impact on the total reserves of the charity.

Purpose of the endowment funds

The permanent endowment fund is held in perpetuity as a capital fund to generate income for the activities of the charity. Before any potential gains on investments are considered, should net income be more than any year's contribution to the running costs of the Heath, then the surplus funds would be retained as unrestricted funds to be used in future years. During 2019/20 the contribution consisted of the entire net income.

The expendable endowment fund is held in perpetuity as a capital fund to generate income for the activities of the charity. Any income generated is used in accordance with the objectives of the trust. The purpose of this fund is to provide net income to be used to contribute towards the running costs of the Heath, transferred from the former T J Barratt bequest in December 2011.

Purposes of restricted funds

The restricted fund represents funds received from London Borough of Camden (Sports and Physical Activity Service) for creation of a new outdoor gym at Parliament Hill. The project was completed and it is anticipated that the balance of £2,233 will be returned to London Borough of Camden in 2020/21.

Purposes of designated funds

Designated funds have been set aside by the Trustee for the following purposes:

- i. *Fixed Assets* – these are included at historic cost less depreciation on a straight line basis to write off their costs over their estimated useful lives and less any provision for impairment. At 31 March 2020 the net book value of fixed assets relating to direct charitable purposes amounted to £19,449,993 (2018/19: £19,672,960).

- ii. *Capital Fund* - as part of an Open Spaces wide Fleet Management project a disposal exercise of redundant fleet and equipment was undertaken in 2016/17. It was agreed to use the income raised to fund energy efficiency improvement works. The installation of photovoltaic energy panels at the Lido, Hampstead Heath was completed. It is anticipated that the balance of £3,331 will be released to unrestricted income.

Hampstead Heath movement in funds

| At 31 March 2020 | Total as at 1 April 2019 £ | Income £ | Expenditure £ | Transfers £ | Total as at 31 March 2020 £ |
|---------------------------------|----------------------------------|------------------|--------------------|----------------|-----------------------------------|
| Restricted funds: | | | | | |
| Parliament Hill Outdoor Gym | 2,233 | - | - | - | 2,233 |
| Unrestricted funds: | | | | | |
| General funds | - | 8,133,749 | (8,133,749) | - | - |
| Designated funds: | | | | | |
| Tangible fixed assets | 19,672,960 | - | (222,967) | - | 19,449,993 |
| Capital fund | 3,331 | - | - | - | 3,331 |
| Total unrestricted funds | 19,676,291 | 8,133,749 | (8,356,716) | - | 19,453,324 |
| Total funds | 19,678,524 | 8,133,749 | (8,356,716) | - | 19,455,557 |

| At 31 March 2019 | Total as at 1 April 2018 £ | Income £ | Expenditure £ | Transfers £ | Total as at 31 March 2019 £ |
|---------------------------------|----------------------------------|------------------|--------------------|----------------|-----------------------------------|
| Restricted funds: | | | | | |
| Parliament Hill Outdoor Gym | 10,000 | 36,850 | (44,617) | - | 2,233 |
| Unrestricted funds: | | | | | |
| General funds | - | 8,003,750 | (8,003,750) | - | - |
| Designated funds: | | | | | |
| Tangible fixed assets | 19,747,146 | 104,138 | (215,379) | 37,055 | 19,672,960 |
| Capital fund | 40,386 | - | - | (37,055) | 3,331 |
| Total unrestricted funds | 19,787,532 | 8,107,888 | (8,219,129) | - | 19,676,291 |
| Total funds | 19,797,532 | 8,144,738 | (8,263,746) | - | 19,678,524 |

16. RELATED PARTY TRANSACTIONS

The City Corporation is the sole Trustee of the charity, as described on page 2. The City Corporation provides various services to the charity, the costs of which are recharged to the charity. This includes the provision of banking services, charging all transactions to the charity at cost and crediting or charging interest at a commercial rate. The cost of these services is included within expenditure, as set out in note 6.

The charity is required to disclose information on related party transactions with bodies or individuals that have the potential to control or influence the charity. Members are

required to disclose their interests, and these can be viewed online at www.cityoflondon.gov.uk.

Members and senior staff are requested to disclose all related party transactions, including instances where their close family has made such transactions.

Figures in brackets represent the amounts due at the balance sheet date. Other figures represent the value of the transactions during the year.

| Related party | Connected party | 2019/20 £ | 2018/19 £ | Detail of transaction |
|----------------------------|---|---------------------------|----------------------|---|
| City of London Corporation | The City of London Corporation is the Trustee for the charity | 6,229,684 (nil) | 6,318,210 (nil) | The City of London Corporation's City's Cash meets the deficit on running expenses of the charity |
| | | 1,273,050 (nil) | 1,309,128 (nil) | Administrative services provided for the charity |
| | | 1,494,596 (nil) | 1,525,654 (nil) | Distribution from the Charities Pool and interest receivable on cash balances |

REFERENCE AND ADMINISTRATION DETAILS

CHARITY NAME: Hampstead Heath

Registered charity number: 803392

PRINCIPAL OFFICE OF THE CHARITY & THE CITY CORPORATION:

Guildhall, London, EC2P 2EJ

TRUSTEE:

The Mayor and Commonalty & Citizens of the City of London

SENIOR MANAGEMENT:

Chief Executive

John Barradell OBE - The Town Clerk and Chief Executive of the City of London Corporation

Treasurer

Dr Peter Kane - The Chamberlain of the City of London Corporation

Solicitor

Michael Cogher - The Comptroller and City Solicitor of the City of London Corporation

Open Spaces

Colin Buttery – Director of Open Spaces

AUDITORS:

BDO LLP, 55 Baker Street, London, W1U 7EU

BANKERS:

Lloyds Bank Plc., P.O.Box 72, Bailey Drive, Gillingham Business Park, Kent ME8 0LS

INVESTMENT ADVISORS:

Artemis Investment Management Limited, Cassini House, 57 St. James's Street, London, SW1A 1LD

Contact for The Chamberlain, to request copies of governance documents & of the Annual Report of City's Cash:

PA-DeputyChamberlain@cityoflondon.gov.uk

This page is intentionally left blank

| | |
|---|--------------------------------------|
| Committee(s) | Dated: |
| Hampstead Heath, Highgate Wood & Queen's Park | 26 May 2021 |
| Subject: Highgate Wood & Queen's Park Kilburn Trustees Annual Report and Financial Statements for the Year Ended 31 March 2020 | Public |
| Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly? | 1, 2, 3, 4, 5, 8, 11 & 12 |
| Does this proposal require extra revenue and/or capital spending? | N |
| 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: The Chamberlain Director of Open Spaces | For Information |
| Report author: Beatrix Jako - Chamberlains | |

Summary

The Trustee's Annual Report and Financial Statements for the Year ended 31 March 2020 for Highgate Wood & Queen's Park Kilburn (charity registration number 232986) are presented for information in the format required by the Charity Commission.

Recommendation(s)

It is recommended that the Trustee's Annual Report and Financial Statements for the 2019/20 Financial Statements be noted.

Main Report

1. The Trustee's Annual Report and Financial Statements are presented for information, having been signed on behalf of the Trust by the Chairman and Deputy Chairman of the Finance Committee and the auditors BDO LLP. The information contained within the Annual Report and Financial Statements has already been presented to your Committee via budget report on 22 January 2020 and via outturn report on 3 June 2020.
2. Following on from a previous review of the charities for which the City is responsible, (completed in 2010), which detailed key reports that should be presented to your Committee. The Trustees Annual Report and Financial Statements was one of these reports. Information from these statements will form the Annual Return to the Charity Commission. Since this undertaking the City

Corporation has recently approved that a further comprehensive review be undertaken across all of its charities, the outcome of which will be reported to this committee in due course.

3. The Trustee's Annual Report and Financial Statements were submitted to the Charity Commission within the regulatory deadline of 31 January 2021.

Appendices

- Appendix 1 – Highgate Wood & Queen's Park Kilburn Report and Financial Statements for the year ended 31 March 2020

Beatrix Jako

Acting Senior Accountant – Chamberlain's Financial Services Division, Citizen Services

E: Beatrix.Jako@cityoflondon.gov.uk

Highgate Wood and Queen's Park Kilburn

Annual Report and Financial Statements for the
year ended 31 March 2020

Charity registration number 232986

CONTENTS

| | |
|---|----|
| Origins of the charity | 1 |
| Structure and governance | 2 |
| Achievements and performance..... | 6 |
| Financial review | 8 |
| Trustee responsibilities..... | 11 |
| Independent auditor’s report..... | 13 |
| Statement of financial activities | 16 |
| Balance sheet..... | 17 |
| Notes to the financial statements | 18 |
| Reference and administration details..... | 30 |

ORIGINS OF THE CHARITY

Queen's Park and Highgate Wood were acquired by the City of London Corporation from the Ecclesiastical Commissioners under the Highgate and Kilburn Open Spaces Act 1886 on condition that the City of London Corporation maintained them in perpetuity for the benefit of Londoners, for exercise and recreation. The Court of Chancery agreed at that time that the late William Ward's bequest should be used towards the maintenance of Queen's Park and this capital fund is still used for this purpose. From April 2002 the Superintendent of Hampstead Heath has had overall responsibility for both sites.

TRUSTEE'S ANNUAL REPORT

STRUCTURE AND GOVERNANCE

GOVERNING DOCUMENTS

The governing document is the Highgate and Kilburn Open Spaces Act 1886. The charity is constituted as a charitable trust.

GOVERNANCE ARRANGEMENTS

The Mayor and Commonalty and Citizens of the City of London (also referred to as 'the City Corporation' or 'the City of London Corporation'), a body corporate and politic, is the trustee of Highgate Wood and Queen's Park Kilburn. The City Corporation is trustee acting by the Court of Common Council of the City of London in its general corporate capacity and that executive body has delegated responsibility in respect of the administration and management of this charity to various committees and sub-committees of the Common Council, membership of which is drawn from 125 elected Members of the Common Council and external appointees to those committees. In making appointments to committees, the Court of Common Council will take into consideration any particular expertise and knowledge of the elected Members, and where relevant, external appointees. External appointments are made after due advertisement and rigorous selection to fill gaps in skills. Elected Aldermen and Members of the City of London Corporation are appointed to the Hampstead Heath, Highgate Wood and Queen's Park Committee governing Highgate Wood and Queen's Park Kilburn by the Court of Common Council of the City of London Corporation.

Members of the Court of Common Council are unpaid and are elected by the electorate of the City of London. The Key Committees which had responsibility for directly managing matters related to the charity during 2019/20 were as follows:

- **Policy and Resources Committee** – responsible for allocating resources and administering the charity.
- **Investment Committee** – responsible for the strategic oversight and monitoring of the performance of the charity's investments which are managed by three separate sub-committees, namely the Financial Investment Board, the Property Investment Board and the Social Investment Board.
- **Finance Committee** – responsible for controlling budgets, support costs and other central charges that affect the charity as a whole.
- **Audit and Risk Management Committee** – responsible for overseeing systems of internal control and making recommendations to the Finance Committee relating to the approval of the Annual Report and Financial Statements of the charity.
- **Hampstead Heath, Highgate Wood and Queens Park Committee** - responsible for the activities undertaken at Highgate wood and Queens Park Kilburn, approving budget allocations for the forthcoming year and acting as Trustee of the charity.

All of the above committees are ultimately responsible to the Court of Common Council of the City of London. Committee meetings are held in public, enabling the decision-making process to be clear, transparent and publicly accountable. Details of the membership of Committees of the City Corporation are available at www.cityoflondon.gov.uk

The charity is consolidated within City's Cash as the City of London Corporation exercises operational control over their activities. City's Cash is a fund of the City Corporation that can be traced back to the 15th century and has been built up from a combination of properties, land, bequests and transfers under statute since that time. Investments in properties, stocks and shares are managed to provide a total return that:

- Allows City's Cash to use the income for the provision of services that are of importance nationally and internationally as well as to the City and Greater London;
- Maintains the asset base so that income will be available to fund services for the benefit of future generations.

The trustee believes that good governance is fundamental to the success of the charity. A comprehensive review of governance commenced during the year and is ongoing to ensure that the charity is effective in fulfilling its objectives. Reference is being made to the good practices recommended within the Charity Governance Code throughout this review. Focus is being placed on ensuring regulatory compliance and the ongoing maintenance of an efficient and effective portfolio of charities that maximise impact for beneficiaries.

ORGANISATIONAL STRUCTURE AND DECISION-MAKING PROCESS

The charity is administered in accordance with its governing instruments and the City Corporation's own corporate governance and administration framework, including Committee Terms of Reference, Standing Orders, Financial Regulations and Officer Scheme of Delegations. These governance documents can be obtained via a request to the email address stated on page 30.

Each Member by virtue of their membership of the Court of Common Council, its relevant committees and sub-committees, has a duty to support the City Corporation in the proper exercise of its functions and in meeting its duties as trustee of the charity by faithfully acting in accordance with charity law, the Terms of Reference of the relevant committee or sub-committee, and the City of Corporation's agreed corporate governance framework as noted above, backed up by its standards regime.

INDUCTION AND TRAINING OF MEMBERS

The City Corporation makes available to its Members, seminars and briefings on various aspects of its activities, including those concerning the charity, to enable Members to carry out their duties efficiently and effectively. Induction meetings are provided on specific aspects of the work of Highgate Wood and Queen's Park Kilburn.

If suitable seminars or other training options are identified that are relevant to the charity, Members are advised of these opportunities.

OBJECTIVES AND ACTIVITIES

The objective of the charity is the maintenance and preservation in perpetuity of the open spaces known as Highgate Wood and Queen's Park Kilburn, as public parks or open spaces for use by the public for exercise and recreation.

The Trustee has due regard to the Charity Commission's public benefit when setting objectives and planning activities.

Lands were transferred to the City of London Corporation under the powers conferred by the Highgate and Kilburn Open Spaces Act 1886. The purpose of the charity is the maintenance and preservation in perpetuity by the City of London Corporation of the open spaces known as Highgate wood, Highgate and Queen's Park Kilburn as Public Parks or Open spaces, for the use by the public for exercise and recreation.

This charity is operated as a separate legal entity consolidated into the City of London Corporation's City's Cash. The City of London Corporation is committed to funding the ongoing net operational costs of the charity in accordance with the purpose, as stated above.

Investment Policy

The charity's investments are held in units of the City of London Charities Pool (registered charity 1021138). The investment policy is to provide a real increase in annual income in the long term whilst preserving the value of the capital base. The annual report and financial statements of the Charities Pool (which include an analysis of investment performance against objectives set) are available from the Chamberlain of London, at the email address stated on page 30.

Remuneration Policy

The charity's senior staff are employees of the City Corporation and, alongside all staff, pay is reviewed annually. The City Corporation is committed to attracting, recruiting and retaining skilled people and rewarding employees fairly for their contribution. As part of this commitment, staff are regularly appraised and, subject to performance, eligible for the payment of bonuses and recognition awards.

The above policy applies to staff within the charity's key management personnel, as defined within note 8 to the financial statements.

The charity is committed to equal opportunities for all employees. An Equality and Inclusion Board has been established to actively promote equality, diversity and inclusion in service delivery and employment practices. The Board is responsible for monitoring the delivery of the Equality and Inclusion Action Plan and progress against the Equality Objectives for 2016-20. This also includes addressing the City Corporation's gender pay gap.

Senior staff posts of the City Corporation are individually evaluated and assessed independently against the external market allowing each post to be allocated an individual salary range within the relevant grade, which incorporates market factors as well as corporate importance.

Fundraising

Section 162a of the Charities Act 2011 requires charities to make a statement regarding fundraising activities. The legislation defines fundraising as "soliciting or otherwise procuring money or other property for charitable purposes". Although Highgate Wood and Queen's Park Kilburn charity does not undertake widespread fundraising from the general public, any such amounts receivable are presented in the financial statements as "voluntary income" including grants.

In relation to the above we confirm that all solicitations are managed internally, without involvement of commercial participators or professional fund-raisers, or third parties. The day to day management of all income generation is delegated to the executive team, who are accountable to the trustee. The charity is not bound by any regulatory scheme and does not consider it necessary to comply with any voluntary code of practice.

The charity has received nil complaints in relation to fundraising activities in the current year (2018/19: nil). Individuals are not approached for funds, hence the charity does not consider it necessary to design specific procedures to monitor such activities.

Public benefit statement

The Trustee confirms that it has referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing Highgate Wood and Queen's Park Kilburn aims and objectives and in planning future activities. The purpose of the charity is the maintenance and preservation in perpetuity by the City of London Corporation as open spaces known as Highgate Wood and Queen's Park Kilburn for the recreation and enjoyment of the public.

Consequently, the Trustee considers that Highgate Wood and Queen's Park Kilburn operates to benefit the general public and satisfies the public benefit test.

REFERENCE AND ADMINISTRATIVE DETAILS

The administrative details of the charity are stated on page 30.

ACHIEVEMENTS AND PERFORMANCE

The key targets for 2019/20 together with their outcomes were:

The aims for 2019/20 for Highgate Wood were:

- **Tree management and health work, including disease control for OPM and Masaria**
A great deal of work has been carried out to ensure the continued health of the ancient wood. Highgate Wood has benefited from the plans developed to support the management of OPM on Hampstead Heath and is managed effectively to minimise the impact of pest and disease.
- **Review of the Highgate Wood Conservation plan.**
A comprehensive review of Highgate Wood Conservation Plan has been completed and this will inform the on-going management of the site.
- **Highgate Wood Roman Kiln Project, in partnership with Friends of Highgate Roman Kiln (FOHRK), to secure funding to return the Roman Kiln, currently located in Bruce Castle Museum, to Highgate Wood.**
A significant amount of work has taken place, which will enable an HLF bid to be developed and submitted. This work will continue as a priority project in 2020/21.

The aims for 2019/20 for Queen's Park were:

- **Further work in order to deliver improvements to the sandpit and adjacent toilet block at Queen's Park.**
Plans have been developed and work in collaboration with the City Surveyor has been taking place. Further work to secure capital funding from the city of London Corporation has taken place and will continue as a priority project for 2020/21.
- **Review of the Queen's Park Conservation Management Plan.**
A comprehensive review of Queen's Park Conservation Plan has been completed and this will inform the on-going management of the site.
- **Development of a Park Activity Plan to gain understanding of who currently visits the park and who doesn't and why; identifying barriers to access and seeking opportunities to overcome these.**
Work has been undertaken in order to gather information, an outcome of this is the development of a Friends of Queen's Park group and this will be a priority project for 2020/21.

The aims for 2019/20 for Highgate Wood and Queen's Park were:

- **Development of policies and procedures linked to the City of London (Open Spaces) Bill.**
A range of policies and procedures are in development and this will continue into 2020/21.

PLANS FOR FUTURE PERIODS

The plans for 2020/21 are:

Highgate Wood

- Highgate Wood Conservation Management Plan has been developed and informs the management of the site. The priorities identified will be incorporated into the Annual Work Programme to deliver and implement the elements identified.
- The team will work to deliver the Highgate Wood Roman Kiln Project, in partnership with Friends of Highgate Roman Kiln (FOHRK), to secure funding to return the Roman Kiln, currently located in Bruce Castle Museum, to Highgate Wood.
- Forest Schools are becoming increasingly popular and a number use Highgate Wood to operate. A licensing scheme will be developed to ensure the activities are managed sensitively, to avoid negative impacts to the site. Clear guidelines to ensure safeguarding, health and safety and clear outcomes are in place will also form part of the licencing process.

Queen's Park

- A Capital Project to carry out redevelopment of the Public Toilets adjacent to the Playground will be developed. This will include improved accessibility and sustainability.
- As part of the on-going improvements to the Children's Playground, the Sandpit will be redeveloped.
- A Friends of Queen's Park group will be developed to engage with local residents, park users and encourage participation and support for the park.
- A Woodland Walk Management Plan is planned to ensure that this valuable resource is managed effectively. Improvements will ensure that visitors are able to engage with the site and enjoy this location fully.

Prior to the end of the financial year of the charity, a global pandemic of Coronavirus began. The subsequent closure of facilities impacted upon the income streams of the charity. This is expected to impact on the future level of income available to meet the day-to-day running expenses of the charity.

The charity has undertaken a revised forecasting exercise in order to ascertain the likely impact upon finances during the next 12-month period, which enables the Trustee to confirm that the charity remains a going concern. The City of London Corporation's City's Cash fund has also undertaken the same revised forecasting exercise, which offers assurances that the charity's running costs will continue to be funded in this way. The Trustee does not consider there to be any material uncertainty around going concern and further detail regarding this is set out on page 18.

The Trustee is monitoring the situation and will continue with its management plans to preserve Highgate wood and Queens Park as an open space for the benefit of the public.

FINANCIAL REVIEW

Overview of Financial Performance

Income

In 2019/20 the charity's total income for the year was £1,511,490 an overall increase of £109,214 against the previous year (£1,402,276).

Income from Charitable Activities comprised £92,564 from fees charged (2018/19: £70,945), £65,002 from rents (2018/19: £79,886) and £nil from sales of memorial seats and trees (2018/19: £400). A busy 2019 summer caused a general increase in use of facilities on the previous year and a tenant gave notice causing a decrease in rental income.

An amount of £1,347,527 (2018/19: £1,244,748) was received from the City of London Corporation's City's Cash as a contribution towards the running costs of the charity.

Expenditure

Total expenditure for the year was £1,527,977 (2018/19: £1,418,764) all of which related to charitable activities.

Funds held

The charity's total funds held decreased by £46,882 or 13.42% to £302,435 as at 31 March 2020 (2018/19: £349,317).

The charity's designated funds consist of unrestricted income funds which the Trustee has chosen to set aside for specific purposes. Such designations are not legally binding, and the Trustee can decide to "undesignate" these funds at any time. Designations as at 31 March 2020 totalled £169,522 (2018/19: £186,009). These represent designated funds within the unrestricted income fund which represents the net book value of fixed assets held.

Details of all funds held, including their purposes, is set out within note 14 to the financial statements.

Investments performance

As at 31 March 2020, the investments held in the Charities Pool achieved a gross return of -14.78% (2018/19 +4.05%) compared to the FTSE All Share Index return of -18.45% (2018/19 +6.36%). Over three years this fund achieved a return of -2.44% (2018/19 +8.31%) compared to the FTSE All Share Index return of -4.24% (2018/19 +9.51%). Over five years, the fund achieved a return of +1.37% (2018/19 +6.77%) compared to the FTSE All Share Index return of +0.57% (2018/19 6.10%).

| Fund | 2019/20 | | 2018/19 | |
|---------------------|---------|--------|---------|--------|
| | 3 year | 5 year | 3 year | 5 year |
| FTSE All Share | -2.44% | 1.37% | 8.31% | 6.77% |
| Fund outperformance | +1.80% | +0.80% | -1.20% | +0.67% |

Reserves

The charity is wholly supported by the City of London Corporation which is committed to maintain and preserve Highgate Wood and Queen's Park Kilburn out of its City's Cash Funds. These Funds are used to meet the deficit on running expenses on a year by year basis. Consequently, this charity has no free reserves and a reserves policy is considered by the trustee to be inappropriate.

Principal Risks and Uncertainties

The charity is committed to a programme of risk management as an element of its strategy to preserve the charity's assets. In order to embed sound practice the senior leadership team ensures that risk management policies are applied, that there is an on-going review of activity and that appropriate advice and support is provided. A key risk register has been prepared for the charity, which has been reviewed by the Trustee. This identifies the potential impact of key risks and the measures which are in place to mitigate such risks.

The principal risks faced by the charity, and actions taken to manage them are as follows

| Risk | Actions to manage risks |
|---|---|
| Impact of housing and population and transport increase | Maintain a close partnership with Planning Authorities and review local planning applications which may impact on the Open spaces. Respond to consultation on local plans to help influence the content of documents |
| Plant and tree diseases | Sourcing of plants / trees through approved suppliers. Trained arboricultural contractors carrying out spraying and nest removal of Oak Processionary Moth. Continue to monitor pest and tree disease across the charity |
| Ensuring the health and safety of staff, contractors, visitors and volunteers | Annual health and safety site audits with peer review. Hold local health and safety meetings. Staff updated in toolbox/team talks. Online e-learning and training sessions undertaken by staff such as Mental Health Awareness and Fire Safety |
| Extreme weather events | Alerts issues to staff via Met Office. Trigger Event Policy embedded into way of working. Review process six monthly or following an extreme weather event |
| Impact of Covid-19 on income generation and financial management | Working closely with Chamberlain to monitor budget lines and keep them informed as financial situation develops. Predictions on loss of income being worked up to aid longer term decision making, including rental, sports provision, catering and retail |
| Impact of Covid-19 on health and safety of visitors and staff | Public health and safety works continues. Staff are working an emergency roster. Staff deliver the four 'Es' and are working in partnership with other Local Authority officers and the MPS delivering Covid-19 advice. Staff continue to carry out weekly health and safety checks and these are |

| Risk | Actions to manage risks |
|--|---|
| | recorded. Risk Assessments and Safe Systems of Work have been reviewed and shared with staff across the Division. Staff have access to PPE including masks, gloves and cleaning materials. Signage and social media is being used effectively to promote Covid-19 guidance and regulations |
| Covid-19 impact on care and husbandry of animals | Livestock work continues. Staff are working an emergency roster. Animal welfare is being maintained daily. Contact with IZVG is maintained and visits / inspections carried out observing social distancing. Access to local vets is available. Food, bedding, etc is available through existing suppliers. Children’s Farm at Queen’s Park remains closed to public access |

TRUSTEE RESPONSIBILITIES

The Trustee is responsible for preparing the Annual Report and the financial statements in accordance with applicable law and regulations.

Charity law requires the Trustee to prepare financial statements for each financial year in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under charity law the Trustee must not approve the financial statements unless the Trustee is satisfied that they give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charity for that period. In preparing these financial statements, the Trustee is required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Trustee is responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable the Trustee to ensure that the financial statements comply with the Charities Act 2011. The Trustee is also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the Trustee is aware:

- there is no relevant audit information of which the charity's auditors are unaware; and
- the Trustee has taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

Financial statements are published on the Trustee's website in accordance with legislation in the United Kingdom governing the preparation and dissemination of financial statements, which may vary from legislation in other jurisdictions. The maintenance and integrity of the Trustee's website is the responsibility of the Trustee. The Trustee's responsibility also extends to the ongoing integrity of the financial statements contained therein.

Adopted and signed for on behalf of the Trustee.

Jeremy Paul Mayhew MA MBA
Chairman of Finance Committee of
The City of London Corporation
Guildhall, London
10 November 2020

Jamie Ingham Clark FCA, Deputy
Chairman of Finance Committee
of The City of London Corporation

INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEE OF HIGHGATE WOOD AND QUEEN'S PARK KILBURN

Opinion

We have audited the financial statements of Highgate Wood and Queen's Park Kilburn (the charity) for the year ended 31 March 2020 which comprise the statement of financial activities, the balance sheet and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2020 and of its incoming resources and application of resources for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the Charity in accordance with the ethical requirements relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions related to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the Trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the Charity's ability to continue

to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The other information comprises the information included in the Annual Report, other than the financial statements and our auditor's report thereon. The Trustees are responsible for the other information.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities Act 2011 requires us to report to you if, in our opinion;

- the information contained in the financial statements is inconsistent in any material respect with the Trustee's Annual Report; or
- adequate accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of Trustees

As explained more fully in the Trustee's responsibilities statement, the Trustee is responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustee determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Trustee is responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustee

either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located at the Financial Reporting Council's ("FRC's") website at:

<https://www.frc.org.uk/auditorsresponsibilities>

This description forms part of our auditor's report.

Use of our report

This report is made solely to the charity's Trustee, as a body, in accordance with the Charities Act 2011. Our audit work has been undertaken so that we might state to the charity's Trustee those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's Trustee as a body, for our audit work, for this report, or for the opinions we have formed.



BDO LLP, statutory auditor
London

28 January 2021

BDO LLP is eligible for appointment as auditor of the charity by virtue of its eligibility for appointment as auditor of a company under section 1212 of the Companies Act 2006.

BDO LLP is a limited liability partnership registered in England and Wales (with registered number OC305127).

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 MARCH 2020

| | | Unrestricted Funds | Unrestricted Funds |
|--|-------|-------------------------------|-----------------------|
| | Notes | 2019/20 £ | 2018/19 £ |
| Income from: | | | |
| Voluntary activities | 2 | 130 | 291 |
| Charitable activities | 3 | 157,566 | 151,231 |
| Grant from City of London Corporation | 4 | 1,347,527 | 1,244,748 |
| Investments | 5 | 6,267 | 6,006 |
| Total income | | 1,511,490 | 1,402,276 |
| Expenditure on: | | | |
| Charitable activities: | | | |
| Maintenance and preservation of Highgate Wood and Queen's Park Kilburn | 6 | 1,527,977 | 1,418,764 |
| Total expenditure | | 1,527,977 | 1,418,764 |
| Net loss on investments | 11 | (30,395) | (1,498) |
| Net expenditure | | (46,882) | (17,986) |
| Net movement in funds | | (46,882) | (17,986) |
| Reconciliation of funds: | | | |
| Total funds brought forward | 15 | 349,317 | 367,303 |
| Total funds carried forward | 15 | 302,435 | 349,317 |

All of the above results are derived from continuing activities.

There were no other recognised gains and losses other than those shown above.

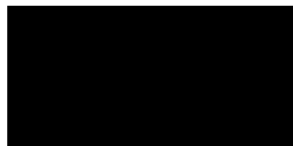
The notes on pages 18 to 29 form part of these financial statements.

BALANCE SHEET**AS AT 31 MARCH 2020**

| | Notes | 2020 Total £ | 2019 Total £ |
|---|-------|--------------------|--------------------|
| Fixed assets: | | | |
| Tangible assets | 10 | 169,522 | 186,009 |
| Investments | 11 | 132,913 | 163,308 |
| Total fixed assets | | 302,435 | 349,317 |
| Current assets | | | |
| Debtors | 12 | 18,966 | 30,118 |
| Cash at bank and in hand | | 113,097 | 50,537 |
| Total current assets | | 132,063 | 80,655 |
| Creditors: Amounts falling due within one year | 13 | (132,063) | (80,655) |
| Net current assets/(liabilities) | | - | - |
| Total assets less current liabilities | | 302,435 | 349,317 |
| Total net assets | | 302,435 | 349,317 |
| The funds of the charity: | | | |
| Unrestricted income funds | 15 | 302,435 | 349,317 |
| Total funds | | 302,435 | 349,317 |

The notes on pages 18 to 29 form part of these financial statements

Approved and signed on behalf of the Trustee.



Dr Peter Kane

Chamberlain of London

25 January 2021

NOTES TO THE FINANCIAL STATEMENTS

1. ACCOUNTING POLICIES

The following accounting policies have been applied consistently in dealing with items that are considered material in relation to the financial statements of the charity.

(a) Basis of preparation

The financial statements of the charity, which is a public benefit entity under FRS102, have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice (SORP) Accounting and Reporting by Charities, published in 2015, Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (FRS 102) (2nd Edition) and the Charities Act 2011.

(b) Going concern

The financial statements have been prepared on a going concern basis as the Trustee considers that there are no material uncertainties about the charity's ability to continue as a going concern. The governing documents place an obligation on the City of London Corporation to preserve the open spaces for the benefit of the public. Funding is provided from the City of London Corporation's City's Cash. On an annual basis, a medium-term financial forecast is prepared for City's Cash. The latest forecast anticipates that adequate funds will be available in the next five years to enable the charity to continue to fulfil its obligations.

In making this assessment, the Trustee has considered the potential impact of the Covid-19 pandemic on the future income levels and the liquidity of the charity over the next 12-month period. The charity will be able to reduce its expenditure, principally on premises related costs which will ease the strain of the lost income. The charity has undergone a revised forecasting exercise to help provide assurances that it can continue to keep operating over the next 12-month period. The full year impact has been assessed. For these reasons, the Trustee continues to adopt a going concern basis for the preparation of the financial statements.

(c) Key management judgements and assumptions

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the application of policies and reported amounts of assets and liabilities, income and expenditure. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances, the result of which form the basis of decisions about carrying values of assets and liabilities that are not readily apparent from other sources. The resulting accounting estimates will, by definition, seldom equal the related actual results.

Estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised and in any future periods affected. Management do not consider there to be any material revisions requiring disclosure.

In preparing the financial statements, management has made the following key judgements: useful economic life of fixed assets and the recovery of debts.

(d) Statement of Cash Flows

The charity has taken advantage of the exemption in FRS102 (paragraph 1.12b) from the requirement to produce a statement of cash flows on the grounds that it is a qualifying entity.

A Statement of Cash Flows is included within the City's Cash Annual Report and Financial Statements 2020 which is publicly available at www.cityoflondon.gov.uk.

(e) Income

All income is included in the Statements of Financial Activities (SOFA) when the charity is legally entitled to the income; it is more likely than not that economic benefit associated with the transaction will come to the charity and the amount can be quantified with reasonable certainty. Income consists of donations, charges for use of facilities, interest, sales and rental income.

The City of London Corporation's City's Cash meets the deficit on running expenses of the charity and also provides funding for certain capital works. This income is recognised in the SOFA when it is due from City's Cash.

(f) Expenditure

Expenditure is accounted for on an accruals basis and has been classified under the principal categories of 'expenditure on raising funds' and 'expenditure on charitable activities'. Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required, and the amount of the obligation can be measured reliably.

Governance costs include the costs of governance arrangements which relate to the general running of the charity as opposed to the direct management of functions inherent in the activities undertaken. These include the costs associated with constitutional and statutory requirements such as the cost of Trustee meetings.

Support costs (including governance costs) include activities undertaken by the City Corporation on behalf of the charity, such as human resources, digital services, legal support, accounting services, committee administration, public relations and premises costs. The basis of the cost allocation is set out in note 7.

The Trustee, the City Corporation, accounts centrally for all payroll related deductions. As a result, the charity accounts for all such sums due as having been paid.

(g) Foreign currencies

Transactions in foreign currencies are recorded at the rate of exchange ruling at the date of the transaction. Monetary assets and liabilities denominated in foreign currencies are valued at the year-end rate exchange. All gains or losses on translation are taken to Statement of Financial Activities in the year in which they occur.

(h) Pension costs

Staff are employed by the City of London Corporation and are eligible to contribute to the City of London Local Government Pension Fund, which is a funded defined benefit scheme. The estimated net deficit on the Fund is the responsibility of the City of London Corporation as a whole, as one employer, rather than the specific responsibility of any of its three main funds (City Fund, City's Cash and Bridge House Estates) or the trusts it supports.

The Fund's estimated net liability has been determined by independent actuaries in accordance with FRS102 as £630.4m as at 31 March 2020 (£608.6m as at 31 March 2019). Since any net deficit is apportioned between the financial statements of the City of London's three main funds, the charity's Trustee does not anticipate that any of the liability will fall on the charity. The charity is unable to identify its share of the pension scheme assets and liabilities and therefore the Pension Fund is accounted for as a defined contribution scheme in these financial statements.

Barnett Waddingham, an independent actuary, carried out the latest triennial actuarial assessment of the scheme as at 31 March 2019, using the projected unit method. The actuary will carry out the next assessment of the scheme as at 31 March 2022, which will set contributions for the period from 1 April 2022 to 31 March 2024. Contribution rates adopted for the financial years 2017/18, 2018/19 and 2019/20 have been set at 21% (2016/17: 17.5%).

(i) Taxation

The charity meets the definition of a charitable trust for UK income tax purposes, as set out in Paragraph 1 Schedule 6 of the Finance Act 2010. Accordingly, the charity is exempt from UK taxation in respect of income or capital gains under part 10 of the Income Tax Act 2007 or section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

(j) Fixed Assets**Heritage Land and Associated Buildings**

Highgate Wood and Queen's Park comprises 315 hectares (780 acres) of land, together with associated buildings, located in the North London boroughs of Haringey and Brent respectively. The object of the charity is the preservation in perpetuity of Highgate Wood and Queen's Park Kilburn as open spaces for the recreation and enjoyment of the public. Highgate Wood and Queen's Park are considered to be inalienable (i.e. may not be disposed of without specific statutory powers).

Land and the original associated buildings are considered to be heritage assets. In respect of the original land and buildings, cost or valuation amounts are not included in these financial statements as reliable cost information is not available and a significant cost would be involved in the reconstruction of past accounting records, or in the valuation, which would be onerous compared to the benefit to the users of these accounts

Additions to the original land and capital expenditure on buildings and other assets would be included as fixed assets at historic cost, less provision for depreciation and any impairment, where this cost can be reliably measured.

Tangible fixed assets

Assets that are capable of being used for more than one year and have a cost greater than £50,000 are capitalised. Such assets are stated at cost less accumulated depreciation and accumulated impairment losses. Depreciation is charged from the year following that of acquisition, on a straight-line basis, in order to write off each asset over its estimated useful life as follows:

| | Years |
|--|----------|
| Operational buildings | 30 to 50 |
| Improvements and refurbishments to buildings | up to 30 |
| Infrastructure | up to 20 |

(k) Investments

Investments are made in the City of London Charities Pool (charity number: 1021138) which is an investment mechanism operating in a similar way to a unit trust. This enables the City of London Corporation to “pool” small charitable investments together and consequently obtain better returns than would be the case if investments were made individually.

Investments were previously valued at mid-market price. To ensure compliance with FRS102, bid-price is now used. The Difference in valuation as a result in the year is considered immaterial. Gains and losses for the year on investments held as fixed assets are included in the Statement of Financial Activities.

(l) Funds structure

Income, expenditure and gains/losses are allocated to particular funds according to their purpose:

Unrestricted income funds – these funds can be used in accordance with the charitable object at the discretion of the Trustee and include both income generated by assets held representing unrestricted funds. Specifically, this represents any surplus of income over expenditure for the charity which is carried forward to meet the requirements of future years, known as free reserves.

Designated funds – these are funds set aside by the Trustee out of unrestricted funds for a specific purpose.

(m) Insurance

The charity, elected Members and staff supporting the charity's administration are covered by the City Corporation's insurance liability policies, and otherwise under the indemnity the City Corporation provides to Members and staff, funded from City's Cash.

2. INCOME FROM VOLUNTARY ACTIVITIES

| | Unrestricted funds 2019/20 £ | Unrestricted funds 2018/19 £ |
|------------------------|--|---------------------------------------|
| Donations and legacies | 130 | 291 |

3. INCOME FROM CHARITABLE ACTIVITIES

| | Unrestricted funds 2019/20 £ | Unrestricted funds 2018/19 £ |
|-------------------------------|--|---------------------------------------|
| Charges for use of facilities | 92,564 | 70,945 |
| Sales | - | 400 |
| Rental income | 65,002 | 79,886 |
| Total | 157,566 | 151,231 |

4. INCOME FROM THE CITY OF LONDON CORPORATION

| | Unrestricted funds 2019/20 £ | Unrestricted funds 2018/19 £ |
|---|--|---------------------------------------|
| Revenue and capital grant from City of London Corporation | 1,347,527 | 1,244,748 |

5. INCOME FROM INVESTMENTS

| | Unrestricted funds 2019/20 £ | Unrestricted funds 2018/19 £ |
|----------|--|---------------------------------------|
| Interest | 6,267 | 6,006 |

Income for the year included:

Donations – being amounts received from the public at the farm in Queen's Park

Grants from the City of London Corporation – being the amount received from the City of London Corporation's City's Cash to meet the deficit on running expenses of the charity, alongside funding for capital purchases.

Charitable activities – being amounts generated from charges made for the use of facilities, such as for filming, sports bookings, birthday parties and other events and from the rental of catering facilities and wayleave licenses.

6. EXPENDITURE

| | Direct costs £ | Support costs £ | Total 2019/20 £ | Direct costs £ | Support costs £ | Total 2018/19 £ |
|--|-------------------|--------------------|-----------------------|-------------------|--------------------|-----------------------|
| Maintenance and preservation of Highgate Wood and Queen's Park Kilburn | 1,336,646 | 191,331 | 1,527,977 | 1,217,213 | 201,551 | 1,418,764 |

Charitable activity

Expenditure on the charitable activities includes labour, premises costs, equipment, materials and other supplies and services incurred in the running of Highgate Wood and Queen's Park Kilburn.

Auditor's remuneration and fees for other services

BDO are the auditors of the City of London City's Cash Fund and all of the different charities of which it is Trustee. The City of London Corporation charges the audit fee to its City's Cash Fund and does not attempt to apportion the audit fee between all of the different charities. No other services were provided to the charity by its auditors during the year (2018/19: £nil).

7. SUPPORT COSTS

Support costs include activities undertaken by the City of London Corporation on behalf of the Charity, such as human resources, digital services, legal support, accounting services, committee administration and premises costs. Such costs are determined on a departmental basis, and are allocated on a cost recovery basis to the charity based on time spent, with associated office accommodation charged proportionately to the space occupied by the respective activities, with the split of costs as follows:

| | Charitable activities £ | Governance £ | 2019/20 £ | 2018/19 £ Restated |
|----------------------------------|----------------------------|-----------------|----------------|--------------------------|
| Department: | | | | |
| Chamberlain | 29,761 | - | 29,761 | 32,119 |
| Comptroller & City Solicitor | - | - | - | 15,534 |
| Town Clerk | - | 38,117 | 38,117 | 36,603 |
| City Surveyor | 37,364 | - | 37,364 | 37,645 |
| Open Spaces directorate | 32,406 | - | 32,406 | 20,115 |
| Other governance & support costs | 10,669 | - | 10,669 | 9,811 |
| Digital Services | 43,014 | - | 43,014 | 49,724 |
| Sub-total | 153,214 | 38,117 | 191,331 | 201,551 |
| Reallocation of governance costs | 38,117 | (38,117) | - | - |
| Total | 191,331 | - | 191,331 | 201,551 |

Support costs restated

| | Charitable activities £ | Governance £ | 2018/19 £ | 2017/18 £ |
|----------------------------------|----------------------------|-----------------|----------------|--------------|
| Department: | | | | |
| Chamberlain | 32,119 | - | 32,119 | 28,147 |
| Comptroller & City Solicitor | 15,534 | - | 15,534 | 15,944 |
| Town Clerk | - | 36,603 | 36,603 | 41,134 |
| City Surveyor | 37,645 | - | 37,645 | 34,649 |
| Open Spaces directorate | 20,115 | - | 20,115 | 19,953 |
| Other governance & support costs | 9,811 | - | 9,811 | 9,967 |
| Digital Services | 49,724 | - | 49,724 | 47,818 |
| Sub-total | 164,948 | 36,603 | 201,551 | 197,612 |
| Reallocation of governance costs | 36,603 | (36,603) | - | - |
| Total | 201,551 | - | 201,551 | 197,612 |

All support costs are undertaken from unrestricted funds. Governance costs are allocated based on a proportion of officer time spent on the administration of Trustee and Committee related meetings.

During the year a reanalysis of costs was undertaken between Town Clerks, Chamberlains and Governance costs. The reanalysed costs are included in the table above.

8. DETAILS OF STAFF COSTS

All staff that work on behalf of the charity are employed by the City Corporation. The average number of people directly undertaking activities on behalf of the charity during the year was 18 (2018/19: 18).

Amounts paid in respect of employees directly undertaking activities on behalf of the charity were as follows:

| | 2019/20 | 2018/19 |
|--------------------------------------|----------------|----------------|
| | £ | £ |
| Salaries and wages | 635,508 | 627,446 |
| National Insurance costs | 62,822 | 60,184 |
| Employer's pension contributions | 123,450 | 114,412 |
| Total emoluments of employees | 821,780 | 802,042 |

The number of directly charged employees whose emoluments (excluding employer's pension contribution and national insurance contribution) for the year were over £60,000 was nil (2018/19: nil):

Remuneration of Key Management Personnel

The charity considers its key management personnel to comprise the Members of the City of London Corporation, acting collectively for the City Corporation in its capacity as the Trustee, and the Director of Open Spaces who manages the seven open spaces funded by the City of London Corporation. A proportion of the Directors' employment benefits are allocated to this charity.

Support is also provided by other chief officers and their departments from across the City of London Corporation, including the Town Clerk and Chief Executive, Chamberlain, Comptroller and City Solicitor and City Surveyor.

The amount of employee benefits received by key management personnel totalled £5,944 (2018/19: £5,604). No members received any remuneration, with directly incurred expenses reimbursed, if claimed. Expenses totalling £nil were claimed in 2019/20 (2018/19: £nil).

9. HERITAGE ASSETS

Since 1886 the primary purpose of the charity has been the preservation of Highgate Wood and Queen's Park Kilburn for the recreation and enjoyment of the public. As set out in Note 1(j), the original heritage land and buildings are not recognised in the Financial Statements. Policies for the preservation and management of Highgate Wood and Queen's Park Kilburn are contained in the Highgate Wood and Queen's Park Kilburn Management Plan 2010. Records of heritage assets owned and maintained by Highgate Wood and Queen's Park Kilburn can be obtained from the Director of Open Spaces at the principal address as stated on page 30.

10. TANGIBLE FIXED ASSETS

| | Land and Buildings £ | Infrastructure £ | Total £ |
|-------------------------|-------------------------|---------------------|----------------|
| Cost | | | |
| At 1 April 2019 | 166,388 | 257,130 | 423,518 |
| At 31 March 2020 | 166,388 | 257,130 | 423,518 |
| Depreciation | | | |
| At 1 April 2019 | 46,111 | 191,398 | 237,509 |
| Charge for the year | 3,341 | 13,146 | 16,487 |
| At 31 March 2020 | 49,452 | 204,544 | 253,996 |
| Net book value | | | |
| At 31 March 2020 | 116,936 | 52,586 | 169,522 |
| At 31 March 2019 | 120,277 | 65,732 | 186,009 |

11. FIXED ASSET INVESTMENTS

The investments are held in the City of London Corporation Charities Pool, a charity registered in the UK with the Charity Commission (charity number: 1021138). The Charities Pool is a UK registered unit trust.

The value of investments held by the charity are as follows:

| | | |
|------------------------------|----------------|---------|
| | £ | £ |
| Market value 1 April | 163,308 | 164,806 |
| Loss for the year | (30,395) | (1,498) |
| Market value 31 March | 132,913 | 163,308 |
| Cost 31 March | 107,254 | 107,254 |
| Units held in Charities Pool | 18,728 | 18,728 |

The geographical spread of listed investments as at 31 March was as follows:

| | Held in the UK £ | Held outside the UK £ | Total at 31 March 2020 £ | Held in the UK £ | Held outside the UK £ | Total at 31 March 2019 £ |
|---------------------------|---------------------|--------------------------|-----------------------------|---------------------|--------------------------|-----------------------------|
| Equities | 102,678 | 15,156 | 117,834 | 126,159 | 18,621 | 144,780 |
| Pooled Units | 9,094 | - | 9,094 | 11,174 | - | 11,174 |
| Cash held by Fund Manager | 5,985 | - | 5,985 | 7,354 | - | 7,354 |
| Total | 117,757 | 15,156 | 132,913 | 144,687 | 18,621 | 163,308 |

12. DEBTORS – AMOUNTS DUE WITHIN ONE YEAR

| | 2020 | 2019 |
|--------------------------------|---------------|---------------|
| | £ | £ |
| Rental debtors | 3,602 | 17,760 |
| Prepayments and accrued income | 5,585 | 5,363 |
| Recoverable VAT | 7,713 | 5,272 |
| Other debtors | 2,066 | 1,723 |
| Total | 18,966 | 30,118 |

13. CREDITORS – AMOUNTS DUE WITHIN ONE YEAR

| | 2020 | 2019 |
|-----------------|----------------|---------------|
| | £ | £ |
| Trade creditors | 1,255 | 3,878 |
| Accruals | 29,375 | 28,289 |
| Deferred income | 3,502 | 13,525 |
| Rent Deposits | 6,194 | 19,694 |
| Other creditors | 91,737 | 15,269 |
| Total | 132,063 | 80,655 |

Deferred income relates to rental income received in advance for periods after the year-end.

| | 2020 | 2019 |
|---|--------------|---------------|
| | £ | £ |
| Deferred income analysis within creditors: | | |
| Balance at 1 April | 13,525 | 10,944 |
| Amounts released to income | (13,525) | (10,944) |
| Amounts deferred in the year | 3,502 | 13,525 |
| Balance at 31 March | 3,502 | 13,525 |

14. ANALYSIS OF NET ASSETS BY FUND

| At 31 March 2020 | Unrestricted income funds | | | |
|---------------------|---------------------------|-----------------------|-----------------------------|-----------------------------|
| | General funds £ | Designated funds £ | Total at 31 March 2020 £ | Total at 31 March 2019 £ |
| Tangible assets | - | 169,522 | 169,522 | 186,009 |
| Investments | 132,913 | - | 132,913 | 163,308 |
| Current assets | 132,063 | - | 132,063 | 80,655 |
| Current liabilities | (132,063) | - | (132,063) | (80,655) |
| Total | 132,913 | 169,522 | 302,435 | 349,317 |

| At 31 March 2019 | Unrestricted income funds | | | |
|---------------------|---------------------------|-----------------------|-----------------------------|-----------------------------|
| | General funds £ | Designated funds £ | Total at 31 March 2019 £ | Total at 31 March 2018 £ |
| Tangible assets | - | 186,009 | 186,009 | 202,497 |
| Investments | 163,308 | - | 163,308 | 164,806 |
| Current assets | 80,655 | - | 80,655 | 120,639 |
| Current liabilities | (80,655) | - | (80,655) | (120,639) |
| Total | 163,308 | 186,009 | 349,317 | 367,303 |

15. MOVEMENT IN FUNDS

| At 31 March 2020 | Total as at 1 April 2019 £ | Income £ | Expenditure £ | Gains & (losses) £ | Total as at 31 March 2020 £ |
|-----------------------|-------------------------------|------------------|--------------------|-----------------------|--------------------------------|
| | Unrestricted funds: | | | | |
| General funds | 163,308 | 1,527,977 | (1,527,977) | (30,395) | 132,913 |
| Designated funds: | | | | | |
| Tangible fixed assets | 186,009 | - | (16,487) | - | 169,522 |
| Total | 349,317 | 1,527,977 | (1,544,464) | (30,395) | 302,435 |

| At 31 March 2019 | Total as at 1 April 2018 £ | Income £ | Expenditure £ | Gains & (losses) £ | Total as at 31 March 2019 £ |
|-----------------------|-------------------------------|------------------|--------------------|-----------------------|--------------------------------|
| | Unrestricted funds: | | | | |
| General funds | 164,806 | 1,418,639 | (1,418,639) | (1,498) | 163,308 |
| Designated funds: | | | | | |
| Tangible fixed assets | 202,497 | - | (16,488) | - | 186,009 |
| Total | 367,303 | 1,418,639 | (1,435,127) | (1,498) | 349,317 |

Purposes of designated funds

Designated funds have been set aside by the Trustee for the following purposes:

Fixed Assets – these are included at historic cost less accumulated depreciation in accordance with Note 1 (j). At 31 March 2020 the net book value of fixed assets amounted to £169,522 (2018/19 £186,009)

16. RELATED PARTY TRANSACTIONS

The City Corporation is the sole Trustee of the charity, as described on page 11. The City Corporation provides various services to the charity, the costs of which are recharged to the charity. This includes the provision of banking services, charging all transactions to the charity at cost and crediting or charging interest at a commercial rate. The cost of these services is included within expenditure, as set out in note 7.

The charity is required to disclose information on related party transactions with bodies or individuals that have the potential to control or influence the charity. Members are required to disclose their interests, and these can be viewed online at www.cityoflondon.gov.uk.

Members and senior staff are requested to disclose all related party transactions, including instances where their close family has made such transactions.

Figures in brackets represent the amounts due at the balance sheet date. Other figures represent the value of the transaction during the year.

| Related party | Connected party | 2019/20 £ | 2018/19 £ | Detail of transaction |
|----------------------------|---|------------------|--------------|---|
| City of London Corporation | The City of London Corporation is the Trustee for the charity | 1,347,527 | 1,244,748 | The City of London Corporation's City's Cash meets the deficit on running expenses of the charity |
| | | (nil) | (nil) | |
| | | 191,331 | 201,551 | Administrative services provided for the charity |
| | | (nil) | (nil) | |
| | | 6,267 | 6,006 | Distribution from the Charities Pool |
| | | (nil) | (nil) | |

REFERENCE AND ADMINISTRATION DETAILS

CHARITY NAME: Highgate Wood and Queen's Park Kilburn

Registered charity number: 232986

PRINCIPAL OFFICE OF THE CHARITY & THE CITY CORPORATION:

Guildhall, London, EC2P 2EJ

TRUSTEE:

The Mayor and Commonalty & Citizens of the City of London

SENIOR MANAGEMENT:

Chief Executive

John Barradell OBE - The Town Clerk and Chief Executive of the City of London Corporation

Treasurer

Dr Peter Kane - The Chamberlain of the City of London Corporation

Solicitor

Michael Cogher - The Comptroller and City Solicitor of the City of London Corporation

Open Spaces

Colin Buttery – Director of Open Spaces

AUDITORS:

BDO LLP, 55 Baker Street, London, W1U 7EU

BANKERS:

Lloyds Bank Plc., P.O. Box 72, Bailey Drive, Gillingham Business Park, Kent ME8 0LS

INVESTMENT ADVISORS:

Artemis Investment Management Limited, Cassini House, 57 St. James's Street, London, SW1A 1LD

Contact for The Chamberlain, to request copies of governance documents & of the Annual Report of City's Cash:

PA-DeputyChamberlain@cityoflondon.gov.uk

| | |
|---|--------------------------------------|
| Committee(s) | Dated: |
| Hampstead Heath, Highgate Wood & Queen's Park Committee | 26 May 2021 |
| Subject: Revenue Outturn 2020/21 – Hampstead Heath, Highgate Wood and Queen's Park | Public |
| Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly? | 1, 2, 3, 4, 5, 8, 11 & 12 |
| Does this proposal require extra revenue and/or capital spending? | N |
| 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: The Chamberlain & the Director of Open Spaces | For Information |
| Report author: Beatrix Jako – Chamberlains Department | |

Summary

This report compares the revenue outturn for the services overseen by your Committee in 2020/21 with the final agreed budget for the year. In total, there was a better than budget position of £130,000 for the services overseen by your Committee compared with the final agreed budget for the year as set out below.

| | Final Agreed Budget £000 | Outturn £000 | (Increase)/ Decrease £000 |
|---------------------------------|------------------------------------|------------------------|---|
| Local Risk | | | |
| Director of Open Spaces | | | |
| <i>Expenditure</i> | (7,409) | (7,432) | (23) |
| <i>Income</i> | 1,831 | 1,851 | 20 |
| City Surveyor | (443) | (488) | (45) |
| Total Local Risk | (6,021) | (6,069) | (48) |
| Cyclical Works Programme | (1,071) | (882) | 189 |
| Central Risk | 987 | 992 | 5 |
| Recharges | (1,497) | (1,513) | (16) |
| Total | (7,602) | (7,472) | 130 |

Significant variations are within Local Risk (Hampstead Heath Expenditure and Income) and the Cyclical Works Programme, more detail can be found in paragraphs 4a) 4b) and 4c) respectively.

The Director of Open Spaces had an unfavourable variance of £3,000 (Local Risk), this unfavourable variance has been aggregated with budget variations on services overseen by other committees which produces a City's Cash overall favourable position of £83,000 (Local Risk) across all Open Spaces.

Recommendation(s)

It is recommended that this revenue outturn report for 2020/21 is noted.

Main Report

Budget Position for 2020/21

1. The 2020/21 latest agreed budget for Hampstead Heath, Highgate Wood & Queen's Park services overseen by your Committee received in January 2021 was £7.401m. This budget was endorsed by the Court of Common Council in March 2021 and subsequently updated for approved adjustments. There was an overall increase of £201,000 in adjustments which consist of a £54,000 increase in Local Risk expenditure (of which £16,000 are increases to the centrally funded apprentices budget and £38,000 for additional payments made to staff regarding additional work in relation to COVID-19), a £148,000 increase in Central Risk expenditure (mainly due to the £112,000 adjustment for costs relating to the flexible retirement pension strain costs), and a £1,000 reduction in Recharges. Movement of the original Local Risk budget to the final agreed budget is provided in Appendix A.

Revenue Outturn 2020/21

2. Actual net expenditure for your Committee's services during 2020/21 totalled £7.472m, a favourable budget variance of £130,000 compared with the final agreed budget.
3. A summary comparison with the final agreed budget for the year is tabulated below. In the tables, income, increases in income and reductions in expenditure are shown as positive balances, whereas brackets are used to denote expenditure, increases in expenditure, or shortfalls in income. Reason(s) for any larger variances (greater than £50,000) are indexed in the table.

Hampstead Heath, Highgate Wood, and Queen's Park
Comparison of 2020/21 Revenue Outturn with Final Agreed
Budget

| | | Original Budget £000 | Final Agreed Budget £000 | Revenue Outturn £000 | (Increase) Decrease £000 | Reason Paragraph |
|---|-------------|----------------------------|-----------------------------------|----------------------------|--------------------------------|---------------------|
| LOCAL RISK | | | | | | |
| Director of Open Spaces | | | | | | |
| Hampstead Heath | | | | | | |
| | Expenditure | (6,002) | (6,330) | (6,390) | (60) | 4a) |
| | Income | 1,620 | 1,620 | 1,713 | 93 | 4b) |
| | | (4,382) | (4,710) | (4,677) | 33 | |
| Queens Park | | | | | | |
| | Expenditure | (621) | (625) | (597) | 28 | |
| | Income | 121 | 134 | 99 | (35) | |
| | | (500) | (491) | (498) | (7) | |
| Highgate Wood | | | | | | |
| | Expenditure | (450) | (454) | (445) | 9 | |
| | Income | 77 | 77 | 39 | (38) | |
| | | (373) | (377) | (406) | (29) | |
| Total Director of Open Spaces Local Risk | | (7,073) | (7,409) | (7,432) | (23) | |
| Total Director of Open Spaces Local Risk | | 1,818 | 1,831 | 1,851 | 20 | |
| City Surveyor | | | | | | |
| City Surveyors Local Risk | | | | | | |
| | | (443) | (443) | (488) | (45) | |
| Total City Surveyor Local Risk | | (443) | (443) | (488) | (45) | |
| TOTAL LOCAL RISK | | (5,698) | (6,021) | (6,069) | (48) | |
| Cyclical Works Programme | | (1,472) | (1,071) | (882) | 189 | 4c) |
| CENTRAL RISK | | | | | | |
| Hampstead Heath | | | | | | |
| | | 1,154 | 1,033 | 1,036 | 3 | |
| Queen's Park | | | | | | |
| | | (16) | (51) | (51) | - | |
| Highgate Wood | | | | | | |
| | | 5 | 5 | 7 | 2 | |
| TOTAL CENTRAL RISK | | 1,143 | 987 | 992 | 5 | |
| RECHARGES | | | | | | |
| Insurance | | | | | | |
| | | (107) | (107) | (101) | 6 | |
| Support Services | | | | | | |
| | | (546) | (546) | (506) | 40 | |
| Surveyor's Employee Recharge | | | | | | |
| | | (307) | (307) | (257) | 50 | |
| I.S. Recharge | | | | | | |
| | | (284) | (284) | (356) | (72) | |
| Recharges Within Fund (Directorate Democratic Core, and Learning) | | | | | | |
| | | (433) | (236) | (286) | (50) | |
| Recharges Across Fund (Structural Maintenance - Inspections) | | | | | | |
| | | (17) | (17) | (7) | 10 | |
| TOTAL RECHARGES | | (1,694) | (1,497) | (1,513) | (16) | |
| OVERALL TOTAL | | (7,721) | (7,602) | (7,472) | 130 | |

Reasons for Significant Variations

4. a) The £60,000 unfavourable variance within expenditure is mainly due to additional spend in relation to waste, transport related expenses and managing Hampstead Heath during the pandemic, off-set by a reduction within employee related expenditure due to staff vacancies.

b) The £93,000 favourable variance in respect of income mainly relates to achievement of additional income in a range of areas including car parking, sports facilities and swimming.

c) Due to the economic impact of COVID-19 and subsequent reduced income revenue generation, the City Surveyor was tasked by the Chamberlain to review current programmes of work. This was to level the expenditure, smoothing some of the spend into a 'fourth' year to reduce the impact of committed expenditure within the next two years. The Chamberlain has confirmed acceptance of the proposals put forward by the City Surveyor. This provides the Chamberlain with an overall 4-year forecast expenditure across all funds and funding years.

Local Risk Carry Forward to 2021/22

5. Chief Officers can generally request underspends of up to 10% or £500,000 (whichever is the lesser) of the final agreed local risk budget to be carried forward, so long as the underspending is not fortuitous and the resources are required for a planned purpose. Such requests are subject to the approval of the Chamberlain in consultation with the Chairman and Deputy Chairman of the Resources Allocation Sub Committee.
6. Overspends are carried forward in full and are met from the agreed 2021/22 budgets.
7. The Director's unfavourable variance of £3,000 (Local Risk) has been aggregated with budget variations on services overseen by other Committees which for City's Cash produce an overall favourable variance of £83,000 (Local Risk) across all Open Spaces. There were no carry forward requests submitted by the Director of Open Spaces within City Cash which relate to this committee.

Appendices

- Appendix A – Movement between the Original 2020/21 Budget and the final 2020/21 agreed Budget

Beatrix Jako

Acting Senior Accountant

E: Beatrix.Jako@cityoflondon.gov.uk

Appendix A

Movement from the 2020/21 Original Budget to the 2020/21 Final Agreed Budget

| | |
|---|----------------|
| Hampstead Heath, Highgate Wood and Queens Park | £000 |
| Original Net Local Risk Budget (Director of Open Spaces & City Surveyor) | (5,698) |
| Director of Open Spaces | |
| Apprentices – centrally funded | (16) |
| Contribution Pay | (28) |
| Allocation from the Directorate to fund unsuccessful 2019/20 carry forward bids | (83) |
| Allocation from the Corporate COVID-19 fund | (30) |
| Allocation from the Directorate to cover Oak Processionary Moth (OPM) costs | (19) |
| Resetting of departmental Budgets 2020/21 due to COVID-19 pandemic | (109) |
| Additional payment to staff regarding work in relation to COVID-19 | (38) |
| City Surveyor: | |
| Planned & Reactive Works including Cleaning | - |
| Final Agreed Net Local Risk Budget (Director of Open Spaces & City Surveyor) | (6,021) |

This page is intentionally left blank

| | |
|--|-----------------------------|
| Committee: Hampstead Heath, Highgate Wood & Queen's Park Committee | Date: 26 May 2021 |
| Subject: Report of Action Taken | Public |
| Report of: Town Clerk | For Information |
| Report author: Leanne Murphy, Town Clerk's Department | |

Summary

This report advises Members of action taken by the Town Clerk under urgency or delegated authority in consultation with the Chairman and Deputy Chair since the last meeting of the Committee, in accordance with Standing Orders No. 41 (a) and (b).

Recommendation:

- That Members note the report.

Main Report

Urgency request: Hampstead Heath Swimming Facilities - Safety, Access and Security Improvements [11.05.21]

1. Members of the Hampstead Heath, Highgate Wood & Queen's Park Committee are familiar with and supportive of the proposed Capital Project. Officers have provided updates at Hampstead Heath, Highgate Wood & Queen's Park Committee meetings since the 2020 Swimming Review was concluded in March 2020.
2. The Swimming Capital Project relates to implementing essential safety, access and security works across the four Swimming Facilities at Hampstead Heath. A full review of the Hampstead Heath Swimming Facilities has been undertaken, in conjunction with 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 and provided written advice in relation to Lifeguard breaks and alertness, maximum bather loading, minimum Lifeguards numbers and Lifeguard training. The outcomes of the Swimming Review were agreed by Members in March 2020, and the Review set out the improvements required to address the essential long-term Health and Safety issues, visitor access, rapidly increasing demand and to secure the long-term financial sustainability of the Swimming Facilities.
3. Since March 2020, work has been completed to put together a detailed project brief, ready for submission into the City's 2020-21 Annual Bid Process, which ran from September 2020 – February 2021. The Project Brief was signed off by the Director of Open Spaces on 19 August 2020 and then submitted into the Annual Bid Process, putting the project on hold till further notice. In January 2021, it was announced that the project had been successful and received

approval, in principal enabling up to £755k of central funding from City's Cash resource, allowing this Gateway 2 report to be submitted and upon approval, permitting the project to continue.

4. The works already identified in the Gateway 1 (Project Brief) will be further developed through both architectural and engineering design support. The works are focused on improvements to safety, access and security across the Highgate Men's Bathing Pond, Kenwood Ladies' Bathing Pond, Hampstead Mixed Bathing Pond, and Parliament Hill Fields Lido.
5. Approval was sought under the urgency procedures to enable the Capital Project Gateway 2 Report to be considered as a decision item at the Resource Allocation Sub-Committee on 12 May 2021 and the Projects Sub-Committee on 17 May 2021, which are before the next meeting of the Hampstead Heath, Highgate Wood & Queen's Park Committee (HHHWQPC) which meets on 26 May 2021. By taking the report as an urgency for the HHHWQPC, the project timeline can be accelerated at a faster pace and the safety, access and security improvements can progress quicker ahead of a busy summer season.
6. Whilst there would not be any budgetary benefits, there would be programme benefits and the additional time would help Officers to start the design development stage sooner, which is good due to the risk of this stage getting delayed (potentially) through the extensive stakeholder consultation. By starting the delivery phase sooner, is a benefit due to the tight window we have before the mid to peak season starting.
7. Action taken: The Town Clerk, in consultation with the Chair and Deputy Chairman, agreed to:
 - approve the progression of this Capital Project to implement safety, access and security works across the four Hampstead Heath Swimming Facilities and that it progress to Gateway 3/4 on the Regular route;
 - That budget of £54,000 (excluding risk) is approved to reach the next Gateway;
 - Note total estimate cost of £697,000 (excluding risk), £755,000 (including £58,000 of costed risk post-mitigation);
 - That a Costed Risk Provision of £10,000 is approved to reach the next gateway (to be drawn down via delegation to Chief Officer);
 - Note that some minor works have had to be delivered already regarding H&S and infrastructure, but these do not change the overall scope, budget or programme of this project as have been funded separately.

Conclusion

8. Background papers for Members are available from Leanne Murphy on the email address provided below.

Leanne Murphy

Town Clerk's Department

E: leanne.murphy@cityoflondon.gov.uk