



Open Spaces and City Gardens

Date: FRIDAY, 12 FEBRUARY 2021
Time: 11.30 am
Venue: VIRTUAL PUBLIC MEETING (ACCESSIBLE REMOTELY)

Members: Oliver Sells QC (Chairman)
Caroline Haines (Deputy Chairman)
Graeme Doshi-Smith
Alderman Ian Luder
Wendy Mead
Barbara Newman
Deputy John Tomlinson
Karina Dostalova
Anne Fairweather (Ex-Officio Member)
Benjamin Murphy (Ex-Officio Member)

Enquiries: Richard Holt
Richard.Holt@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/uxaz2GDueq0>

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 THE AGENDA**
3. **MINUTES**
To agree the draft minutes of the previous meeting of the Open Spaces and City Gardens Committee held on the 2nd of December 2020.

For Decision
(Pages 1 - 6)

4. **TERMS OF REFERENCE**
Report of the Town Clerk.

For Decision
(Pages 7 - 10)

Open Spaces

5. **DEPARTMENTAL AND SERVICE COMMITTEE BUDGET ESTIMATES 2021/22**
Report of the Director of Open Spaces.

For Decision
(Pages 11 - 72)

City Gardens

6. **2021/22 EVENTS FEES AND CHARGES - CITY GARDENS**
Report of the Director of Open Spaces.

For Decision
(Pages 73 - 78)

7. **CITY GARDENS UPDATE**
Report of the Director of Open Spaces.

For Information
(Pages 79 - 124)

8. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
9. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREE SHOULD BE CONSIDERED**

Part 2 - Non-Public Agenda

10. **EXCLUSION OF THE PUBLIC**

MOTION: That under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part I of Schedule 12A of the Local Government Act.

For Decision

11. **NON-PUBLIC MINUTES**

To agree the non-public minutes of the previous meeting of the Open Spaces and City Gardens Committee held on the 2nd of December 2020.

For Decision
(Pages 125 - 126)

12. **FINSBURY CIRCUS REINSTATEMENT**

Report of the City Surveyor.

For Decision
(Pages 127 - 134)

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

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

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Agenda Item 3

OPEN SPACES AND CITY GARDENS Wednesday, 2 December 2020

Minutes of the meeting of the Open Spaces and City Gardens held remotely on
Wednesday, 2 December 2020 at 11.00 am

Present

Members:

Oliver Sells QC (Chairman)
Caroline Haines (Deputy Chairman)
Graeme Doshi-Smith
Alderman Ian Luder
Wendy Mead
Barbara Newman
Deputy John Tomlinson
Anne Fairweather (Ex-Officio Member)
Benjamin Murphy (Ex-Officio Member)

Officers:

Richard Holt	- Town Clerk's Department
Kristina Drake	- Town Clerk's Department
Sarah Phillips	- Remembrancer's Department
Philip Saunders	- Remembrancer's Department
Tim Jones	- Town Clerk's Department
Mark Jarvis	- Chamberlain's Department
James Gibson	- Chamberlain's Department
Edward Wood	- Comptroller and City Solicitor's Department
Patrick Hegarty	- Technical Manager, Open Spaces Department
Jake Tibbetts	- City Gardens Manager, Open Spaces Department
Martin Falder	- Open Spaces Department
Martin Rodman	- Superintendent, West Ham Park and City Gardens
Colin BATTERY	- Director of Open Spaces & Heritage
Patrick Hegarty	- Open Spaces Department
Gerry Kiefer	- Open Spaces Business Manager
Alison Bunn	- City Surveyor's Department
Alexandra Vastano	- Public Health Apprentice, Department of Community and Children's Services
Clarisse Tavin	- Department of the Built Environment

1. APOLOGIES

Apologies for absence were received from Karina Dostalova.

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

There were no declarations.

3. **MINUTES**

The Committee considered the public minutes of the Open Spaces and City Gardens Committee meeting held on the 13th of October 2020.

RESOLVED- That the public minutes of the Open Spaces and City Gardens Committee meeting held on the 13th of October 2020 be approved as an accurate record.

4. **BIODIVERSITY ACTION PLAN. CONSULTATION PROCESS AND TIMETABLE**

The Committee considered a report of the Director of Open Spaces on the Biodiversity Action plan.

RESOLVED- That the timetable of actions for the Biodiversity Action Plan consultation process, as set out in Table 1 of the report, be approved.

5. **DRAFT OPEN SPACES DEPARTMENT BUSINESS PLAN FOR 2021/22**

The Committee considered a report of the Director of Open Spaces on the Open Spaces Department Business Plan for 2021/22. The Director of Open Spaces highlighted the performance of the Department's KPIs and the new report template.

RESOLVED- That the high-level Departmental Business Plan for Open Spaces for 2021/22 be approved.

6. **OPEN SPACES DEPARTMENTAL RISK MANAGEMENT**

The Committee received a report of the Director of Open Spaces on the Open Spaces Departmental Risk Management.

A Member requested further information on the reduction of the risk OSD 005 Pests and diseases to Amber from Red. The Director of Open Spaces explained that the work undertaken by the Department to reduce this risk and that the seasonal effect that had reduced this risk. In addition, it was confirmed that, despite OPM's exponential growth, the Open Spaces Department was confident that the risk to the public was manageable.

Responding to a query from a Member the Director of Open Spaces explained that the engineer's report for the Wanstead Park Reservoirs had demonstrated that the project would not be as expensive as first thought, however, the Risk remained red.

RESOLVED- That the report be noted.

7. **CITY OF LONDON JOINT HEALTH AND WELLBEING STRATEGY REFRESH - UPDATE AND ENGAGEMENT**

The Committee received a report of the Director of Community and Children's Services on the City of London Joint Health and Wellbeing Strategy. The Director of Community and Children's Services introduced the report and noted the Strategy's connection to the Open Spaces.

RESOLVED- That the report be noted.

8. **DEPARTMENTAL BUSINESS PLAN 2020/21 - SIX MONTH PERFORMANCE UPDATE: APRIL TO SEPT 2020**

The Committee received a report of Director of Open Spaces on the Departmental Business Plan 2020/21 Six-month performance update for April to Sept 2020.

RESOLVED- That the report be noted.

9. **CITY GARDENS UPDATE**

The Committee received a report of the Director of Open Spaces on the City Gardens update. The report provided an update to Members on the management and operational activities across the City Gardens section since October 2020.

The Chairman highlighted the contribution of the City Gardens team which had been particularly important in 2020. The Deputy Chairman commented that social media would be utilised to recognise this contribution and that she was happy to liaise with Members on this matter.

The Committee discussed opportunities for Member visits to the City Gardens noting the requirements of social distancing rules. The Director of Open Spaces noted that options for arranging these visits, in both the short term and after the easing of the COVID restrictions, would be explored.

RESOLVED- That the report be noted.

10. **CULTURE MILE**

The Committee heard an update from the Culture Mile Manager on Culture Mile activities. The Culture Mile Manager outlined the key details of Culture Mile's proposals for the 2021-3 period, in line with the Culture Mile and City of London Corporation Cultural Strategy, and highlighted the connection to the City of London Corporation managed open spaces.

A Member disputed on the designation of an installation as a bench which was located in the Beech Street garden and noted her belief that an insufficient degree of consultation had been undertaken on its implementation. The Culture Mile Manager responded by confirming that, as with all projects, lessons would be learnt from any mistakes made and factored into future work. In addition, it was confirmed that the signs highlighted by the Member were temporary.

The Deputy Chairman thanked Officers for their work developing the Culture Mile Learning plan and requested that consideration be given to incorporating open spaces into this learning plan in future.

RESOLVED- That the update be noted.

11. **RESETTING OF DEPARTMENTAL BUDGETS 2020/21**

The Committee received the report of the Chamberlain on the Resetting of departmental Budgets 2020/21.

RESOLVED- That the report be noted.

12. **ST ALPHAGE GARDENS ENHANCEMENT**

The Committee received a report of the Director of the Built Environment on the St Alphage Gardens Enhancement project. The Chairman explained that the Streets and Walkways Sub-Committee had previously agreed this report.

The Committee commented on the improved situation at the site and commended Officers for their work.

RESOLVED- That the report be noted.

13. **PLANNING WHITE PAPER**

The Committee received a report of the Remembrancer on the Planning White Paper.

A Member requested further information on how the City of London Corporation would be providing its views on the Planning White Paper. The Remembrancer explained that the City of London Corporation would be providing a formal response on the White Paper to the Government, appropriate select committee and that it would be discussed at the Policy & Resources Committee Chair's meeting with the Minister for London.

The Chairman commented that he would not allow one inch of development on open space while he was Chairman of the Committee.

RESOLVED- That the report be noted.

14. **CWP 21/22 UPDATED BID REPORT**

The Committee considered a report of the City Surveyor on the CWP 21/22 Updated Bid Report.

A Member of the Committee asked if the reduced funding would continue beyond the 2021/22 year. Responding to this the City Surveyor confirmed that the reduced funding would only be for the year specified and was due to the impact of COVID on the City of London Corporation's finances.

RESOLVED- That the report be noted.

15. **SUMMARY OF KEY OPEN SPACES MEDIA COVERAGE: OCTOBER TO NOVEMBER 2020**

The Committee received a report of the Town Clerk on the Summary of key Open Spaces media coverage: October to November 2020. The Chairman noted that the increased media coverage of the Open Spaces was reflective of a busy year.

RESOLVED- That the report be noted.

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

There were no questions received in the public session.

17. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREE SHOULD BE CONSIDERED**

The Committee thanked Officers for their contributions over 2020 which, it was noted, had been an extremely challenging year.

18. **EXCLUSION OF THE PUBLIC**

MOTION: That under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part I of Schedule 12A of the Local Government Act.

19. **NON-PUBLIC MINUTES**

The Committee considered the non-public minutes of the Open Spaces and City Gardens Committee meeting held on the 13th of October 2020.

RESOLVED- That the non-public minutes of the Open Spaces and City Gardens Committee meeting held on the 13th of October 2020 be approved as an accurate record.

20. **DEBT ARREARS – INVOICED INCOME FOR PERIOD ENDING 30 SEPTEMBER 2020**

The Committee received a joint report of the Chamberlain and the Director of Open Spaces on the Debt Arrears Invoiced Income for Period Ending 30th September 2020.

RESOLVED- That the report be noted.

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

There were no questions considered in the non-public session.

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

There was no urgent business considered in the non-public session.

The meeting ended at 12.12 pm

Chairman

**Contact Officer: Richard Holt
Richard.Holt@cityoflondon.gov.uk**

Committee:	Date:
Open Spaces and City Gardens Committee – For Decision	12 February 2021
Subject: Open Spaces and City Gardens Committee- Terms of Reference	Public
Which outcomes in the City Corporation’s Corporate Plan does this proposal aim to impact directly?	3,8,10
Does this proposal require extra revenue and/or capital spending?	N/A
If so, how much?	N/A
What is the source of Funding?	N/A
Has this Funding Source been agreed with the Chamberlain’s Department?	N/A
Report of: Town Clerk	
Report author: Richard Holt – Town Clerk’s Department	

Summary

As part of the post-implementation review of the changes made to the City Corporation’s governance arrangements in 2011, it was agreed that all Committees should review their terms of reference annually. This is to enable any proposed changes to be considered in time for the annual reappointment of Committees by the Court of Common Council.

The terms of reference of the Open Spaces and City Gardens Committee are attached at Appendix 1 to this report for Members’ consideration.

Recommendations

It is recommended that:

- the terms of reference of the Open Spaces and City Gardens Committee, subject to any comments, be approved for submission to the Court of Common Council in April, and that any further changes required in the lead up to the Court’s appointment of Committees be delegated to the Town Clerk in consultation with the Chairman and Deputy Chairman; and
- Members consider whether any change is required to the frequency of the Committee’s meetings.

Appendices

- Appendix 1 – Terms of Reference

Richard Holt

Committee and Member Services Officer

Town Clerk's Department

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RUSSELL, Mayor

RESOLVED: That the Court of Common Council holden in the Guildhall of the City of London on Thursday 16th July 2020, doth hereby appoint the following Committee until the first meeting of the Court in April, 2021.

OPEN SPACES & CITY GARDENS COMMITTEE

1. **Constitution**

A Non-Ward Committee consisting of,

- eight 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 following ex-officio Members:-
 - the Chairman and Deputy Chairman of the Epping Forest & Commons Committee
 - the Chairman and Deputy Chairman of the Hampstead Heath, Highgate Wood & Queen's Park Committee

2. **Quorum**

The quorum consists of any five Members.

3. **Membership 2020/21**

- 8 (4) Barbara Patricia Newman, C.B.E.
- 4 (4) John Tomlinson, Deputy
- 10 (3) Ian David Luder J.P., Alderman
- 7 (3) Graeme Martyn Doshi-Smith
- 3 (2) Caroline Wilma Haines
- 10 (2) Wendy Mead, O.B.E.
- 1 (1) Karina Dostalova
- 4 (1) Oliver Sells, Q.C.

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

4. **Terms of Reference**

To be responsible for:-

- (a) The allocation of grants in relation to Open Spaces taking account of any views or recommendations expressed by the Epping Forest and Commons Committee, West Ham Park Committee or Hampstead Heath, Highgate Wood and Queen's Park Committee as relevant;

Open Spaces

- (b) dealing with, or making recommendations to the Court of Common Council where appropriate, all matters relating to the strategic management (e.g. policy, financial and staffing) of the City of London Corporation's open spaces where such matters are not specifically the responsibility of another Committee; and
- (c) the appointment of the Director of Open Spaces (in consultation with the Port Health and Environmental Services Committee);

City Open Spaces

- (d) the management and day-to-day administration of the gardens, churchyards and open spaces in the City under the control of the Common Council, together with Bunhill Fields Burial Ground;
- (e) arrangements for the planting and maintenance of trees and other plants and shrubs in open spaces and in footpaths adjacent to highways in the City;
- (f) advising on applications for planning permission relating in whole or in part to the gardens, churchyards or open spaces in the City under the control of the Common Council; and
- (g) the functions of the Common Council under the Local Government (Miscellaneous Provisions) Act 1976 to make safe by felling, or otherwise, dangerous trees in the City generally on receipt of notices served on the City of London Corporation in the circumstances set out in Section 23 of the Act and where trees are in danger of damaging property.

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Agenda Item 5

Committee(s)	Dated:
Open Spaces and City Gardens	12 February 2021
Subject: Departmental and Service Committee Budget Estimates 2021/22	Public
Which Outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly?	1,2,3,4,5,8,9,10,11 & 12
Does this proposal require extra revenue and/or capital spending?	No
If so, how much?	N/A
What is the source of funding?	N/A
Has the funding source been agreed with the Chamberlain's Department?	N/A
Report of: The Chamberlain Director of Open Spaces	For Decision
Report Author: Derek Cobbing	

Summary

This report presents for approval the budget estimates for the Open Spaces and City Gardens Committee for 2021/22, for subsequent submission to the Finance Committee. The Open Spaces and City Gardens Committee is the strategic overarching committee for all of the open spaces and whilst this report details the 2020/21 & 2021/22 estimates for the Directorate, City Gardens, and Bunhill Fields, summary estimates for all of the other open spaces (excluding Keat's House, Monument, Crematorium and Cemetery, and Tower Bridge which are reported to their respective committees) are also provided in paragraph 25 with detailed estimate reports for each committee in the appendices. The proposed budget for 2021/22 has been prepared within the resource envelope allocated to each Director by Resource Allocation Sub Committee, including the Department's Target Operating Model (TOM) efficiency savings of 12%.

Summary of Appendix 1 (Includes Local Risk, Central Risk, and Recharges/Support Services)	Original Budget (OR)	Latest Approved Budget	Original Budget (OR)	Movement
	2020/21 £000	2020/21 £000	2021/22 £000	2020/21 OR to 2021/22 OR £000
Net Local Risk	(2,783)	(2,423)	(2,518)	265
Net City Surveyor	(44)	(49)	(41)	3
Net Cyclical Works Programme	(334)	(96)	(450)	(116)

Summary of Appendix 1 (Includes Local Risk, Central Risk, and Recharges/Support Services)	Original Budget (OR)	Latest Approved Budget	Original Budget (OR)	Movement
	2020/21 £000	2020/21 £000	2021/22 £000	2020/21 OR to 2021/22 OR £000
Net Central Risk	-	(50)	(20)	(20)
Support Services	983	624	827	(156)
Total Net Expenditure	(2,178)	(1,994)	(2,202)	(24)

Overall the provisional Original budget for 2021/22 totals £2.202M, an increase of £24,000 compared with the original 2020/21 Budget. The local risk budget movements are due to the following:

- 12% savings (£317,000) to enable a balanced budget across the Corporation in the medium term,
- An increase in centrally funded apprentices' budgets £52,000,
- An increase in the Cyclical Works Programme (CWP) of £116,000, reasons are set out in paragraph 15 and Table 2 of the report.

More detail of the Summary Table and the savings made can be found in Appendix 1. A high-level overview of how the 12% savings are being met can be found in paragraph 11 of the report.

Recommendation

Members are asked to:

- review and approve the Directorate, Bunhill Fields and City Gardens proposed revenue budget for 2021/22 for submission to Finance Committee,
- review and approve the City Gardens and Bunhill Fields capital and supplementary revenue budgets for 2021/22 for submission to Finance Committee,
- note the provisional 2021/22 revenue budget for the services overseen by the other Open Space Service Committees (appendices 6 - 8),
- authorise the Chamberlain, in consultation with the Director of Open Spaces, to revise these budgets to allow for any further implications arising from Corporate Projects, the City's new Target Operating Model, and changes to the Cyclical Works Programme,

- v) agree that minor amendments for 2020/21 and 2021/22 budgets arising during budget setting to be delegated to the Chamberlain.

Main Report

Introduction

1. The City of London Corporation owns and manages almost 11,000 acres of historic and natural Open Spaces for public recreation and enjoyment. This includes City Gardens which is funded from the City Fund as part of the City Corporation's local authority functions. Bunhill Fields, the Learning Team and the Open Spaces Directorate which co-ordinates the management of the Department and works in co-operation with other Departments on cross service projects and corporate initiatives are funded through City's Cash.
2. This report sets out the proposed budgets for 2021/22 for these areas. The Revenue Budget management arrangements are to:
 - Provide a clear distinction between local risk, central risk, and recharge budgets.
 - Place responsibility for budgetary control on departmental Chief Officers.
 - Apply a cash limit policy to Chief Officers' budgets.
3. The budget has been analysed by the service expenditure and compared with the latest approved budget for the current year.
4. The report also compares the current year's budget with the forecast outturn.
5. As the strategic lead Committee for Open Spaces , the proposed budgets for Epping Forest, The Commons, West Ham Park, Hampstead Heath, Highgate Wood and Queens Park are attached (appendices 6 - 8) for information so that this Committee has an overview of the full financial position of the Open Spaces element of the Open Spaces Department.
6. The overall 2021/22 budget for Open Spaces (excluding Keat's House, Monument, Tower Bridge, and Cemetery & Crematorium) which include the Director of Open Spaces Local Risk, City Surveyor's Local Risk, Central Risk, and Recharges/Support Services is £16.319M.

Business Planning Priorities for 2021/22

7. The Open Spaces Department's business priorities for the forthcoming year have been set out in the 2021/22 business plan report which was approved by this Committee on 2 December 2020.

Proposed Revenue Budget for 2021/22

8. The proposed detailed Revenue Budget estimates for 2021/22 is shown at Appendix 1 analysed between:

- Local Risk Budgets – these are budgets deemed to be largely within the Chief Officer’s control.
- Central Risk Budgets – these are budgets comprising specific items where a Chief Officer manages the underlying service, but where the eventual financial outturn can be strongly influenced by external factors outside of his/her control or are budgets of a corporate nature (e.g. interest on balances and rent incomes from investment properties).
- Support Services and Capital Charges – these cover budgets for services provided by one activity to another. The control of these costs is exercised at the point where the expenditure or income first arises as local or central risk. Further analysis can be found in Appendix 2.

9. The provisional 2021/22 budgets, under the control of the Director of Open Spaces being presented to your Committee, have been prepared in accordance with guidelines agreed by the Policy & Resources and Finance Committees. These include continuing the implementation of the required budget reductions across both local and central risks, as well as the proper control of transfers of non-staffing budgets to staffing budgets.

10. For 2021/22 budgets include;

Local Risk

- 12% reduction of £317,000 agreed by Resource Allocation Sub Committee on 10th December 2020 reflecting a combination of savings between the new ‘Target Operation Model’, and additional savings to enable a balanced budget across the medium term. Of this saving, £147,000 is apportioned to City Gardens and Bunhill Fields, and £170,000 to the Directorate and Learning Team.
- 2% uplift for inflation offset by 2% efficiency savings (a flat cash position).
- An increase in centrally funded apprentices’ budgets £52,000.

11. To achieve the 12% savings and the increase in employee costs will be extremely challenging, Officers have considered any opportunities to generate additional income and reviewed where expenditure can be reduced.

i. Directorate and Learning

a) Income

There is very little opportunity for increasing income. Income is generated from schools paying to attend Learning activities. It is anticipated that as we move slowly out of the pandemic and schools rebuild their confidence in participating in outdoor learning, income levels will rise but is unlikely, in 2021, to achieve the same level of visits and income as in 2019.

b) Expenditure

With little opportunity to generate additional income, savings will have to be made through reduction in expenditure in the following areas:

- Direct employee costs – reduction in training budgets, holding vacant posts vacant,
- Reduction in the Directorate project budget,
- Reduction in Oak Processionary Moth budget.
- Unidentified savings – further savings required to achieve the allocated budget, but which have not yet been finalised.

ii. City Gardens and Bunhill Fields

a) Income

Unlike the larger parks and open spaces, the limited size and relative inaccessibility of the City Gardens means that opportunities to generate new income are very limited. The current and short-term impact of Covid-19 and resulting reduction in footfall in the Square Mile means that there is no opportunity to generate additional income from events and filming.

b) Expenditure

Only 20% of the City Gardens budget is not employee related. Therefore, to achieve the 12% savings the following budget reductions are required:

- a significant reduction in budget available for garden improvements and planting refurbishment.
- a complete restructure of the service and the way in which it is delivered. This will align with the new Target Operating Model (TOM) which has yet to be determined at the lower tiers. It is therefore likely that the full level of savings required from a restructure and service realignment will not be achieved in 2021/22.
- Savings not yet identified, that may arise within year.

iii. Key impacts arising from savings proposals

- By reducing the Directorate project budget, the opportunity to support small initiatives and projects that can have an immediate service improvement or efficiency saving will be much reduced. It will also reduce the Department's flexibility to support areas such as carry forward requests when not supported centrally.
- The City Gardens savings will have an impact on both the front and back-of-house services. It will also reduce our capacity to deliver projects, implement the biodiversity action plan and support volunteers. There will be a noticeable reduction in service quality. For example, officers may need to focus resources at the higher profile / higher footfall sites, e.g. St. Paul's Cathedral garden and Finsbury Circus, meaning that some of the more out-of-the-way gardens may be maintained less often.

12. Income, increases in income, and reductions in expenditure are now shown as positive balances, whereas brackets are used to denote expenditure, increases in expenditure, or shortfalls in income. An analysis of this Revenue Expenditure by

Service Managed is provided in Appendix 1. Only significant variances (generally those greater than £50,000) have been commented on in the following paragraphs.

13. Overall there is an increase of £24,000 for City Gardens, Bunhill Fields, and the Directorate between the 2020/21 original budget and the 2021/22 original budget. This movement is explained in the following paragraphs.

14. Analysis of the movement in staff related costs are shown in Table 1 below. Staffing levels have remained relatively stable between 2020/21 and 2021/22 budgets, this is due to holding vacancies and flexible retirement proposals within the current establishment. Committees will continue to work through proposals against the 12% savings and these will be revised once the Target Operating Model (TOM) is progressed through the year. The 12% savings in the budget showing as unidentified savings are to ensure flexibility to move people into the right roles as a result of the TOM. Staff savings have arisen from holding posts vacant.

Table 1 - Staffing statement	Original Budget 2020/21		Latest Approved Budget 2020/21		Original Budget 2021/22	
	Staffing Full-time equivalent	Estimated cost £000	Staffing Full-time equivalent	Estimated cost £000	Staffing Full-time equivalent	Estimated cost £000
Directorate/Learning Programme	13.00	(840)	13.75	(888)	12.8	(833)
City Gardens/Bunhill Fields	33.66	(1,461)	34.16	(1,478)	37.66	(1,571)
TOTAL EMPLOYEE COSTS	46.66	(2,301)	47.91	(2,366)	50.46	(2,404)

15. The increase of £113,000 from the 2020/21 Original Budget to the 2021/22 Original Budget in the City Surveyor (see Table 2 below) is within the Cyclical Works Programme (CWP). Originally it was anticipated that approximately 30% of the work would be completed in 2020/21 (year 1 of the programme). Given the COVID-19 pandemic a review has been undertaken by the City Surveyor's and the projects listed below are now identified to be undertaken in 2021/22.

- Open Spaces City Paved Areas Garden Churchyard £70,000
- Open Spaces City Conservation of Boundary Walls/Railings £33,500
- Open Spaces City Brickwall Repointing £6,000

TABLE 2 - CITY SURVEYOR LOCAL RISK			
Repairs and Maintenance	Original Budget 2020/21 £'000	Latest Approved Budget 2020/21 £'000	Original Budget 2021/22 £'000
Cyclical Works Programme			
Bunhill Fields	(301)	(96)	(340)
City Gardens	(33)	-	(110)
Directorate	-	-	-
	(334)	(96)	(450)
Planned & Reactive Works (Breakdown & Servicing)			
Bunhill Fields	(7)	(7)	(6)
City Gardens	(37)	(42)	(35)
Directorate	-	-	-
	(44)	(49)	(41)
Total City Surveyor	(378)	(145)	(491)

Potential Further Budget Developments

16. The provisional nature of the 2021/22 revenue budget recognises that further revisions may be required, including in relation to:

- Decisions on funding of the Cyclical Works Programme by the Resource Allocation Sub Committee.
- Budget adjustments to align with the new Target Operating Model.

Revenue Budget 2020/21

17. An in-year re-budgeting exercise has been undertaken corporately to assist in repairing the damage to the City's budgets arising from the Covid-19 pandemic. The 2020/21 latest approved budget has been decreased by £128,000 following Court of Common Council approval on 3 December 2020. Further budget adjustments included in the 2020/21 latest approved budget are £6,000 in lieu of contribution pay, an allocation of £190,000 from the Directorate across the Department to fund unsuccessful 2019/20 carry forward bids for delayed delivery of goods due to COVID-19, an allocation of £63,000 from the Directorate across the Department to cover Oak Processionary Moth costs, an allocation of £65,000 from the Corporate Covid fund to help with the cost of additional health and safety equipment and changes to public reception areas due to COVID-19 and an additional resource of £13,000 has been given to support the apprentice programme. The forecast outturn for the current year is in line with the latest approved budget of £1.994M. Movement of the Local Risk Budgets from the 2020/21 Original Budget to the 2020/21 Latest Approved Budget can be found in Appendix 4.

Draft Capital and Supplementary Revenue Budgets

18. The latest estimated costs for the Committee's current approved capital and supplementary revenue projects are summarised in the Table below.

Service Managed	Project	Exp. Pre 01/04/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000	Total £'000
CITY FUND						
	<u>Pre-implementation</u>					
City Gardens	Finsbury Circus Reinstatement	-	(199)	-	-	(199)
	<u>Authority to start work</u>					
City Gardens	St Botolph's Ball Court	(86)	-	(45)	-	(131)
City Gardens	St Mary At Hill Churchyard	(135)	-	(335)	-	(470)
TOTAL OPEN SPACES & CITY GARDENS		(221)	(199)	(380)	-	(800)

19. Pre-implementation costs comprise feasibility and option appraisal expenditure which has been approved in accordance with the project procedure, prior to authority to start work. Accordingly, the figures for Finsbury Circus currently exclude the implementation costs.
20. The enhancement of facilities at St Botolph's Ball Court have been deferred pending negotiations on a new maintenance agreement.
21. Work at St Mary at Hill Churchyard has been deferred due to access issues.
22. The latest Capital and Supplementary Revenue Project expenditure on approved schemes will be presented to the Court of Common Council for formal approval in March 2021.

Estimates Summary of all Open Spaces.

23. The table below gives a summary overview of all the Open Spaces estimates which have or will be reported to their respective committee (excluding Keat's House, Monument, Tower Bridge, and the Crematorium & Cemetery).

Summary of all Open Spaces. (Includes Local Risk, Central Risk, and Recharges/Support Services)	Original Budget (OR) 2020/21 £000	Latest Approved Budget 2020/21 £000	Original Budget (OR) 2021/22 £000	Movement 2020/21 OR to 2021/22 OR £000
Expenditure				
Open Spaces & City Gardens	(3,789)	(3,246)	(3,652)	137
West Ham Park	(1,230)	(1,287)	(1,180)	50
Epping Forest	(6,812)	(6,596)	(5,747)	1,065
The Commons	(2,555)	(2,739)	(2,333)	222
Hampstead Heath, Highgate Wood & Queens Park	(9,223)	(9,084)	(8,298)	925
Income				
Open Spaces & City Gardens	628	628	623	(5)
West Ham Park	262	262	322	60
Epping Forest	2,004	2,004	2,082	78
The Commons	380	380	520	140
Hampstead Heath, Highgate Wood & Queens Park	3,196	3,181	3,646	450
Support Services				
Open Spaces & City Gardens	983	624	827	(156)
West Ham Park	(288)	(273)	(274)	14
Epping Forest	(1,187)	(1,134)	(1,074)	113
The Commons	(380)	(359)	(336)	44
Hampstead Heath, Highgate Wood & Queens Park	(1,694)	(1,498)	(1,445)	249
Total Net Expenditure	(19,705)	(19,137)	(16,319)	3,386

Corporate & Strategic Implications

24. The Department's activity delivers ten of the twelve Corporate Plan outcomes, across all three of the Corporate Plan aims.

Contribute to a flourishing society

- People are safe and feel safe.
- People enjoy good health and wellbeing.
- People have equal opportunities to enrich their lives and reach their full potential.
- Communities are cohesive and have the facilities they need.

Support a thriving economy

- Businesses are trusted and socially and environmentally responsible.
- We have access to the skills and talent we need.

Shape outstanding environments

- We are digitally and physically well-connected and responsive.
- We inspire enterprise, excellence, creativity and collaboration.
- We have clean air, land and water and a thriving and sustainable natural environment.
- Our spaces are secure, resilient and well-maintained.

Risk Implications

25. A reduction in frequency of grounds maintenance and hence quality of service may result in negative reputational feedback from the residents, workers, visitors and media.

Climate Implications

26. Capital funding has been approved as part of the overall Climate Action Strategy to support the work to increase co2 sequestration through land management and innovative working, which will contribute to 100% reduction target of City of London scope 1 and 2 emissions by 2025. This funding is for the whole Department but initially focusses on the buffer land at Epping Forest.

Public sector equality duty

27. Should the capital projects be approved for funding it will significantly improve the service and experience provided to our local communities. Where capital funded projects are approved for progress or new policies and strategies developed, we will undertake 'tests of relevance' and where appropriate, Equality Analysis. Our fees and charges are annually benchmarked with neighbouring facilities, but we will continue to informally assess any negative impact on protected characteristic groups.

Conclusion

28. This report presents the Capital and Revenue budget estimates for 2021/22 for the Open Spaces and City Gardens Committee for Members to consider and approve.

Appendices

- Appendix 1 – Budget estimates 2021/22
- Appendix 2 – Support Services and Capital Charges
- Appendix 3 – Capital Project Bids for 2021/22
- Appendix 4 – Movement in Local Risk Budgets 2020/21 OR to 2020/21 Latest Approved Budget
- Appendix 5 – Movement in Local Risk Budgets 2020/21 OR to 2021/22 Original Budget
- Appendix 6 – Estimate Report (Epping Forest and The Commons)
- Appendix 7 – Estimate Report (Hampstead Heath, Highgate Wood & Queen's Park)
- Appendix 8 – Estimate Report (West Ham Park)

Background information

- Report 2021/22 Budget setting update; Resource Allocation Sub Committee 10th December 2020

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Appendix 1

CITY GARDENS, BUNHILL FIELDS AND DIRECTORATE SUMMARY – ALL FUNDS							
Analysis of Service Expenditure	Local or Central Risk	Actual 2019-20 £'000	Original Budget 2020-21 £'000	Latest Approved Budget 2020-21 £'000	Original Budget 2021-22 £'000	Movement 20-21OR to 21-22OR £'000	Paragraph Reference
EXPENDITURE							
Employees	L	(2,155)	(2,301)	(2,320)	(2,404)	(103)	a)
Employees	C	(35)	-	(46)	-	-	
Premises Related Expenses	L	(227)	(242)	(250)	(246)	(4)	
Premises Related Expenses	C	(12)	-	-	-	-	
R & M (City Surveyor's Local Risk)	L	(35)	(44)	(49)	(41)	3	
Cyclical Works Programme	L	(155)	(334)	(96)	(450)	(116)	b)
Transport Related Expenses	L	(57)	(45)	(45)	(45)	-	
Supplies & Services	L	(431)	(312)	(326)	(279)	33	
Supplies & Services	C	(26)	-	(4)	(20)	(20)	
Third Party Payments	L	(64)	(45)	(45)	(45)	-	
Contingencies	L	-	(466)	(193)	(333)	133	c)
Resetting of departmental budgets	L	-	-	128	-	-	
Unidentified Savings	L	-	-	-	211	211	d)
Total Expenditure		(3,197)	(3,789)	(3,246)	(3,652)	137	
INCOME							
Government Grants	L	15	-	-	-	-	
Other Grants, Reimbursements and Contributions – (Section 106/Rechargeable Works)	L	154	148	148	155	7	
Other Grants, Reimbursements and Contributions	C	11	-	-	-	-	
Customer, Client Receipts	L	373	415	415	403	(12)	
Transfer from Reserves (S106)	L	40	-	-	-	-	
Transfer from Reserves	C	1	-	-	-	-	
Recharges to Capital Projects	L	8	65	65	65	-	
Total Income		602	628	628	623	(5)	
TOTAL EXPENDITURE BEFORE SUPPORT SERVICES AND CAPITAL CHARGES		(2,595)	(3,161)	(2,618)	(3,029)	132	
SUPPORT SERVICES							
Central Support and Capital Charges		(687)	(553)	(579)	(605)	(52)	*
Recharges within Fund (Directorate Recharges)		446	615	468	585	(30)	
Recharges within Fund (Learning Recharges)		318	395	312	348	(47)	
Recharges Across Funds (Directorate Recharges)		308	416	313	389	(27)	
Recharges to Finance Committee (Corporate and Democratic Core)		118	110	110	110	-	
Total Support Services		503	983	624	827	(156)	
TOTAL NET EXPENDITURE		(2,092)	(2,178)	(1,994)	(2,202)	(24)	

* This is made up of smaller (under £50,000) increases and decreases in Central Support and Capital Charges.

- The £103,000 increase is mainly due to a provision of potential pay awards, incremental progression and an additional resource of £52,000 to support the apprentice programme at City Gardens.
- The £116,000 increase in the Cyclical Works Programme is explained in paragraph 15.
- The reduction of £133,000 in Contingencies budget is explained in paragraph 11.
- A £211,000 reduction has been incorporated to reflect savings required which are under review by the Superintendent and Director of Open Spaces in order to meet the departments 12% savings target. Savings are not yet progressed to a stage where they can be detailed in this report.

Appendix 2

Support Services & Capital Charges from/to Open Spaces & City Gardens Committee	Actual 2019-20 £'000	Original Budget 2020-21 £'000	Latest Approved Budget 2020-21 £'000	Original Budget 2021-22 £'000	Movement 2020-21 OR to 2021-22 OR £'000	Paragraph Reference
Support Services						
Central Recharges-						
City Surveyor's Employee Recharge	(71)	(64)	(64)	(59)	5	
Admin Buildings	(86)	(94)	(94)	(84)	10	
Insurance	(16)	(17)	(17)	(16)	1	
I.S.Recharges - Chamberlain	(106)	(97)	(97)	(92)	5	
Capital Charges	(26)	-	(26)	(20)	(20)	
Support Services-						
Chamberlain (inc CLPS recharges)	(154)	(146)	(146)	(132)	14	
Comptroller and City Solicitor	(91)	(9)	(9)	(74)	(65)	a)
Town Clerk	(78)	(65)	(65)	(66)	(1)	
City Surveyor	(59)	(61)	(61)	(62)	(1)	
Total Support Services & Capital Charges	(687)	(553)	(579)	(605)	(52)	
Recharges Within Fund						
Directorate Recharges	446	615	468	585	(30)	
Learning Recharges	318	395	312	348	(47)	
Corporate and Democratic Core	118	110	110	110	-	
Total Recharges Within Fund	882	1,120	890	1,043	(77)	
Recharges Across Funds						
Directorate Recharges	308	416	313	389	(27)	
Total recharges Across Funds	308	416	313	389	(27)	
Total Support Services & Capital Charges	503	983	624	827	(156)	

- a) The increase of £65,000 in Support Services - Comptroller and City Solicitor charges is due to an anticipated increase in the demand for legal advice.

Appendix 3

Capital Project bids for 2021/22

Project – Carbon Sequestration Project (Climate Action Strategy) £2,120,000 over 6 years

Status - Green – Recommended for approval

(This project is for the whole Department, although the majority of the initial spend will be at Epping Forest on the buffer land).

Project – Tower Hill Play Area Replacement Project - £120,000

Status - Green – Recommended for approval

Appendix 4

Movement between the 2020/21 Original Budget and the 2020/21 Latest Approved Budget

Open Spaces and City Gardens	£000
Original Net Local Risk Budget (Director of Open Spaces & City Surveyor)	(2,827)
Director of Open Spaces	
Contribution Pay	(6)
Apprentices – centrally funded	(13)
Resetting of departmental Budgets 2020/21 due to COVID-19 pandemic	128
Allocation from the Corporate COVID-19 fund to the Directorate	(65)
Allocation from the Directorate to fund COVID-19 related costs	63
Allocation from the Directorate to fund unsuccessful 2019/20 carry forward bids	190
Allocation from the Directorate to cover Oak Processionary Moth (OPM) costs	63
City Surveyor	
Planned & Reactive Works including Cleaning	(5)
Latest Approved Net Local Risk Budget (Director of Open Spaces & City Surveyor)	(2,472)

Appendix 5

Movement between the 2020/21 Original Budget and the 2021/22 Original Budget

Open Spaces and City Gardens	£000
Original Net Local Risk Budget (Director of Open Spaces & City Surveyor)	(2,827)
Director of Open Spaces	
Apprentices - centrally funded	(52)
2% inflation uplift	(52)
2% efficiency saving	52
12% resource savings adjustment	317
City Surveyor	
Planned & Reactive Works including Cleaning	3
Original Net Local Risk Budget (Director of Open Spaces & City Surveyor)	(2,559)

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Committee(s)	Dated:
Epping Forest and Commons	18 January 2021
Subject: Departmental and Service Committee Budget Estimates 2021/22	Public
Which Outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly?	1,2,3,4,5,8,9,10,11 & 12
Does this proposal require extra revenue and/or capital spending?	No
If so, how much?	N/A
What is the source of funding?	N/A
Has the funding source been agreed with the Chamberlain's Department?	N/A
Report of: The Chamberlain Director of Open Spaces	For Decision
Report Author: Derek Cobbing	

Summary

This report presents for approval the budget estimates for the Epping Forest and Commons Committee for 2021/22, for subsequent submission to the Finance Committee. The budgets have been prepared within the resources allocated to the Director and the table below summarises.

The proposed budget for 2021/22 has been prepared within the resource envelope allocated to each Director by Resource Allocation Sub Committee, including the Department's Target Operating Model (TOM) efficiency savings of 12%.

Summary of Table 1 Epping Forest & The Commons (Includes Local Risk, Central Risk, and Recharges/Support Services)	Original Budget (OR) 2020/21 £000	Latest Approved Budget 2020/21 £000	Original Budget (OR) 2021/22 £000	Movement 2020/21 OR to 2021/22 OR £000
Net Local Risk	(4,352)	(4,519)	(3,757)	595
Net City Surveyor	(475)	(531)	(465)	10
Net Cyclical Works Programme	(1,607)	(1,127)	(795)	812
Net Central Risk	(549)	(774)	(461)	88
Support Services	(1,567)	(1,493)	(1,410)	157
Total Net Expenditure	(8,550)	(8,444)	(6,888)	1,662

Overall, the provisional Original budget for 2021/22 totals £6.888M, a decrease of £1.662M compared with the original 2020/21 Budget. Of this, £595,000 is due to reductions in local risk as a result of the following:

- 12% savings (£523,000) to enable a balanced budget across the medium term,
- A reduction in centrally funded apprentices budgets (£72,000).

In addition, there was a reduction in the Cyclical Works Programme (CWP) of £812,000 where Covid-19 has led to a reduced bid for reasons set out in paragraph 12 and Table 3 of the report and reductions in Support Services and recharges of £157,000. More detail of the Summary Table and the savings made can be found in Table 1 within Appendix 1. A high level overview of how the 12% savings are being met can be found in paragraph 9 of the report.

Recommendation

Members are asked to:

- review and approve the Epping Forest proposed revenue budget for 2021/22 for submission to Finance Committee,
- review and approve The Commons proposed revenue budgets for 2021/22 for submission to Finance Committee,
- review and approve the Epping Forest capital and supplementary revenue project budgets for 2021/22 for submission to Finance Committee,
- review and approve The Commons capital and supplementary revenue project budgets for 2021/22 for submission to Finance Committee,

- v) authorise the Chamberlain, in consultation with the Director of Open Spaces to revise these budgets to allow for any further implications arising from, Corporate Projects, the City's new Target Operating Model, and changes to the Cyclical Works Programme;
- vi) agree that minor amendments for 2020/21 and 2021/22 budgets arising during budget setting be delegated to the Chamberlain,

Main Report

Introduction

1. The City of London Corporation owns and manages almost 11,000 acres of historic and natural Open Spaces for public recreation and enjoyment. This includes Epping Forest, City Commons, Burnham Beeches and Stoke Common which are registered charities and are funded from City's Cash. They are run at no cost to the communities that they serve, as they are funded principally by the City, together with donations, sponsorship, grants and trading income.
2. This report sets out the proposed budgets for 2021/22 for these areas. The Revenue Budget management arrangements are to:
 - Provide a clear distinction between local risk, central risk, and recharge budgets.
 - Place responsibility for budgetary control on departmental Chief Officers.
 - Apply a cash limit policy to Chief Officers' budgets.
3. The budget has been analysed by the service expenditure and compared with the latest approved budget for the current year.
4. The report also compares the current year's budget with the forecast outturn.
5. The overall 2021/22 budget for Epping Forest & The Commons which include the Director of Open Spaces Local Risk, City Surveyor's Local Risk, Central Risk, and Recharges/Support Services is £6.888M, this is a decrease of £1.662M when compared with the 2020/21 Original Budget.

Business Planning Priorities for 2021/22

6. The Open Spaces Departments business priorities for the forthcoming year have been set out in the 2021/22 business plan report which was approved by the Open Spaces Committee on 2 December 2020 and will be presented to this Committee 'for information' on 18 January 2021.

Proposed revenue budget for 2021/22

7. This report presents, at Appendix 1, the budget estimates for 2021/22 for the Epping Forest and Commons Committee analysed between;
 - Local Risk Budgets - these are budgets deemed to be largely within the Chief Officer's control.

- Central risk budgets – these are budgets comprising specific items where a Chief Officer manages the underlying service, but where the eventual financial outturn can be strongly influenced by external factors outside of his/her control or are budgets of a corporate nature (e.g. interest on balances and rent incomes from investment properties).
 - Support Services and Capital Charges - these cover budgets for services provided by one activity to another. The control of these costs is exercised at the point where the expenditure or income first arises as local or central risk. Further analysis can be found in Appendix 2.
8. The provisional 2021/22 budgets, under the control of the Director of Open Spaces being presented to your Committee, have been prepared in accordance with guidelines agreed by the Policy & Resources and Finance Committees. These include continuing the implementation of the required budget reductions across both local and central risks, as well as the proper control of transfers of non-staffing budgets to staffing budgets.

For 2021/22 budgets include.

Local Risk

- 12% reduction of £523k agreed by Resource Allocation Sub Committee on 10th December 2020 reflecting a combination of savings between the new 'Target Operating Model', and additional savings to enable a balanced budget across the medium term.
 - 2% uplift for inflation offset by 2% efficiency savings (a flat cash position)
9. To achieve the 12% savings and the increase in employee costs, officers have planned a mixture of expenditure reduction and an increase in income generation.

Income generation will be increased in the following areas:

- Both divisions will seek to increase income from fees and charges (reports are brought to this Committee for approval). Epping Forest will see the introduction of car parking charges across the majority of Forest car parks which should provide a positive income stream in 2021/22 and future years, alongside the revaluation of commercial wayleaves and an increase in charges for contractors compounds and works to install new utilities. The Commons will see the expansion to weekly parking charging at Burnham Beeches and the introduction of charges at selected South London commons.

Expenditure will be reduced in the following areas:

- Direct employee costs – holding posts vacant.
 - Grounds Maintenance – a reduction in this area at the Commons.
 - Unidentified savings - savings required to achieve the allocated budget but which have not yet been finalised.
10. Income, increases in income, and reductions in expenditure are shown as positive balances, whereas brackets will be used to denote expenditure, increases in

expenditure, or shortfalls in income. Only significant variances (generally those greater than £50,000) have been commented on and are referenced in the relevant table. Overall there is a decrease of £1.656M (£1.250M Epping Forest, £406,000 The Commons) between the 2020/21 original budget and the 2021/22 original budget. The movement is explained in the following paragraphs.

11. Analysis of the movement in staff related costs are shown in Table 2 below. Staffing levels have remained relatively stable between 2020/21 and 2021/22 budgets, this is due to holding vacancies and flexible retirement proposals within the current establishment. Committees will continue to work through proposals against the 12% savings and these will be revised once the TOM is progressed through the year. The 12% savings in the budget showing as unidentified savings are to ensure flexibility to move people into the right roles as a result of the TOM. Staff savings have arisen from holding posts vacant.

Table 2 - Staffing statement	Original Budget		Latest Approved Budget		Original Budget	
	2020/21		2020/21		2021/22	
	Staffing Full-time equivalent	Estimated cost £000	Staffing Full-time equivalent	Estimated cost £000	Staffing Full-time equivalent	Estimated cost £000
Epping Forest	75.73	(3,221)	75.73	(3,394)	69.79	(3,163)
The Commons	36.18	(1,491)	36.18	(1,568)	33.18	(1,469)
Total Epping Forest and Commons	111.91	(4,712)	111.91	(4,962)	102.97	(4,632)

12. Given the Covid-19 pandemic a review has been undertaken of the corporate CWP bid for 21/22 and it has been significantly reduced. Only Health & Safety related projects will now be undertaken in 21/22 which has reduced the overall corporate CWP bid list down from £12M to £4M, this reduction allows for the City to make savings to help its immediate financial pressures and for the project delivery team to catch up after a period of non-activity at the start of the Covid-19 pandemic and lockdown.

TABLE 3 - CYCLICAL WORKS PROGRAMME & CITY SURVEYOR LOCAL RISK (EPPING FOREST)			
Repairs and Maintenance (including cleaning)	Original Budget 2020/21 £'000	Latest Approved Budget 2020/21 £'000	Original Budget 2021/22 £'000
Cyclical Works Programme			
Epping Forest	(1,250)	(743)	(569)
	(1,250)	(743)	(569)
Planned & Reactive Works (Breakdown & Servicing – City Surveyor Local Risk)			
Epping Forest	(243)	(299)	(241)
	(243)	(299)	(241)
Cleaning (City Surveyor Local Risk)			
Epping Forest	(44)	(44)	(44)
	(44)	(44)	(44)
Total Cyclical Works Programme & City Surveyor	(1,537)	(1,086)	(854)

TABLE 3 – CYCLICAL WORKS PROGRAMME & CITY SURVEYOR LOCAL RISK (THE COMMONS)			
Repairs and Maintenance (including cleaning)	Original Budget 2020/21 £'000	Latest Approved Budget 2020/21 £'000	Original Budget 2021/22 £'000
Cyclical Works Programme			
Ashtead Common	(35)	(39)	(22)
West Wickham	(223)	(113)	(198)
Burnham Beeches	(99)	(232)	(6)
Stoke Common	-	-	-
	(357)	(384)	(226)
Planned & Reactive Works (Breakdown & Servicing – City Surveyor Local Risk)			
Ashtead Common	(6)	(6)	(5)
West Wickham	(51)	(51)	(49)
Burnham Beeches	(115)	(115)	(110)
Stoke Common	-	-	-
	(172)	(172)	(164)
Cleaning (City Surveyor Local Risk)			
Ashtead Common	-	-	-
West Wickham	(11)	(11)	(11)
Burnham Beeches	(5)	(5)	(5)
Stoke Common	-	-	-
	(16)	(16)	(16)
Total Cyclical Works Programme & City Surveyor	(545)	(572)	(406)

Potential Further Budget Developments

13. The provisional nature of the 2021/22 revenue budget recognises that further revisions may be required, including in relation to:

- Decisions on funding of the Cyclical Works Programme by the Resource Allocation Sub-Committee.
- Budget adjustments to align with the new Target Operating Model.

Revenue Budget 2020/21

14. An in-year re-budgeting exercise has been undertaken corporately to assist in repairing the damage to the City's budgets arising from the Covid-19 pandemic. The 2020/21 latest approved budget (The Commons) has been increased by £25,000 following Court of Common Council approval on 3 December 2020. Further budget adjustments included in the 2020/21 latest approved budget are £31,000 in lieu of contribution pay, an allocation of £42,000 from the Directorate to fund unsuccessful 2019/20 carry forward bids for delayed delivery of goods due to COVID-19, an allocation of £25,000 from the Corporate COVID fund to help with the cost of additional health and safety equipment and changes to public reception areas due to COVID-19 and an allocation of £44,000 from the Directorate to cover Oak Processionary Moth costs. The forecast outturn for the current year is in line with the latest approved budget of £8.444M. Movement of the Local Risk Budgets from the 2020/21 Original Budget to the 2020/21 Latest Approved Budget can be found in Appendix 4.

Draft Capital and Supplementary Revenue Project budgets for 2021/22

15. The latest estimated costs of the Committee's current approved Capital and Supplementary revenue projects are summarised in the Table below.

EPPING FOREST

Service Managed	Project	Exp. Pre 01/04/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000	Later Years £'000	Total £'000
<u>Pre-implementation</u>							
Epping Forest	Baldwins & Birch Hall Park Ponds	55	202	47	-	-	304
	Wanstead Park Ponds Project	17	173	-	-	-	190
<u>Authority to start work granted</u>							
	Great Gregories Farm Over-wintering Facility	233	4	-	-	-	237
TOTAL EPPING FOREST		305	379	47	0	0	731

THE COMMONS

Service Managed	Project	Exp. Pre 01/04/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000	Later Years £'000	Total £'000
<u>Authority to start work granted</u>							
City Commons	Kenley Revival	982	18	178	-	-	1178
	Car Park Charging	-	125	-	-	-	125
TOTAL CITY COMMONS		982	143	178	-	-	1,303

- i. Pre-implementation costs comprise feasibility/option appraisal expenditure which has been approved in accordance with the project procedure, prior to authority to start work.
- ii. Therefore the above figures do not include the cost of implementing the Baldwins and Birch Hall Park and Wanstead Park Ponds projects which are subject to further gateway approvals.
- iii. The latest Capital and Supplementary Revenue Project forecast expenditure on approved schemes will be presented to the Court of Common Council for formal approval in March 2021.

Corporate & Strategic Implications

16. The Department's activity delivers ten of the twelve Corporate Plan outcomes, across all three of the Corporate Plan aims.

Contribute to a flourishing society

1. People are safe and feel safe.
2. People enjoy good health and wellbeing.
3. People have equal opportunities to enrich their lives and reach their full potential.
4. Communities are cohesive and have the facilities they need.

Support a thriving economy

5. Businesses are trusted and socially and environmentally responsible.
8. We have access to the skills and talent we need.

Shape outstanding environments

9. We are digitally and physically well-connected and responsive.
10. We inspire enterprise, excellence, creativity and collaboration.
11. We have clean air, land and water and a thriving and sustainable natural environment.
12. Our spaces are secure, resilient and well-maintained.

Security implications

15. None

Public sector equality duty

16. Should the capital projects be approved for funding it will significantly improve the service and experience provided to our local communities. Where capital funded projects are approved for progress or new policies and strategies developed, we will undertake 'tests of relevance' and where appropriate, Equality Analysis. Our fees and charges are annually benchmarked with neighbouring facilities, but we will continue to informally assess any negative impact on protected characteristic groups.

Conclusion

17. This report presents the Revenue and Capital budget estimates for 2021/22 for the Epping Forest and Commons Committee for Members to consider and approve.

Appendices

- Appendix 1 – Budget estimates 2021/22 Table 1
- Appendix 2 – Support Services and Capital Charges
- Appendix 3 – Capital Project Bids for 2021/22
- Appendix 4 – Original Local Risk 2020/21 budget to Latest Approved 2020/21 Local Risk Budget
- Appendix 5 – Original 2020/21 Local Risk Budget to Original Local Risk 2021/22 budget

Background information

- Report 2021/22 Budget setting update; Resource Allocation Sub Committee
10th December 2020

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Appendix 1 (Epping Forest)

Analysis of Service Expenditure	Local or Central Risk	Actual 2019-20 £'000	Original Budget 2020-21 £'000	Latest Approved Budget 2020-21 £'000	Original Budget 2021-22 £'000	Movement 20-21OR to 21-22OR £'000	Paragraph Reference
EXPENDITURE							
Employees	L	(2,934)	(3,181)	(3,203)	(3,163)	18	
Employees	C	(19)	(40)	(191)	-	40	
Premises Related Expenses	L	(583)	(1,002)	(1,020)	(725)	277	a)
Premises Related Expenses	C	(72)	-	-	-	-	
City Surveyor's Local Risk inc cleaning	L	(383)	(287)	(343)	(285)	2	
Cyclical Works Programme	L	(820)	(1,250)	(743)	(569)	681	b)
Transport Related Expenses	L	(121)	(209)	(236)	(209)	-	
Supplies & Services	L	(633)	(374)	(391)	(372)	2	
Supplies & Services	C	(2)	-	-	-	-	
Unidentified Savings	L	-	-	-	31	31	
Transfer to Reserves	L	(47)	-	-	-	-	
Capital Charges- Depreciation	C	(469)	(469)	(469)	(455)	14	
Total Expenditure		(6,083)	(6,812)	(6,596)	(5,747)	1,065	
INCOME							
Government Grants	L	127	768	768	444	(324)	c)
Other Grants, Reimbursements and Contributions	L	4	15	15	3	(12)	
Customer, Client Receipts	L	1,183	1,203	1,203	1,617	414	d)
Customer, Client Receipts	C	2	-	-	-	-	
Investment Income	C	3	18	18	18	-	
Transfer from Reserves	L	135	-	-	-	-	
Total Income		1,454	2,004	2,004	2,082	78	
TOTAL (EXPENDITURE) BEFORE SUPPORT SERVICES		(4,629)	(4,808)	(4,592)	(3,665)	1,143	
SUPPORT SERVICES							
Central Support		(897)	(954)	(954)	(851)	103	e)
Recharges within Fund		(152)	(221)	(169)	(212)	9	
Recharge across Fund		-	(12)	(11)	(11)	1	
Total Support Services		(1,049)	(1,187)	(1,134)	(1,074)	113	
TOTAL NET (EXPENDITURE)		(5,678)	(5,995)	(5,726)	(4,739)	1,256	

- a) The £277,000 reduction in premises related expenditure is due to a reduction in css grant related expenditure.
- b) The £681,000 reduction in Cyclical Works is explained in paragraph 12.
- c) The reduction of £324,000 in Government Grant is due to the transition to the new 10 YR CSS scheme.
- d) The £414,000 increase in Customer & Client Receipts is mainly due to a £205,000 increase in car park income to meet savings, and a £204,000 increase in Rental income.
- e) The £113,000 reduction in Central Support costs are to reflect the 12% savings and to allow for changes associated with the new target operating model.

Appendix 1 (The Commons)

Analysis of Service Expenditure	Local or Central Risk	Actual 2019-20 £'000	Original Budget 2020-21 £'000	Latest Approved Budget 2020-21 £'000	Original Budget 2021-22 £'000	Movement 20-21OR to 21-22OR £'000	Paragraph Reference
EXPENDITURE							
Employees	L	(1,250)	(1,461)	(1,470)	(1,469)	(8)	
Employees	C	(40)	(30)	(98)	-	30	
Premises Related Expenses	L	(405)	(302)	(334)	(262)	40	
Premises Related Expenses	C	(5)	-	-	-	-	
City Surveyor's Local Risk inc cleaning	L	(243)	(188)	(188)	(180)	8	
Cyclical Works Programme	L	(388)	(357)	(384)	(226)	131	a)
Transport Related Expenses	L	(150)	(59)	(59)	(51)	8	
Supplies & Services	L	(238)	(129)	(146)	(133)	(4)	
Supplies & Services	C	(39)	-	-	-	-	
Third Party Payments	L	(15)	(1)	(1)	(1)	-	
Transfer to Reserves – Livestock	L	6	-	-	-	-	
Resetting of departmental budgets 2020/21	L	-	-	(25)	-	-	
Unidentified savings	L	-	-	-	13	13	
Capital Charges- Depreciation	C	(28)	(28)	(34)	(24)	4	
Total Expenditure		(2,795)	(2,555)	(2,739)	(2,333)	222	
INCOME							
Government Grants	L	254	198	198	131	(67)	b)
Other Grants, Reimbursements and Contributions	L	36	9	9	4	(5)	
Other Grants, Reimbursements and Contributions	C	39	-	-	-	-	
Customer, Client Receipts	L	183	173	173	385	212	c)
Investment Income	L	1	-	-	-	-	
Total Income		513	380	380	520	140	
TOTAL (EXPENDITURE) BEFORE SUPPORT SERVICES		(2,282)	(2,175)	(2,359)	(1,813)	362	
SUPPORT SERVICES							
Central Support		(309)	(323)	(323)	(285)	38	
Recharges within Fund		(28)	(57)	(36)	(51)	6	
Total Support Services		(337)	(380)	(359)	(336)	44	
TOTAL NET (EXPENDITURE)		(2,619)	(2,555)	(2,718)	(2,149)	406	

a) The £131,000 reduction in the Cyclical Works Programme is explained in paragraph 12.

b) The £67,00 reduction in income is due to the transition to the new 10 YR CSS Scheme

c) The increase of £212,000 is mainly due to an expected increase of £91,000 in car park income at West Wickham, Rent for Farthing Down Barn and 90 Kenley Lane (£32,000), and £70,000 income from car parking at Burnham Beeches.

Appendix 2 (Epping Forest)

Support Services from/to Epping Forest	Actual 2019-20 £'000	Original Budget 2020-21 £'000	Latest Approved Budget 2020-21 £'000	Original Budget 2021-22 £'000	Movement 2020-21OR to 2021-22OR £'000	Paragraph Reference
Support Services						
Central Recharges-						
City Surveyor's Employee Recharge	(285)	(309)	(309)	(291)	18	
Insurance	(79)	(85)	(85)	(86)	(1)	
I.S.Recharges - Chamberlain	(172)	(163)	(163)	(147)	16	
Support Services-						
Chamberlain (inc CLPS recharges)	(161)	(187)	(187)	(136)	51	a)
Comptroller and City Solicitor	-	(14)	(14)	-	14	
Town Clerk	(123)	(117)	(117)	(111)	6	
City Surveyor	(77)	(79)	(79)	(80)	(1)	
Total Support Services	(897)	(954)	(954)	(851)	103	
Recharges Within Fund						
Directorate Recharges	(126)	(172)	(145)	(181)	(9)	
Learning Recharges	(64)	(87)	(62)	(69)	18	
Corporate and Democratic Core	38	38	38	38	-	
Total Recharges Within Fund	(152)	(221)	(169)	(212)	9	
Total Recharges Across Funds - Woodredon and Warlies	-	(12)	(11)	(11)	1	
Total Support Services	(1,049)	(1,187)	(1,134)	(1,074)	113	

a) The decrease of £51,000 in Chamberlains Support Services are to reflect in respect of the 12% savings and to allow for changes associated with the new Target Operating Model.

Appendix 2 (The Commons)

Support Services from/to The Commons	Actual 2019-20 £'000	Original Budget 2020-21 £'000	Latest Approved Budget 2020-21 £'000	Original Budget 2021-22 £'000	Movement 2020-21OR to 2021-22OR £'000	Paragraph Reference
<u>Support Services</u>						
Central Recharges-						
City Surveyor's Employee Recharge	(38)	(41)	(41)	(39)	2	
Insurance	(18)	(21)	(21)	(21)	-	
I.S.Recharges Chamberlain	(80)	(74)	(74)	(68)	6	
Support Services-						
Chamberlain (inc CLPS recharges)	(79)	(88)	(87)	(67)	21	
Comptroller and City Solicitor	-	(7)	(8)	-	7	
Town Clerk	(58)	(55)	(55)	(52)	3	
City Surveyor	(36)	(37)	(37)	(38)	(1)	
Total Support Services	(309)	(323)	(323)	(285)	38	
<u>Recharges Within Fund</u>						
Directorate Recharges	(60)	(80)	(59)	(74)	6	
Corporate and Democratic Core	32	23	23	23	-	
Total Recharges Within Fund	(28)	(57)	(36)	(51)	6	
Total Support Services	(337)	(380)	(359)	(336)	44	

Appendix 3 (Epping Forest)

Capital Project Bids for 2021/22

Project - Climate Action Strategy £2,120,000

(For the Department as a whole, but the majority of the initial spend will be at Epping Forest on the buffer land)

Status – Green – Recommended for approval

Appendix 3 (The Commons)

Capital Project Bids for 2021/22

No project bid

Appendix 4 (Epping Forest)**Movement between the 2020/21 Original Budget and the 2020/21 Latest Approved Budget**

Epping Forest	£000
Original Net Local Risk Budget (Director of Open Spaces & City Surveyor)	(3,067)
Director of Open Spaces	
Contribution pay	(22)
Allocation from the Directorate to fund unsuccessful 2019/20 carry forward bids	(31)
Allocation from the Corporate COVID-19 fund	(16)
Allocation from the Directorate to cover Oak Processionary Moth (OPM) costs	(15)
City Surveyor	
Planned & Reactive Works including Cleaning	(56)
Latest Approved Net Local Risk Budget (Director of Open Spaces & City Surveyor)	(3,207)

Appendix 4 (The Commons)**Movement between the 2020/21 Original Budget and the 2020/21 Latest Approved Budget**

The Commons	£000
Original Net Local Risk Budget (Director of Open Spaces & City Surveyor)	(1,760)
Director of Open Spaces	
Contribution pay	(9)
Allocation from the Directorate to fund unsuccessful 2019/20 carry forward bids	(11)
Allocation from the Corporate COVID-19 fund	(9)
Allocation from the Directorate to cover Oak Processionary Moth (OPM) costs	(29)
Resetting of departmental Budgets 2020/21 due to COVID-19 pandemic	(25)
City Surveyor	
Planned & Reactive Works including Cleaning	-
Latest Approved Net Local Risk Budget (Director of Open Spaces & City Surveyor)	(1,843)

Appendix 5 (Epping Forest)**Movement between the 2020/21 Original Budget and the 2021/22 Original Budget**

Epping Forest	£000
Original Net Local Risk Budget (Director of Open Spaces & City Surveyor)	(3,067)
Director of Open Spaces	
Apprentices - centrally funded	72
2% inflation uplift	(58)
2% efficiency saving	58
12% savings	334
City Surveyor	
Planned & Reactive Works including Cleaning	2
Original Net Local Risk Budget (Director of Open Spaces & City Surveyor)	(2,659)

Appendix 5 (The Commons)**Movement between the 2020/21 Original Budget and the 2021/22 Original Budget**

The Commons	£000
Original Net Local Risk Budget (Director of Open Spaces & City Surveyor)	(1,760)
Director of Open Spaces	
2% inflation uplift	(31)
2% efficiency saving	31
12% savings	189
City Surveyor	
Planned & Reactive Works including Cleaning	8
Original Net Local Risk Budget (Director of Open Spaces & City Surveyor)	(1,563)

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Committee(s)	Dated:
Hampstead Heath, Highgate Wood and Queens Park	7 January 2021
Subject: Departmental and Service Committee Budget Estimates 2021/22	Public
Which Outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly?	1,2,3,4,5,8,9,10,11 & 12
Does this proposal require extra revenue and/or capital spending?	No
If so, how much?	N/A
What is the source of funding?	N/A
Has the funding source been agreed with the Chamberlain's Department?	N/A
Report of: The Chamberlain Director of Open Spaces	For Decision
Report Author: Derek Cobbing	

Summary

This report presents for approval the budget estimates for the Hampstead Heath, Highgate Wood and Queens Park Committee for 2021/22, for subsequent submission to the Finance Committee. The budgets have been prepared within the resources allocated to the Director and the table below summarises.

Summary of Table 1 (Includes Local Risk, Central Risk, and Recharges/Support Services)	Original Budget (OR)	Latest Approved Budget	Original Budget (OR)	Movement
	2020/21 £000	2020/21 £000	2021/22 £000	2020/21 OR to 2021/22 OR £000
Net Local Risk	(5,255)	(5,524)	(4,595)	660
Net City Surveyor	(443)	(443)	(413)	30
Net CWP	(1,472)	(1,071)	(740)	732
Net Central Risk	1,143	1,135	1,096	(47)
Support Services	(1,694)	(1,498)	(1,445)	249
Total Net Expenditure	(7,721)	(7,401)	(6,097)	1,624

Overall, the provisional Original Budget for 2021/22 totals £6.097M, a decrease of £1.624M compared with the Original 2020/21 Budget. Of this, £660,000 is due to reductions in local risk as a result of the following:

- 12% savings (£631,000) to enable a balanced budget across the Corporation in the medium term,
- A reduction in centrally funded apprentices budgets (£24,000),
- Previously agreed Fundamental Review savings (£5,000).

In addition, there was a reduction in the Cyclical Works Programme of £732,000 where impact of Covid-19 has led to a reduced bid for reasons set out in paragraph 12 and Table 3 of the report and reductions in Support Services and recharges of £249,000. More detail of the Summary Table and the savings made can be found in Table 1 within Appendix 1. A high level overview of how the 12% savings are being met can be found in paragraph 9 of the report.

Recommendation

Members are asked to:

- i) review and approve the Hampstead Heath, Highgate Wood and Queens Park Committee's proposed revenue budget for 2021/22 for submission to Finance Committee,
- ii) review and approve the Hampstead Heath, Highgate Wood and Queens Park Committee's capital and supplementary revenue projects budgets for 2021/22 for submission to Finance Committee,
- iii) authorise the Chamberlain in consultation with the Director of Open Spaces to revise these budgets to allow for any further implications arising from Corporate Projects, changes to the Cyclical Works Programme, and realignment of budgets emanating from the new 'Target Operating Model';
- iv) agree that minor amendments for 2020/21 and 2021/22 budgets arising during budget setting be delegated to the Chamberlain,

Main Report

Introduction

1. The City of London Corporation owns and manages almost 11,000 acres of historic and natural Open Spaces for public recreation and enjoyment. This includes Hampstead Heath, Highgate Wood and Queens Park which are funded from City's Cash
2. This report sets out the proposed budgets for 2021/22 for these areas. The Revenue Budget management arrangements are to;

- Provide a clear distinction between local risk, central risk, and recharge budgets.
 - Place responsibility for budgetary control on departmental Chief Officers.
 - Apply a cash limit policy to Chief Officers' budgets.
3. The budget has been analysed by the service expenditure and compared with the latest approved budget for the current year.
 4. The report also compares the current year's budget with the forecast outturn.
 5. The overall 2021/22 budget for Hampstead Heath, Highgate Wood and Queens Park which includes the Director of Open Spaces Local Risk, City Surveyor's Local Risk, Central Risk, and Recharges/Support Services is £6.097M, this is a decrease of £1.624M when compared with the 2020/21 Original Budget.

Business Planning Priorities for 2021/22

6. The Open Spaces Departments business priorities for the forthcoming year have been set out in the 2021/22 business plan report which was approved by the Open Spaces Committee on 2 December 2020 and will be presented to this Committee 'for information' on 24 February 2021.

Proposed revenue budget for 2021/22

7. This report presents, in Table 1 at Appendix 1, the budget estimates for 2021/22 for the Hampstead Heath, Highgate Wood and Queens Park Committee analysed between:
 - Local Risk Budgets – these are budgets deemed to be largely within the Chief Officer's control.
 - Central Risk Budgets – these are budgets comprising specific items where a Chief Officer manages the underlying service, but where the eventual financial outturn can be strongly influenced by external factors outside of his/her control or are budgets of a corporate nature (e.g. interest on balances and rent incomes from investment properties).
 - Support Services and Capital Charges – these cover budgets for services provided by one activity to another. The control of these costs is exercised at the point where the expenditure or income first arises as local or central risk. Further analysis can be found in Appendix 2.
8. The provisional 2021/22 budgets, under the control of the Director of Open Spaces being presented to your Committee, have been prepared in accordance with guidelines agreed by the Policy & Resources and Finance Committees. These include continuing the implementation of the required budget reductions across both local and central risks, as well as the proper control of transfers of non-staffing budgets to staffing budgets.

For 2021/22 budgets include;

- 12% reduction of £631k agreed by Resource Allocation Sub Committee on 10th December 2020 reflecting a combination of savings between the new 'Target Operating Model', and additional savings to enable a balanced budget across the medium term.
- 2% uplift for inflation offset by 2% efficiency savings (a flat cash position)
- Previously agreed fundamental review savings of £5k

9. To achieve the 12% savings and the increase in employee costs, officers have planned a mixture of expenditure reduction and an increase in income generation. Income generation will be increased in the following areas:

- Fees and charges (a fees and charges report will be brought to this Committee for approval)
- Events

Expenditure will be reduced in the following areas:

- Direct employee costs – reduction in training budgets, removal of a vacant post
- Efficiencies and budget realignment - grounds maintenance, entertainment, on-line only Diary
- Unidentified savings - savings required to achieve the allocated budget but which have not yet been finalised.

10 Income, increases in income and reductions in expenditure are shown as positive balances, whereas brackets will be used to denote expenditure, increases in expenditure, or shortfalls in income. Only significant variances (generally those greater than £50,000) have been commented on and are referenced in the relevant table. Overall there is a decrease of £1.624M between the 2020/21 original budget and the 2021/22 original budget. The movement is explained in the following paragraphs.

11 Analysis of the movement in staff related costs are shown in Table 2 below. Staffing levels have remained relatively stable between 2020/21 and 2021/22 budgets, this is due to holding vacancies and flexible retirement proposals within the current establishment. Committees will continue to work through proposals against the 12% savings and these will be revised once the TOM is progressed through the year. The 12% savings in the budget showing as unidentified savings are to ensure flexibility to move people into the right roles as a result of the TOM.

Table 2 - Staffing statement	Original Budget		Latest Approved Budget		Original Budget	
	2020/21		2020/21		2021/22	
	Staffing Full-time equivalent	Estimated cost £000	Staffing Full-time equivalent	Estimated cost £000	Staffing Full-time equivalent	Estimated cost £000
Hampstead Heath	113.07	(5,222)	113.07	(5,247)	114.13	(5,284)
Queen's Park	11.70	(466)	11.70	(468)	11.45	(489)
Highgate Wood	7.45	(380)	7.45	(381)	6.20	(342)
TOTAL	132.22	(6,068)	132.22	(6,096)	131.78	(6,115)

12 The decrease of £762,000 from the 2020/21 original budget to the 2021/22 original budget in the City Surveyor (see Table 3 below) is mainly within the Cyclical Works Programme. The main reason for this decrease is due to Covid-19 which has impacted on the CWP project delivery during 20/21, therefore to allow for the project delivery team to catch up with the outstanding works a reduced bid has been submitted for CWP year 2021/22.

TABLE 3 – CYCLICAL WORKS PROGRAMME & CITY SURVEYOR LOCAL RISK	Original Budget 2020/21 £'000	Latest Approved Budget 2020/21 £'000	Original Budget 2021/22 £'000
Repairs and Maintenance (including cleaning)			
Cyclical Works Programme			
Hampstead Heath	(1,217)	(939)	(665)
Queen's Park	(37)	-	-
Highgate Wood	(218)	(132)	(75)
	(1,472)	(1,071)	(740)
Planned & Reactive Works (Breakdown & Servicing – City Surveyor Local Risk)			
Hampstead Heath	(332)	(332)	(306)
Queen's Park	(47)	(47)	(45)
Highgate Wood	(41)	(41)	(39)
	(420)	(420)	(390)
Cleaning (City Surveyor Local Risk)			
Hampstead Heath	(23)	(23)	(23)
	(23)	(23)	(23)
Total Cyclical Works Programme & City Surveyor	(1,915)	(1,514)	(1,153)

Potential Further Budget Developments

13 The provisional nature of the 2021/22 revenue budget recognises that further revisions may be required, including in relation to:

- Decisions on funding of the Cyclical Works Programme by the Resource Allocation Sub-Committee.
- Budget adjustments to align with the new Target Operating Model.

Revenue Budget 2020/21

14 An in-year re-budgeting exercise has been undertaken corporately to assist in repairing the damage to the City's budgets arising from the COVID-19 pandemic. The 2020/21 latest approved budget has been increased by £109,000 following Court of Common Council approval on 3 December 2020.

15 Further budget adjustments included in the 2020/21 latest approved budget are: £28,000 in lieu of contribution pay, an allocation of £83,000 from the Directorate to fund unsuccessful 2019/20 carry forward bids for delayed delivery of goods due to COVID-19, an allocation of £30,000 from Corporate COVID fund to help with the cost of additional health and safety equipment and changes to public reception areas due to COVID-19 and an allocation of £19,000 from the Directorate to cover Oak Processionary Moth costs. The forecast outturn for the current year is in line

with the latest approved budget of £7.401M. Movement of the 2021/22 Original Budget to the 2021/22 Latest Approved Budget can be found in Appendix 4.

Draft Capital and Supplementary Revenue Budgets

16 The latest estimated costs of the Committee's current approved capital and supplementary revenue projects are summarised in the Table below:

TOTAL HAMPSTEAD HEATH		35	473	0	0	0	508
Service Managed	Project	Exp. Pre 01/04/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000	Later Years £'000	Total £'000
	<u>Authority to start work granted</u>						
Hampstead Heath	East Heath Car Park Resurfacing	19	389				408
	Redevelopment of two Play Areas	16	84				100
TOTAL HAMPSTEAD HEATH		35	473	0	0	0	508

17 These schemes are both expected to be completed in the current financial year.

18 Progression of any other schemes in the pipeline is subject to confirmation of central funding via the annual capital bid process and gateway approvals. Please see Appendix 3 for details of the bids put forward.

19 The latest Capital and Supplementary Revenue Project forecast expenditure on approved schemes will be presented to the Court of Common Council for formal approval in March 2021.

Corporate & Strategic Implications

20 The Department's activity delivers ten of the twelve Corporate Plan outcomes, across all three of the Corporate Plan aims.

Contribute to a flourishing society

1. People are safe and feel safe.
2. People enjoy good health and wellbeing.
3. People have equal opportunities to enrich their lives and reach their full potential.
4. Communities are cohesive and have the facilities they need.

Support a thriving economy

5. Businesses are trusted and socially and environmentally responsible.

8. We have access to the skills and talent we need.

Shape outstanding environments

9. We are digitally and physically well-connected and responsive.

10. We inspire enterprise, excellence, creativity and collaboration.

11. We have clean air, land and water and a thriving and sustainable natural environment.

12. Our spaces are secure, resilient and well-maintained.

Security Implications

21. None

Public sector equality duty

22. Should the capital projects be approved for funding it will significantly improve the service and experience provided to our local communities. Where capital funded projects are approved for progress or new policies and strategies developed, we will undertake 'tests of relevance' and where appropriate, Equality Analysis. Our fees and charges are annually benchmarked with neighbouring facilities, but we will continue to informally assess any negative impact on protected characteristic groups.

Conclusion

23. This report presents the Capital and Revenue budget estimates for 2021/22 for the Hampstead Heath, Highgate Wood and Queens Park Committee for Members to consider and approve.

Appendices

- Appendix 1 – Budget estimates 2021/22 Table 1
- Appendix 2 – Support Services and Capital Charges
- Appendix 3 – Capital Project Bids for 2021/22
- Appendix 4 – Original Local Risk 2020/21 budget to Latest Approved 2020/21 Local Risk Budget
- Appendix 5 – Original 2020/21 Local Risk Budget to Original Local Risk 2021/22 budget

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Appendix 1

Analysis of Service Expenditure	Local or Central Risk	Actual 2019-20 £'000	Original Budget 2020-21 £'000	Latest Approved Budget 2020-21 £'000	Original Budget 2021-22 £'000	Movement 20-21OR to 21-22OR £'000	Paragraph Reference
EXPENDITURE							
Employees	L	(5,692)	(6,068)	(6,096)	(6,115)	(47)	
Premises Related Expenses	L	(712)	(390)	(406)	(396)	(6)	
City Surveyor's Local Risk inc cleaning	L	(522)	(443)	(443)	(413)	30	
Cyclical Works Programme	L	(1,394)	(1,472)	(1,071)	(740)	732	a)
Transport Related Expenses	L	(87)	(115)	(183)	(115)	-	
Supplies & Services	L	(828)	(500)	(548)	(484)	16	
Supplies & Services	C	(1)	-	-	-	-	
Capital Charges - Depreciation	C	(239)	(235)	(228)	(252)	(17)	
Resetting of departmental budgets	L	-	-	(109)	-	-	
Unidentified Savings	L	-	-	-	217	217	b)
Total Expenditure		(9,475)	(9,223)	(9,084)	(8,298)	925	
INCOME							
Other Grants, Reimbursements and Contributions	L	7	-	-	13	13	
Customer, Client Receipts	L	2,026	1,818	1,818	2,285	467	c)
Investment Income	C	1,291	1,378	1,363	1,348	(30)	
Total Income		3,324	3,196	3,181	3,646	450	
TOTAL (EXPENDITURE) BEFORE SUPPORT SERVICES		(6,151)	(6,027)	(5,903)	(4,652)	1,375	
SUPPORT SERVICES							
Central Support		(1,253)	(1,244)	(1,244)	(1,113)	131	d)
Recharges within Fund		(303)	(433)	(237)	(315)	118	e)
Recharges across Fund		(15)	(17)	(17)	(17)	-	
Total Support Services		(1,571)	(1,694)	(1,498)	(1,445)	249	
TOTAL NET (EXPENDITURE)		(7,722)	(7,721)	(7,401)	(6,097)	1,624	

- a) The reduction of £732,000 in the Cyclical Works Programme is mainly due to a reduced City Surveyor bid being submitted to allow the Covid-19 delays in project delivery from 2020/21 to be brought back into the original delivery programme which has led to reduced funding for 2021/22.
- b) A £217,000 reduction has been incorporated to reflect savings required which are under review by the Superintendent and Director of Open Spaces in order to meet the departments 12% savings target. Savings are not yet progressed to a stage where they can be detailed in this report.

- c) The increase of £467,000 in customer and client receipts is mainly due to an estimated increase of £292,000 in fees and charges.
- d) The decrease of £131,000 in central support costs are to reflect the 12% savings and to allow for changes associated with the new Target Operating Model.
- e) The £118,000 reduction in recharges within fund are a £65,000 increase in Corporate Democratic Core recharges (income) which has a new basis of calculation, a £23,000 decrease in Directorate recharges (expenditure), and a £30,000 decrease in Learning recharges (expenditure), both are due to an estimated reduction in expenditure within the Directorate and Learning programme.

Appendix 2

Support Services to/from Hampstead Heath, Queen's Park & Highgate Woods Committee	Actual 2019-20 £'000	Original Budget 2020-21 £'000	Latest Approved Budget 2020-21 £'000	Original Budget 2021-22 £'000	Movement 2020-21OR to 2021-22OR £'000	Paragraph Reference
Support Services						
Central Recharges-						
City Surveyor's Employee Recharge	(298)	(307)	(307)	(277)	30	
Insurance	(135)	(107)	(107)	(105)	2	
I.S.Recharges - Chamberlain	(301)	(284)	(284)	(256)	28	
Support Services-						
Chamberlain (inc CLPS recharges)	(167)	(178)	(178)	(141)	37	
Comptroller and City Solicitor	-	(23)	(23)	-	23	
Town Clerk	(243)	(247)	(247)	(220)	27	
City Surveyor	(109)	(98)	(98)	(114)	(16)	
Total Support Services	(1,253)	(1,244)	(1,244)	(1,113)	131	
Recharges Within Fund						
Directorate Recharges	(211)	(291)	(215)	(268)	23	
Learning Recharges	(187)	(237)	(182)	(207)	30	
Corporate and Democratic Core	95	95	160	160	65	a)
Total Recharges Within Fund	(303)	(433)	(237)	(315)	118	
Total Recharges Across Fund – Reservoir Inspections	(15)	(17)	(17)	(17)	-	
Total Support Services	(1,571)	(1,694)	(1,498)	(1,445)	249	

a) The £65,000 increase in Recharges Within Fund (income) is mainly due to a new basis for calculating the Corporate and Democratic Core recharges.

Appendix 3

Capital Project Bids for 2021/22

Project – Hampstead Heath safety, access and security issues across the three Bathing Ponds and the Parliament Hill Fields Lido £755,000

Status – Green – Recommended for approval

Project – Hampstead Heath athletics track refurbishment £2,000,000

Status – Amber – Deferred / on a reserve list should funding become available

Project – Hampstead Heath Pergola superstructure repair and replacement £1,200,000

Status - Amber – Deferred / on a reserve list should funding become available

Project – Carbon Sequestration Project (Climate Action Strategy) £2,120,000 over 6 years

Status - Green – Recommended for approval

Appendix 4

Movement from the 2020/21 Original Budget to the 2020/21 Latest Approved 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	
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)
City Surveyor	
Planned & Reactive Works including Cleaning	-
Latest Approved Net Local Risk Budget (Director of Open Spaces & City Surveyor)	(5,967)

Appendix 5

Movement from the 2020/21 Original Budget to the 2021/22 Original 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	24
Fundamental review savings due in 2021/22	5
2% inflation uplift	(104)
2% efficiency saving	104
12% savings	631
City Surveyor	
Planned & Reactive Works including Cleaning	30
Original Net Local Risk Budget (Director of Open Spaces & City Surveyor)	(5,008)

Committee(s)	Dated:
West Ham Park	8 February 2021
Subject: Departmental and Service Committee Budget Estimates 2021/22	Public
Which Outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly?	1,2,3,4,5,8,9,10,11 & 12
Does this proposal require extra revenue and/or capital spending?	No
If so, how much?	N/A
What is the source of funding?	N/A
Has the funding source been agreed with the Chamberlain's Department?	N/A
Report of: The Chamberlain Director of Open Spaces	For Decision
Report Author: Derek Cobbing	

Summary

This report presents for approval the budget estimates for the West Ham Park Committee for 2021/22, for subsequent submission to the Finance Committee. The proposed budget for 2021/22 has been prepared within the resource envelope allocated to each Director by Resource Allocation Sub Committee, including the Department's Target Operating Model (TOM) efficiency savings of 12%.

Summary of Table 1 (Includes Local Risk, Central Risk, and Recharges/Support Services)	Original Budget (OR)	Latest Approved Budget	Original Budget (OR)	Movement
	2020/21 £000	2020/21 £000	2021/22 £000	2020/21 OR to 2021/22 OR £000
Net Local Risk	(710)	(774)	(625)	85
Net City Surveyor	(92)	(92)	(73)	19
Net Cyclical Works Programme	(192)	(150)	(151)	41
Net Central Risk	26	(9)	(9)	(35)
Support Services	(288)	(273)	(274)	14
Total Net Expenditure	(1,256)	(1,298)	(1,132)	124

Overall the provisional original budget for 2021/22 totals £1.132M, a decrease of £124,000 compared with the 2020/21 original budget. Of this, £85,000 is due to reductions in local risk as a result of the 12% savings. In addition, there was a reduction in the Cyclical Works Programme of £41,000 where impact of Covid-19 has led to a reduced bid for reasons set out in paragraph 14 and Table 3 of the report and reductions in Support Services and recharges of £14,000. More detail of the Summary Table and the savings made can be found in Table 1 within Appendix 1. A high level overview of how the 12% savings are being met can be found in paragraph 9, 10 and 11 of the report.

Recommendation

Members are asked to:

- i) review and approve the West Ham Park Committee's proposed revenue budget for 2021/22 for submission to Finance Committee,
- ii) review and approve the West Ham Park Committee's capital and supplementary revenue projects budgets for 2021/22 for submission to Finance Committee,
- iii) authorise the Chamberlain in consultation with the Director of Open Spaces to revise these budgets to allow for any further implications arising from Corporate Projects, the City's new Target Operating Model, and changes to the Cyclical Works Programme (CWP),
- iv) agree that minor amendments for 2020/21 and 2021/22 budgets arising during budget setting be delegated to the Chamberlain.

Main Report

Introduction

1. The City of London Corporation owns and manages almost 11,000 acres of historic and natural Open Spaces for public recreation and enjoyment. This includes West Ham Park which is a registered charity and is funded from City's Cash and run at no cost to the community that it serves.
2. This report sets out the proposed budgets for 2021/22 for these areas. The Revenue Budget management arrangements are to:
 - Provide a clear distinction between local risk, central risk, and recharge budgets.
 - Place responsibility for budgetary control on departmental Chief Officers.
 - Apply a cash limit policy to Chief Officers' budgets.
3. The budget has been analysed by the service expenditure and compared with the latest approved budget for the current year.

4. The report also compares the current year's budget with the forecast outturn.
5. The overall 2021/22 budget for West Ham Park which include the Director of Open Spaces Local Risk, City Surveyor's Local Risk, Central Risk, and Recharges/Support Services is £1.132M, this is a decrease of £124,000 when compared with the 2020/21 Original Budget.

Business Planning Priorities for 2021/22

6. The Open Spaces Departments business priorities for the forthcoming year have been set out in the 2021/22 business plan report which was approved by the Open Spaces Committee on 2 December 2020 and was presented to this Committee 'for information' on 2 December 2020.

Proposed Revenue Budget for 2021/22

7. This report presents in Table 1 at Appendix 1, the budget estimates for 2021/22 for the West Ham Park Committee analysed between:
 - Local Risk Budgets – these are budgets deemed to be largely within the Chief Officer's control.
 - Central Risk Budgets – these are budgets comprising specific items where a Chief Officer manages the underlying service, but where the eventual financial outturn can be strongly influenced by external factors outside his/her control or are budgets of a corporate nature (e.g. interest on cash balances and rent incomes from investment properties).
 - Support Services – these cover budgets for services provided by one activity to another. The control of these costs is exercised at the point where the expenditure or income first arises as local or central risk. Further analysis can be found in Appendix 2.
8. The provisional 2021/22 budgets, under the control of the Director of Open Spaces being presented to your Committee, have been prepared in accordance with guidelines agreed by the Policy & Resources and Finance Committees. These include continuing the implementation of the required budget reductions across both local and central risks, as well as the proper control of transfers of non-staffing budgets to staffing budgets.

For 2021/22 budgets include:

- 12% reduction of £85,000 agreed by Resource Allocation Sub Committee on 10 December 2020 reflecting a combination of savings between the new 'Target Operating Model', and additional savings to enable a balanced budget across the medium term, and
- 2% uplift for inflation offset by 2% efficiency savings (a flat cash position).

9. To achieve the 12% savings and the increase in employee costs (which equates to an additional 3% reduction in real terms), officers have planned a mixture of expenditure reduction and an increase in income generation. Income generation will be increased in the following areas:

- Fees and charges,
- Events within the Park and
- Rents

Expenditure will be reduced in the following areas:

- Direct employee costs – reduction in training budgets,
- Efficiencies and budget realignment – energy costs, equipment, furniture and materials and transport costs.

10. Members should be aware that these savings will only be achievable thanks to a timely uplift in the rental income paid by The Army Reserve for its site at the Cedars, and to a proposal to let one of the remaining untenanted staff lodges. However, Members should also note that these savings will result in a significant reduction in budget available for garden improvements and planting refurbishment. As the West Ham Park Charity local risk budget comes under increasing pressure over the coming years, other solutions will need to be found in order to meet the resource base.

11. Additionally, Members should note that a restructure of the service is likely to be required to meet the requirements of the new Target Operating Model (TOM).

12. Income, increases in income, and reductions in expenditure are shown as positive balances, whereas brackets will be used to denote expenditure, increases in expenditure, or shortfalls in income. Only significant variances (generally those greater than £50,000) have been commented on and are referenced in the relevant table. Overall there is a decrease of £124,000 between the 2020/21 original budget and the 2021/22 original budget. The movement is explained in the following paragraphs.

13. Analysis of the movement in staff related costs are shown in Table 2 below. Staffing levels have remained relatively stable between 2020/21 and 2021/22 budgets, this is due to holding vacancies and flexible retirement proposals within the current establishment. Committees will continue to work through proposals against the 12% savings and these will be revised once the Target Operating Model (TOM) is progressed through the year.

Table 2 - Staffing statement	Original Budget		Latest Approved Budget		Original Budget	
	2020/21		2020/21		2021/22	
	Staffing Full-time equivalent	Estimated cost £000	Staffing Full-time equivalent	Estimated cost £000	Staffing Full-time equivalent	Estimated cost £000
West Ham Park	17.5	(695)	17.5	(697)	17.41	(735)
TOTAL	17.5	(695)	17.5	(697)	17.41	(735)

14. Given the Covid-19 pandemic a review has been undertaken of the corporate Cyclical Works Programme (CWP) bid for 21/22 and it has been significantly reduced. Only Health & Safety related projects will now be undertaken in 21/22 which has reduced the overall corporate CWP bid list down from £12M to £4M, this reduction allows for the City to make savings to help its immediate financial pressures and for the project delivery team to catch up after a period of non-activity at the start of the Covid-19 pandemic and lockdown. Whilst there are no new projects from the 2021/22 CWP, projects from the 2018/19, 2019/20 and 2020/21 CWP are now being delivered and phased over a 4-year period rather than the 3 year, hence why there is a budget in the 2021/22 Original Budget.

TABLE 3 – CYCLICAL WORKS PROGRAMME & CITY SURVEYOR LOCAL RISK	Original Budget 2020/21	Latest Approved Budget 2020/21	Original Budget 2021/22
Repairs and Maintenance (including cleaning)	£'000	£'000	£'000
Cyclical Works Programme			
West Ham Park	(192)	(150)	(151)
	(192)	(150)	(151)
Planned & Reactive Works (Breakdown & Servicing – City Surveyor Local Risk)			
West Ham Park	(88)	(88)	(69)
	(88)	(88)	(69)
Cleaning (City Surveyor Local Risk)			
West Ham Park	(4)	(4)	(4)
	(4)	(4)	(4)
Total Cyclical Works Programme & City Surveyor	(284)	(242)	(224)

Potential Further Budget Developments

15. The provisional nature of the 2021/22 revenue budget recognises that further revisions may be required, including in relation to:

- Decisions on funding of the Cyclical Work Programme by the Resource Allocation Sub Committee.
- Budget adjustments to align with the new Target Operating Model.

Revenue Budget 2020/21

16. An in-year re-budgeting exercise has been undertaken corporately to assist in repairing the damage to the City's budgets arising from the COVID-19 pandemic, which led to a budget reduction of £11,000 following Court of Common Council approval on 3 December 2020. This decrease partly offset budget increases of £2,000 in lieu of contribution pay, an allocation of £65,000 from the Directorate to fund unsuccessful 2019/20 carry forwards bids for delayed delivery of goods due to COVID-19, and an allocation of £8,000 from Corporate COVID fund to help with the cost of additional health and safety equipment and changes to public reception areas due to COVID-19. The forecast outturn for the current year is in line with the latest approved budget of £1.298M. Movement of the 2021/22 Original Budget to the 2021/22 Latest Approved Budget can be found in Appendix 4.

Draft Capital and Supplementary Revenue Budgets

17. The latest estimated costs of the Committee's current approved capital and supplementary revenue projects are summarised in the table below.

Service Managed	Project	Exp. Pre 01/04/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000	Later Years £'000	Total £'000
	<u>Pre-implementation</u>						
West Ham Park	West Ham Park Playground	(33)	(32)				(65)
	<u>Disposal Costs</u>						
	West Ham Park Nursery	(90)	(106)				(196)
TOTAL WEST HAM PARK		(123)	(138)	0	0	0	(261)

18. Pre-implementation costs comprise feasibility and option appraisal expenditure which has been approved in accordance with the project procedure, prior to authority to start work. It should be noted that the above figures exclude the implementation costs of the playground scheme pending authority to start work.
19. Disposal costs relating to the Nursery include consultation with the Charity Commission and other stakeholders, and preparation for formal marketing of the site as a redevelopment opportunity.
20. The latest Capital and Supplementary Revenue Project forecast expenditure on approved schemes will be presented to the Court of Common Council for formal approval in March 2021.

Corporate & Strategic Implications

21. The Department's activity delivers ten of the twelve Corporate Plan outcomes, across all three of the Corporate Plan aims.

Contribute to a flourishing society

1. People are safe and feel safe.
2. People enjoy good health and wellbeing.
3. People have equal opportunities to enrich their lives and reach their full potential.
4. Communities are cohesive and have the facilities they need.

Support a thriving economy

5. Businesses are trusted and socially and environmentally responsible.
6. We have access to the skills and talent we need.

Shape outstanding environments

7. We are digitally and physically well-connected and responsive.
8. We inspire enterprise, excellence, creativity and collaboration.
9. We have clean air, land and water and a thriving and sustainable natural environment.
10. Our spaces are secure, resilient and well-maintained.

Security Implications

22. None

Public sector equality duty

23. Should the capital projects be approved for funding it will significantly improve the service and experience provided to our local communities. Where capital funded projects are approved for progress or new policies and strategies developed, we will undertake 'tests of relevance' and where appropriate, Equality Analysis. Our

fees and charges are annually benchmarked with neighbouring facilities, but we will continue to informally assess any negative impact on protected characteristic groups.

Conclusion

24. This report presents the Capital and Revenue budget estimates for 2021/22 for the West Ham Park Committee for Members to consider and approve.

Appendices

- Appendix 1 – Budget Estimates 2021/22 Table 1
- Appendix 2 – Support Services
- Appendix 3 – Capital Project Bids for 2021/22
- Appendix 4 – Original Local Risk 2020/21 budget to Latest Approved 2020/21 Local Risk Budget
- Appendix 5 – Original 2020/21 Local Risk Budget to Original Local Risk 2021/22 budget

Background information

- Report 2021/22 Budget setting update; Resource Allocation Sub Committee 10th December 2020

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Appendix 1

Analysis of Service Expenditure	Local or Central Risk	Actual 2019-20 £'000	Original Budget 2020-21 £'000	Latest Approved Budget 2020-21 £'000	Original Budget 2021-22 £'000	Movement 20-21OR to 21-22OR £'000	Paragraph Reference
EXPENDITURE							
Employees	L	(653)	(695)	(697)	(735)	(40)	
Premises Related Expenses	L	(63)	(59)	(67)	(47)	12	
Premises Related Expenses	C	(7)	-	-	-	-	
City Surveyor's Local Risk inc cleaning	L	(95)	(92)	(92)	(73)	19	
Cyclical Works Programme	L	(241)	(192)	(150)	(151)	41	a)
Transport Related Expenses	L	(28)	(19)	(19)	(16)	3	
Supplies & Services	L	(191)	(145)	(250)	(135)	10	
Supplies & Services	C	(14)	(5)	-	-	5	
Third Party Payments	L	(24)	(13)	(13)	(13)	-	
Resetting of departmental budgets 2020/2021	L	-	-	11	-	-	
Capital Charges	C	(10)	(10)	(10)	(10)	-	
Total Expenditure		(1,326)	(1,230)	(1,287)	(1,180)	50	
INCOME							
Other Grants, Reimbursements and Contributions	L	2	-	-	-	-	
Customer, Client Receipts	L	275	221	261	321	100	b)
Customer, Client Receipts	C	-	40	-	-	(40)	
Investment Income	C	1	1	1	1	-	
Total Income		278	262	262	322	60	
TOTAL (EXPENDITURE) BEFORE SUPPORT SERVICES		(1,048)	(968)	(1,025)	(858)	110	
SUPPORT SERVICES							
Central Support		(205)	(184)	(184)	(174)	10	
Recharges within Fund							
Directorate Recharges		(28)	(40)	(28)	(35)	5	
Learning Recharges		(67)	(71)	(68)	(72)	(1)	
Corporate and Democratic Core		7	7	7	7	-	
Total Support Services		(293)	(288)	(273)	(274)	14	
TOTAL NET (EXPENDITURE)		(1,341)	(1,256)	(1,298)	(1,132)	124	

- a) The reduction of £41,000 in the Cyclical Works Programme is mainly due to a reduced City Surveyor bid being submitted to allow the Covid-19 delays in project delivery from 2020/21 to be brought back into the original delivery programme which has led to reduced funding for 2021/22.
- b) The increase of £100,000 is mainly due to renegotiated rent with the Territorial Army which delivered a significant increase of £50,000 and rental income of £40,000 for two lodges at 240-242 Upton Lane now included within Local Risk.

Appendix 2

Support Services from/to West Ham Park Committee	Actual 2019-20 £'000	Original Budget 2020-21 £'000	Latest Approved Budget 2020-21 £'000	Original Budget 2021-22 £'000	Movement 2020-21OR to 2021-22OR £'000	Paragraph Reference
<u>Support Services</u>						
Central Recharges-						
City Surveyor's Employee Recharge	(59)	(42)	(42)	(38)	4	
Insurance	(16)	(19)	(19)	(19)	-	
I.S.Recharges - Chamberlain	(37)	(36)	(36)	(32)	4	
Support Services-						
Chamberlain (inc CLPS recharges)	(42)	(45)	(46)	(35)	10	
Comptroller and City Solicitor	-	(1)	(1)	-	1	
Town Clerk	(25)	(24)	(23)	(23)	1	
City Surveyor	(25)	(17)	(17)	(27)	(10)	
Total Support Services	(204)	(184)	(184)	(174)	10	
<u>Recharges Within Fund</u>						
Directorate Recharges	(28)	(40)	(28)	(35)	5	
Learning Recharges	(68)	(71)	(68)	(72)	(1)	
Corporate and Democratic Core	7	7	7	7	-	
Total Recharges Within Fund	(89)	(104)	(89)	(100)	4	
Total Support Services	(293)	(288)	(273)	(274)	14	

Appendix 3

Capital Project Bids for 2021/22

Project – Carbon Sequestration Project (Climate Action Strategy) £2,120,000 over 6 years

Status - Green – Recommended for approval

(This project is for the whole Department, although the majority of the initial spend will be at Epping Forest on the buffer land).

Appendix 4

Movement from the 2020/21 Original Budget to the 2020/21 Latest Approved Budget

West Ham Park	£000
Original Net Local Risk Budget (Director of Open Spaces & City Surveyor)	(802)
Director of Open Spaces	
Contribution Pay	(2)
Allocation from the Directorate to fund unsuccessful 2019/20 carry forward bids	(65)
Allocation from the Corporate COVID-19 fund	(8)
Resetting of departmental Budgets 2020/21 due to COVID-19 pandemic	11
City Surveyor	
Planned & Reactive Works including Cleaning	-
Latest Approved Net Local Risk Budget (Director of Open Spaces & City Surveyor)	(866)

Appendix 5

Movement from the 2020/21 Original Budget to the 2021/22 Original Budget

West Ham Park	£000
Original Net Local Risk Budget (Director of Open Spaces & City Surveyor)	(802)
Director of Open Spaces	
2% inflation uplift	(14)
2% efficiency saving	14
12% resource savings adjustment	85
City Surveyor	
Planned & Reactive Works including Cleaning	19
Original Net Local Risk Budget (Director of Open Spaces & City Surveyor)	(698)

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Committee:	Date:
Open Spaces & City Gardens	12 February 2021
Subject: 2021/22 Events Fees and Charges – City Gardens	Public
Report of: Director of Open Spaces	For Decision
Summary	
<p>This report proposes that the fees and charges for events that are held in City Gardens sites throughout the 2021//22 financial year are increased by 1.3% in line with the November Retail Price index figure.</p>	
Recommendation	
<p>Members are asked to:</p> <ul style="list-style-type: none">• Approve the proposed 2021/22 fees and charges as set out in Appendix 1 of this report.	

Main Report

Background

1. The City Gardens Team processes requests from members of the public, charitable groups and corporate organisations to hold events within its gardens.
2. Members approved the updated City Gardens Events Policy in July 2018. The policy does not need reviewing, however the Fees and Charges that are laid out in appendix 1 of that report are intended to be reviewed on an annual basis.

Current Position

3. The hire of City Gardens sites generates a small income that is used to contribute towards the maintenance cost of our sites and staff resources. In 2019/20 £5476 was generated and at time of writing it is anticipated that due to the pandemic, a reduced amount of £2000 will be generated for the 2020/21 financial year.
4. Pre-Covid, the most popular type of event continued to be wedding photography and associated celebrations with up to 50 participants.
5. Facilitating events has an impact not only on the gardens but also staff resources within the City Gardens team. Whilst the total amount of income delivered is relatively low, this is a service that is important to our communities

and needs to be financially sustainable and contribute towards the maintenance and upkeep of our gardens.

6. Consideration was to increasing charges by a greater amount than the Retail Price Index to offset savings. This was discounted as we consider that our prices are set competitively and a larger increase could result in a reduced number of sales. In addition; at this time that the priority should be on encouraging businesses and people back into the City and therefor the priority is increasing the volume of events.

Proposals

7. It is proposed to increase Fees and Charges by 1.3% and then rounded up to the nearest £1. This percentage equates to the rise the Retail Price Index increase on the previous year in November 2020
8. This increase will be applied across the board to all Fees and Charges apart from deposit fees which will not be increased.
9. This increase will be implemented from 1st April 2021.

Corporate & Strategic Implications

10. The provision of a well-designed events programme supports a number of key City of London Corporate Plan outcomes as follows:
 - 4. Communities are cohesive and have the facilities they need.
 - 12. Our spaces are secure, resilient and well-maintained.
11. It also supports a number of outcomes in the Open Spaces Departmental Business Plan:
 - Our open spaces, heritage and cultural assets are protected conserved and enhanced.
 - Our practices are financially, socially and environmentally sustainable.

Implications

12. **Financial Implications** - The financial implications are contained within the body of the report
13. **Legal Implications** - - Section 7 of the City of London Corporation (Open Spaces) Act 2018 authorises the City to impose charges for temporary use of part of an open space for an event or for admission to an open space area where access is restricted for an event, and requires that the power be exercised in accordance with the relevant policy. Paragraph 15.8 of the Open Spaces Event Policy 2018 makes provision for the charges and also provides that the schedule of charges will be reviewed annually. The exercise of the charging power and the review of charges is in accordance with the 2018 Act

and the Policy.

Conclusion

14. Events held in City Gardens are important to our communities. The proposed increase in Fees and Charges reflects increased costs, enables us to continue to facilitate events in a sustainable manner and provides a small amount of income that contributes towards maintaining our gardens and our staff resources.

Appendices

- Appendix 1 - Proposed Fees and Charges for 2021/22

Background Papers:

City Gardens Event Policy– Open Spaces and City Gardens Committee, 16 July 2018

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Appendix 1

Fee Type	2020/21	2021/22	Uplift
Wedding/Other photography			
Wedding/Other photography for 2 hours	£180	£183	1.3%
Private Hire, Weddings & Civil Partnerships			
Basic Hire Fee			
1st hour (between hours of 8am – 6pm)	£330	£335	1.3%
Subsequent hours	£155	£158	1.3%
½ day (8am – 1pm) (1pm – 6pm)	£935	£948	1.3%
£945	£1,690	£1712	1.3%
Full day (8am – 6pm) £1,709			
Each additional full day (if the same event) – please state number of additional days Per Day	£845	£854	1.3%
Required set up / de-rig time outside of the event hire time – per hour.	£155	£158	1.3%
Damage deposit (£500 or 25% hire fee whichever is the greater)	£500 or 25%		
Commercial/corporate events			
Application Fee	£180	£183	1.3%
Basic Hire Fee			
Per hour (between hours of 8am – 6pm)	£155	£158	1.3%
	£760	£770	1.3%
½ day (8am – 12noon) (1pm – 6pm)	£1515	£1535	1.3%
Full day (8am – 6pm)			
Ticketed events 15% of receipts additional to basic hire fee	£0 £845		
Additional event day		£856	1.3%
Set up/clear away per day per hour	£155	£158	1.3%
Booking Deposit (£500 or 25% hire fee whichever is the greater)	£500 or 25%		
Damage deposit (£500 or 25% hire fee whichever is the greater)	£500 or 25%		
Non-profit/charity events			
Basic Hire Fee			
1st hour (between hours of 8am –	£180	£183	1.3%
	£115	£117	1.3%

6pm) Subsequent hours	£574	£582	1.3%
½ day (8am – 1pm) (1pm – 6pm) £580	£1200	£1216	1.3%
Full day (8am – 6pm) £1,213			
Each additional full day (if the same event) – please state number of additional days Per Day	£600	£608	1.3%
Required set up / de-rig time outside of the event hire time – per hour.	£115	£117	1.3%
Damage deposit (£500 or 25% hire fee whichever is the greater)	£500 or 25%		
Corporate Volunteer Days			
Application Fee	£180	£183	1.3%
Corporate volunteer days per head per day	£60	£61	1.3%
Sport/Fitness classes			
Annual Application & Licence Fee		£180	
Ticketed classes 15% additional to licence fee	15%	15%	

Committee:	Date:
Open Spaces & City Gardens	12 Feb 2021
Subject: City Gardens Update	Public
Report of: Director of Open Spaces	For Information
Summary This report provides an update to Members of the Open Spaces & City Gardens Committee on management and operational activities across the City Gardens section since December 2020.	
Recommendation Members are asked to: <ul style="list-style-type: none">• Note the report	

Main Report

Finance

1. Overall expenditure for City Gardens is projected to be £90k overspent this financial year due to a reduction in income generated from events and project delivery, as well as personal protective equipment and other items that have been required due to the coronavirus pandemic. Small on-site garden improvements funded from City Fund and other non-essential purchases have all been stopped to reduce pressure on the budget.

Personnel

2. City Gardens welcomed four new starters at the beginning of January, two new apprentice positions and two replacement Assistant Gardeners.

Procurement

3. City Gardens are currently carrying out a number of procurement exercises this financial year, these will help ensure that City Gardens continue to provide a value for money service:
 - Tree Inspection tender – This has now been awarded to Islington who are our incumbent consultants and will run until December 2024.
 - Tree procurement tender – will be let before the end of the financial year.

Operational Activities

4. **COVID-19:** City Gardeners have continued to work during the third lockdown. COVID guidance and protocols are regularly reviewed. All office-based staff continue to work from home and the Irish Chambers remain closed. The increase in staff numbers and the arrival of wet and cold weather has resulted in pressure on maintaining social distancing during break times inside, despite these being staggered. An additional mess room at the Barbican has been secured and we are exploring options for staff to use facilities at the Guildhall.
5. **Biodiversity Action Plan (BAP) 2021:** In line with the timetable agreed by this committee in December 2020, the second draft of the Biodiversity Action Plan can be found in appendix 1. A Biodiversity Partnership meeting was held on the 14th January and feedback from that group formed the basis of the second draft. The aim of the second draft is to capture the main changes and additions needed for this version of the BAP. The third draft will develop the detail of these changes and additions, which will be presented to committee in April before going out to public consultation.
6. During the partnership group meeting it was agreed to set up working parties to focus on the development and delivery of specific actions within the BAP such as pollinators, education and volunteering.
7. **Finsbury Circus:** Due to the timing and order of the February committee cycle, Members are asked to note that a gateway issues report will be circulated to them for information before the next Committee meeting in April. It will contain the detailed programme for the delivery of the Finsbury Circus Reinstatement Project, which is progressing well.
8. **Christmas Tree:** The City Christmas tree at Carter Lane was a great success; it appeared on television as the backdrop to a morning television programme's weather report and received only positive feedback. Unfortunately, due to the lack of footfall in the City throughout December, the tree experienced repeated vandalism resulting in the need to carry out ongoing repairs to the electric cables. The tree was turned off on the 29th December, before being taken down on the 5th January. City Gardens are assessing options to reduce the risk of further vandalism next year.

Project Updates

9. **Covid Streets Programme 19 planters:** City Gardens are working to support the Department of the Built Environment (DBE) with the temporary greening measures. Thirty trees in planters have now been successfully installed. The structures for four parklets have been installed with two more being installed soon. Soil and plants will be added once all parklet structures are in place.

10. **Tower Hill Gardens – play area:** The wooden play equipment at this site was installed approximately a decade ago. The bid for capital funding for the renewal of the play area was agreed at the December meeting of Resource Allocation Sub-Committee. A Project Initiation Document and gateway report will come to this Committee at the start of the new financial year, when the central funding becomes available.
11. **St Bartholomew’s Close:** The initial scheme is now completed apart from the planting of one street tree to be carried out in March. Focus is now moving to two further locations; the corner of Little Britain and King Edward Street and one on Giltspur Street where new street trees and planters are being considered.
12. **150 Bishopsgate (Heron Tower) -** A line of London Plane trees on Houndsditch have been removed as part of redevelopment works of the public highway. The same species and number of trees will be replanted. The replacement trees will now be planted directly into the ground unlike the removed trees which roots were restricted by underground containers.
13. **Bank Junction –** DBE are developing proposals for permanent footpath widening at all junctions. It will also include greening with large planters and street trees. The City Gardens team are feeding into this design process.
14. **30-34 New Bridge Street-** This building and the adjacent garden form part of the City’s investment property portfolio, funded by Bridge House Estate and managed by the City Surveyors. City Gardens manage the garden on their behalf. As part of a development plan for this building the wall that fronts onto the garden is going to have a new façade which will partly consist of a green wall. To facilitate the build the contractors require use of the garden for storage and deliveries. It will be necessary to temporarily close a portion or all of the garden to the public during the development, depending on the development approach taken by the main contractors.
15. **Moor Lane -** Design discussions for a permanent scheme to replace the temporary installation have commenced. The design will run the length of Moor Lane and will include street trees and planter beds incorporated into a sustainable urban drainage system.

Planning

16. A list of planning applications that have been received since the last Committee meeting can be found in Appendix 2.

Community, Volunteering and Events

17. Despite COVID the Friends of City Gardens and the Barbican Wildlife Group have remained active, although their activities have been slightly curtailed.
18. City Gardens will be installing new log edging into the Barbican Wildlife Gardens in February.

Appendices

Appendix 1 – Draft Biodiversity Action Plan

Appendix 2 – Planning Application Open Spaces Consultations to 26 January 2021

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**City of London
Draft Biodiversity Action Plan
2021 - 2026**

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[to be added]

1.0 Introduction

1.1 The City: A unique urban environment

The City of London Corporation is the governing body of the Square Mile dedicated to a vibrant and thriving City, supporting a diverse and sustainable London within a globally-successful UK.

1.2 What is Biodiversity?

Biodiversity is the term used to describe the variety of life on Earth. This includes animals, plants and fungi as well as recognisable wildlife such as birds, mammals and insects. The habitats are the places they live and how they interact with their surroundings as part of the ecosystem. Conserving biodiversity involves restoring and enhancing species populations and habitats as well as implementing measures to promote them in the future. The value of biodiversity extends beyond habitat and species with the benefits extending to a range of economic, social and intrinsic values.

1.3 Biodiversity in the City

The City of London has just under 33 hectares of open spaces which includes parks, gardens, churchyards and hard open spaces such as plazas and improvements to the highway. Most of the open spaces are small, primarily consisting of pocket parks smaller than 0.1 hectares. There is a need for additional open space in the City to provide facilities for the growing daytime population, to help mitigate the effects of pollution and climate change, to provide facilities for relaxation, tranquillity, agile working, leisure and sport, and to increase biodiversity.

A full list of types of open spaces in the City of London is listed in [Appendix 4](#): Open space typology and categorisation. There is also an increasingly important resource for biodiversity at roof top level with the addition of green roofs and roof terraces.

Ground level open spaces are mostly the result of two significant events in the City of London: the Great Fire of London in 1666 and bomb damage caused during World War II. These traumatic events resulted in damaged or destroyed buildings being repurposed and in many cases eventually became open spaces for the public to enjoy. Together these small, high quality and intensively used open spaces are highly valued and offer an important resource for biodiversity in the Square Mile.

Historically the City's open spaces have been managed primarily for amenity value and public enjoyment. However, recent changes in management practices have placed a greater emphasis on the importance of promoting biodiversity. Raised awareness of the natural environment amongst City workers, resident and visitors has changed the ways in which the public enjoy, value and engage with open space in the Square Mile through interpretation, activities and events.

1.4 Why does the City need a Biodiversity Action Plan?

The Biodiversity Action Plan (BAP) provides a strategic focus to ensure species habitats are understood considered throughout the decision making process. The BAP directly supports the overall aim of the City Corporation's Corporate Plan to shape outstanding environments.

The BAP provides a framework to ensure all legislative requirements and regional and national targets for protecting, conserving and enhancing biodiversity are met at a local level.

Outside of the Square Mile, the City Corporation owns or manages almost 4,500 hectares of historic and natural open spaces including Hampstead Heath and Epping Forest. These sites are of significant importance for habitats and species and include Sites of Special Scientific Interest, National Nature Reserves and Special Areas of Conservation.

The BAP covers the open spaces, habitats and species in City of London only, regardless of ownership. Open spaces outside of the City of London are covered by the relevant local authorities' Biodiversity Action Plan or alternative policy or strategy. The City Gardens team is responsible for tree and green space management for around 200 sites in the Square Mile including parks, gardens, churchyards, plazas and highway planting.

1.5 Structure of the Biodiversity Action Plan

The aim of the BAP is to produce a set of objectives and actions to assist members of the City of London Biodiversity Action Plan Partnership Group (Partnership Group) and the wider City community in delivering strategically planned biodiversity networks for both the City and Greater London, taking into consideration both local and national priorities.

The BAP will be delivered under the following themes:

- **Open space and habitat management**

Aim: to protect and enhance habitats and species in the City.

Enable land owned and managed by both the City Corporation and privately to be maintained and enhanced for biodiversity.

- **The built environment**

Aim: to improve green infrastructure in the built environment

Enable biodiversity to be incorporated into the built environment to enhance and connect green spaces.

- **Education and community engagement**

Aim: to promote a greater understanding of the City's biodiversity

Identify and encourage best practice amongst private landowners and managers as well as develop the skills and knowledge of residents, City workers, school children and

students through events, activities and volunteering opportunities.

- **Data collection, surveys and monitoring**

Aim: to improve monitoring and data on biodiversity in the City.

Establish a structured approach to surveying and monitoring of sites to inform ongoing management decisions and identify future areas of priority. This includes professional ecology surveys, citizen science opportunities and records collected by individuals.

2.0 National and regional policy context

2.1 National policy

In 2018 the Government published 'A Green Future: Our 25 Year Plan to Improve the Environment' which sets goals and targets for improvement the environment. The Plan focuses on a number of cross-cutting themes including embedding an 'environmental net gain' principle for development, creating more green infrastructure, planting more trees and developing a Nature Recovery Network to support landscape-scale restoration of nature.

Under the Natural Environment & Rural Communities (NERC) Act 2006, as a public authority in England, the City of London Corporation has a duty to 'in exercising its functions, have regard, so far as is consistent with the proper exercise of those functions, to the purpose of conserving biodiversity'. This may include promoting biodiversity in planning and development, recognising the importance of conserving and enhancing biodiversity in public authority managed land and buildings and managing green infrastructure to support biodiversity.

The City Corporation will participate in the emerging requirements to develop a Nature Recovery Strategy and co-ordinate with neighbouring boroughs.

The National Planning Policy Framework (NPPF) 2019 states that planning should contribute to conserving and enhancing the natural environment, habitats and biodiversity.

The BAP should also consider national strategies such as The National Pollinator Strategy, which seeks to protect pollinating insects that support food production and the diversity of our environment.

2.2 Regional policy

The London Plan is an overall strategy document and policy framework for London, which includes green infrastructure, urban greening and biodiversity. Many of the objectives of the London Plan are incorporated and delivered as part of the City Corporation's Local Plan.

The London Environment Strategy includes action to make London clearer, greener and ready for the future. The strategy includes policies to protect nature conservation sites, create priority habitats, conserve of priority species and to ensure net gain in biodiversity.

3.0 Local policy context

3.1 Local policy

The new City of London Local Plan, called City Plan 2036, sets out the City Corporation's vision, strategy and objectives for planning up to 2036, together with policies that will guide future decisions on planning applications.

Once adopted, the new Plan will replace the current City of London Local Plan adopted in January 2015.

Policy OS3 of the draft City Plan 2036 specifically addresses biodiversity and states that developments should aim to secure net gains for biodiversity where possible by incorporating measures to enhance biodiversity including:

- retention and enhancement of habitats within Sites of Importance for Nature Conservation (SINCs), including the River Thames
- measures recommended in the City of London Biodiversity Action Plan (BAP) in relation to particular species or habitats
- green roofs and walls, gardens and terraces, soft landscaping and trees green corridors and biodiversity links
- wildlife-friendly features, such as nesting or roosting boxes and beehives
- a planting mix and variation in vegetation types to encourage
- biodiversity planting which will be resilient to a range of climate conditions, with a high proportion of native plants
- a lighting scheme designed to minimise impacts on biodiversity

The City Corporation has developed a series of strategies for improving streets and public spaces in the Square Mile which incorporate elements such as tree planting and urban greening. These are integral to supporting biodiversity in the planning process.

The BAP supports the City of London Corporation's Corporate Plan's aims to:

Contribute to a flourishing society

- People enjoy good health and wellbeing
- Communities are cohesive and have the facilities they need

Support a thriving economy

- Businesses are trusted and socially and environmentally responsible
- We have access to the skills and talent we need

Shape outstanding environments

- We have clean air, land and water and a thriving and sustainable natural environment
- Our spaces are secure, resilient and well-maintained

The City of London Open Space Strategy, which was adopted as a Supplementary Planning Document (SPD) in January 2015, sets out the principles to help improve the quality, management and accessibility of the open spaces of the Square Mile. The strategy comprises of ten strategic objectives which include ensuring that existing and new spaces make a positive contribution to the biodiversity value of the City through appropriate plant choice and habitat creation. A full list of the policies that support biodiversity in the City is set out in [Appendix 1](#).

3.2 Climate resilience

The City Corporation has adopted a radical Climate Action Strategy which breaks new ground and has the following goals:

- City Corporation scope 1 and 2 emissions are net zero by 2027 and scope 3 emissions are net zero by 2040.
- The City Corporation and its assets are resilient to climate change.
- The City of London Corporation supports UK and overseas organisations to become climate responsible.

The City Corporation are enacting a variety of measures to mitigate for the impact of this on the Square Mile. This is to ensure that the City of London public spaces and infrastructure are be resilient to the effects of climate change

Biodiversity and climate change are interconnected. Protecting and restoring ecosystems can help us reduce the extent of climate change and cope with its impact. The BAP supports the creation of biodiverse green infrastructure to support the climate resilience of the Square Mile. This also assists with mitigating and adapting to the impacts on habitats and species and changes in prevalence of pests and diseases.

The BAP plays an important role in raising awareness of the importance of green spaces and urban greening as natural carbon sinks, and their contribution to biodiversity, access to nature and overall wellbeing.

The aim to incorporate more greenery in the City's streets and public spaces is supported by both the City of London Air Quality Strategy and Transport Strategy.

3.3 Lighting

The City of London Lighting Strategy aims to deliver a creative, holistic and smart approach in which light and darkness are better balanced to meet both a functional and aesthetic need. It is vital that impacts of lighting on sensitive species such as bats are considered during design, construction and operation of new developments especially in sensitive areas adjacent to SINCS and near lakes and rivers.

3.4 Urban Greening Factor

The draft London Plan states that major development proposals should contribute to the greening of London by including urban greening from the outset of the development design process. Boroughs should develop an Urban Greening Factor (UGF) to identify the appropriate amount of greening required in new developments.

In response to this requirement, the draft City Plan 2036 requires that major development proposals will be required to include an Urban Greening Factor calculation demonstrating how the development will meet the City's score of 0.3 as a minimum.

3.5 Biodiversity Net Gain

The draft City Plan 2036 states that development should aim to secure net gains for biodiversity where possible by incorporating measures to enhance biodiversity. The emerging Environment Bill will ensure that the delivery of Biodiversity Net Gain through development becomes a mandatory part of the planning process.

4.0 Biodiversity in the City of London

The City Gardens team commissioned Greengage Environmental Ltd to undertake an audit of the Biodiversity Action Plan 2016-2020. The audit was a desk based exercise primarily based on data provided by Greenspace Information for Greater London (GiGL) and reviewed the City's habitats, species and policy.

The audit highlighted the successes of the current BAP and deficiencies which include:

- Greenspace connectivity and species distribution;
- Habitat diversity;
- Under recording of species;
- Invasive species awareness

To address these deficiencies, the audit recommendations have been identified that can be delivered as part of the Action Plan. The recommendations of the audit target three key areas:

- Improved greenspace connectivity
- Diversification of City habitats and strategic habitat management
- Raising the profile of ecological issues and importance in the minds of the people who access and develop within the City.

Partnership Group

[TBC]

As the City is unique in terms of its size, structure, opportunities and challenges for biodiversity a more landscape-scale approach was developed for the BAP 2016-2020. This means all the elements that influence habitats and species will be considered. Specific action plans will be developed for some species such as the Black Redstart and detailed guidance such as for pollinators in the built environment. This will maximise the benefits across all open and green spaces with specific objectives developed to prioritise actions for specific sites, species or areas of opportunity. Priority habitats and species have been identified at both a UK and London level by the London Biodiversity Partnership.

4.1 Habitats

The main types of habitats located in the City of London are:

- Amenity grassland
- Scattered trees
- Introduced shrub

The BAP can assist with the diversification of habitats in the long term which will both encourage greater species diversity and create habitats that are more resilient to a changing climate.

The 'priority habitats' identified by the London Biodiversity Partnership that are most relevant to the Square Mile are 'parks and urban green spaces' with an 'important habitat' identified as 'built structures'. The action plans have been developed to take into consideration these priority habitats. A further habitat recognised as a London biodiversity target within the City of London is standing water and the Tidal Thames, which is also the City's only Site of Metropolitan Importance for Nature Conservation (SMINC), Whilst there are some sites with standing water that are dealt with in this BAP, the Tidal Thames is the prime responsibility of the Port of London Authority, with the City's responsibilities for the riverside and foreshore are detailed in Draft City Plan 2036 Strategic Policy S17, Thames Policy Area. This states that development should not have an adverse impact on the SMINC and should seek opportunities to create or enhance riverside habitats.

4.2 Species

Species can be categorised into the following. It should be noted that a single species can be have multiple categories. The definitions are as follows

- **Protected species** – protected by national and international legislation
- **Priority species** – species identify of particular conservation importance regionally including at a London and England scale.

- **Target species** – flagship species to consider during development and conservation in the Square Mile.

Protected and priority species that GiGL data shows frequently occur in the City and should be considered in the planning process and conservation interventions are detailed in [Appendix 2](#): Protected Species and/or Priority Species records in the City of London.

Following consultation with the Partnership Group and taking into consideration local, regional and national priorities the following species have been selected as target species:

- House Sparrow - *Passer domesticus*
- Black Redstart - *Phoenicurus ochruros*
- Swift - *Apus apus*
- Peregrine Falcon - *Falco peregrinus*
- Bats - *Chiropter spp.*
- Bumblebees - *Bombus spp.*
- Solitary bees
- Stag Beetle - *Lucanus cervus*

These species are exemplars of their ecological niches, the interaction the species has with the surrounding environment, and also are in many cases highly adapted to the urban environment. They have been selected to highlight their importance within the City of London and to focus conservation management and monitoring. The target species selected also take into consideration national priority habitats and species are defined under Section 41 of the Natural Environment & Rural Communities Act 2006.

In addition to the identified target species, records held by GiGL show there are 60 species which are either legally protected or considered of national, regional or local policy.

4.3 Sites of Importance for Nature Conservation

The London Plan identifies the need to protect biodiversity and to provide opportunities for people to access nature through local green spaces. The best examples of key habitats and green spaces are identified as Sites of Importance for Nature Conservation (SINCs). SINCs are non-statutory designated sites identified by local authorities and are recognised as part of the planning process.

In London, sites are categorised of importance at a Metropolitan, Borough and Local level. The draft London Plan and London Environment Strategy states that SINCs should be protected.

The following sites have been identified in the City:

Table 1 - Sites of Importance for Nature Conservation in the City of London

Site Ref	Sites
	Sites of Metropolitan Importance for Nature Conservation (SMINC)
M031	The River Thames and its Tidal Tributaries
	Sites of Borough Importance for Nature Conservation (SBINC) Grade 2
CiBII01	The Temple Gardens
CiBII02	The Barbican and St Alphage's Garden
	Sites of Local Importance for Nature Conservation (SLINC)
CiL01	Pepys Garden and St Olave's Churchyard, Seething Lane
CiL02	St Paul's Cathedral Garden
CiL03	Cleary Gardens
CiL04	St Botolph without Bishopsgate Churchyard
CiL05	Aldermanbury Gardens
CiL06	The Roman Wall, Noble Street
CiL07	Finsbury Circus

[Insert map of current and proposed SINCS]

SINCS are key to how the City Corporation deliver biodiversity. The small fragmented nature of the greenspaces across the highly built urbanised square mile need to meet many, often competing needs. This results in many of our sites have limited biodiversity potential. Focus need to be on improving the biodiversity value of the SINCS and creating linking these sites with new green infrastructure.

In December 2015, the City Gardens team commissioned the London Wildlife Trust to review SINCS within the Square Mile. This included reviewing existing sites for their grading and boundary as well as three new proposed sites at Postman's Park, St Dunstan in the East Church Garden and Portsoken Street Garden.

The following changes including new and upgraded sites and boundary changes have been recommended. It is intended that these changes will be adopted as part of the draft City Plan 2036:

Table 2 - Proposed Sites of Importance for Nature Conservation in the City of London

Site Ref	Sites
	Sites of Metropolitan Importance for Nature Conservation (SMINC)
M031	The River Thames and its Tidal Tributaries
	Sites of Borough Importance for Nature Conservation (SBINC) Grade 1
CiBI01	The Barbican Estate, St Alphage Garden and Barber Surgeons' Garden
	Sites of Borough Importance for Nature Conservation (SBINC) Grade 2
CiBII01	The Temple Gardens
CiBII03	Roman Wall, Noble Street and St Anne & St Agnes Churchyard
	Sites of Local Importance for Nature Conservation (SLINC)
CiL01	St Olave, Hart Street Churchyard
CiL02	St Paul's Cathedral Churchyard Gardens
CiL03	Cleary Garden
CiL04	St Botolph without Bishopsgate Churchyard

Site Ref	Sites
CiL05	Aldermanbury Gardens
CiL07	Finsbury Circus Gardens
CiL08	Postman's Park
CiL09	Portsoken Street Garden
CiL010	St Dunstan in the East Church Garden

4.4 Local Natures Reserves

The City of London does not currently have any sites designated as Local Nature Reserves (LNR). The Action Plan includes an objective to explore the opportunity to select, declare and manage a site as an LNR.

4.5 Open Spaces Audit

A comprehensive audit of all open spaces owned and managed by the City Corporation and private landowners is carried out by the Department of the Built Environment.

The draft City Plan 2036 sets out seven Key Areas of Change areas that are likely to experience significant change over the Plan period and present particular opportunities or challenges that warrant a specific policy focus. They Key Areas of Change are:

- Blackfriars
- Pool of London
- Aldgate
- Tower and Portsoken
- City Cluster
- Fleet Street and Ludgate
- Smithfield and Barbican
- Liverpool Street

The Open Spaces Audit will be used to support the BAP by identifying and prioritising biodiversity enhancements and providing access to nature and green space in the Square Mile.

4.6 Access to nature and green space in the City

Areas of deficiency in access to nature are areas in London where people have to walk more than one kilometre to reach an accessible Metropolitan or Borough Site of Importance for Nature.

Both the Sites of Borough Importance for Nature Conservation (SBINC) Grade 2 located in the City of London have reduced or limited public access because they are privately owned or designated for residents' use. The nearest publicly accessible SBINC to the City of London that is managed by the City Corporation is Bunhill Fields Burial Ground. This site is located just outside the City's boundary in the London Borough of Islington.

The review recommended that the The Roman Wall, Noble Street SINC was both updated to a SBINC Grade 2 and extended to include St Anne & St Agnes Churchyard. The SINC has been renamed Roman Wall, Noble Street and St Anne & St Agnes Churchyard as a result.

Once the current recommendations have been adopted via the City Plan 2036, it is recommended that a future SINC review follows any major changes to a SINC. A SINC review would therefore be commissioning following the reinstatement and establishment of the SLINC at Finsbury Circus Gardens including any other proposed changes that are identified.

The opportunity to identify or upgrade sites to SBINC status may be identified as part of a SINC review. However, due to the dense urban nature of the City and the limited size of current local sites, opportunities may be limited. There is a clear deficiency in access to nature in the east of the City and particularly the City Cluster and Aldgate.

The draft London Plan defines deficiency in access to open space in relation to both the maximum distance residents should have to travel to access a public open space and the size and quality of that open space. The draft London Plan categorises public open spaces based on their structure and size. Most open spaces in the City are identified as 'Pocket Parks' with a minority of 'Small Open Spaces'. As identified in the draft London Plan, individuals should have access to these types of spaces within 400 metres of their homes with residential areas outside of this distance potentially defined as deficient in access to open space. Open space provision and types across London are detailed in [Appendix 5](#)
Appendix 5: Public Open [Space](#) Categorisations

Identifying and maximising both the biodiversity potential and access for public enjoyment of these small sites in the City are of key importance. Management plans will be developed to focus both on enhancing the quality and accessibility of SINC.

4.7 Achievements and recommendations

The City of London Biodiversity Action Plan 2016-2020 has made the following significant achievements:

- A review of SINCs in the City of London was completed by the London Wildlife Trust in 2016.
- A Service Level Agreement (SLA) with GiGL was secured for the Open Space Department.
- Delivery of a Biodiversity Audit for the City.
- Nine predator-secure bird feeding cages were funded and installed by Friends of City Gardens (FoCG) and bird feeding is carried out by volunteers in ten City gardens.
- FoCG monitor and clean bird boxes each autumn which provide valuable information on usage.
- Barbican Wildlife Group (BWG) has made improvement to habitats in the Barbican Wildlife Garden also undertaking species monitoring and community engagement activities and events.
- Annual breeding bird survey and black redstart sightings report carried out by FoCG.
- Bat activity monitored at 14 different locations over two years and talks and walks funded, organised and delivered by FoCG.
- Bat detection workshops organised by FoCG with support from the Bat Conservation Trust and funded by the City of London Corporation's Central Grants Programme.
- Lunch 'n' learn event on bats and birds in the City delivered to City Corporation staff.
- Planting improvements at Postman's Park to support its proposed status as a SLINC.
- Annual participation in the RSPB Big Garden Birdwatch by volunteers at targeted SLINC sites including the production of a report and the provision of data to GiGL for inclusion in the regional wildlife records dataset.
- Working with corporate volunteers to improve habitats within the parks, gardens, and churchyards of the Square Mile such as increasing shrub cover, installing log piles and leaf composting.
- Bulb planting of nectar-rich early flowering species for early emerging pollinators.
- Enhancement of two churchyard garden with pollinator-friendly species.

4.8 Health and wellbeing benefits of biodiversity

As well as the importance of conserving habitats and species, biodiversity and activities that enhance the environment are beneficial to people. The opportunities that exist for individuals to engage and promote biodiversity in the City of London contribute to an active and healthy lifestyle. Examples include taking part in planting activities in a green space, working to create new habitats, community food growing or using walks and trails to explore nature in the City. Biodiversity is also an important contributing factor in mitigating air pollution with specific planting used to improve local air quality and raise awareness within the community. The City Corporation is also working with external organisations based in the Square Mile, such as Bart's Health NHS Trust to increase green infrastructure across their sites. Both participating in biodiversity related activities earning Tempo Time Credits and redeeming them on physical activities such as gyms and swimming pools have a positive impact on health and wellbeing. Access to green space and nature is also linked to improving the mental health and wellbeing of individuals as well as creating quiet and tranquil areas

for workers, residents and visitors.

4.9 Education and community engagement

The work of promoting and enhancing SINC provides a valuable opportunity for individuals to share and learn new skills, knowledge and experience as well as bringing together residents, workers and visitors with a shared passion for biodiversity. This form of engagement can be vital in encouraging local residents to become champions in promoting the quality and understanding of biodiversity in the City. For this reason biodiversity enhancement is used as a platform for many events and activities in the City's green spaces.

4.10 Sustainability in the built environment

The built environment represents an important habitat in the City. It includes historic structures and monuments as well as new developments. Historic walls, churchyards and monuments may support specialised plants and provide unique nesting sites for birds. The sustainability of new structures in the built environment is now a crucial element of building design, with opportunities to support and enhance biodiversity. Developers can include green roofs and walls to contribute towards Building Research Establishment Environmental Assessment Methodology (BREEAM) certification through the creation of new habitats to support local biodiversity. At rooftop level there is increasing space for biodiversity delivered through green roofs.

As set out in the draft City Plan 2036 proposals for major developments will be required to achieve a minimum BREEAM rating of 'excellent' and aim for 'outstanding' against the current, relevant BREEAM criteria at the time of application. It is important that both existing structures and new developments include features that enhance and compliment the network of green infrastructure across the City and take habitats and species into consideration. Planners and developers have the opportunity to incorporate biodiversity using features such as nest boxes, biodiverse roofs and sustainable drainage systems (SuDs). As open space to at ground level is limited, green roofs provide an excellent opportunity to create habitat comparable to open mosaic habitat which is also priority habitat in decline.

New developments or refurbishments must not negatively impact existing habitats without including adequate mitigation. For example, the Black Redstart population in the City is estimated to be at least 10 % of the UK breeding population. This is regarded as 'significant' and any changes to the rooftop habitat should be carefully considered. Similarly, the Peregrine Falcon is also an urban success story with a pair nesting in the City. These unique habitats need to be preserved without disturbance to ensure these rare species are protected.

5.0 Target species

The following target species have been selected as flagship species for their wider conservation value and importance. In general, they have been selected for their low population and vulnerability in the City as species to consider within development and conservation. They also act as a focus for raising awareness and targeting biodiversity conservation actions. Many of the actions to promote these species will have wider positive benefits to biodiversity in the Square Mile.

5.1 House Sparrow – *Passer domesticus*

Once a common sight in parks and gardens across the UK, it is now widely acknowledged that there has been a severe decline in the UK House Sparrow population. It is estimated that Greater London lost 70% of its House Sparrow population between 1994 and 2001. Due to this rapid population decline the species has received the highest level of conservation concern, red status, with the species needing urgent action. The reasons for this decline are complex and include disease, availability of food, air pollution and loss of habitat and nesting sites. The decline in House Sparrows has also been observed in the City with a few isolated colonies on the City fringes including Fortune Street Park and the Tower of London.

The priority actions for House Sparrows may also have a positive impact on all bird species present in the City, with interventions based in specific sites. Guidance will be developed and included in an ecology toolkit and SINC management plans to ensure habitat interventions are tailored to the needs of the House Sparrow. These recommendations will include provision of nest boxes, planting seed rich species, trialling supplementary feeding of protein-rich food during the nesting season and establishing more areas of dense shrub cover. It is also vital to engage with partner organisations and residents through citizen science initiatives to gain a greater understanding of the House Sparrows' remaining presence in the City.

5.2 Black Redstart – *Phoenicurus ochruros*

The Black Redstart is a small robin-sized bird that has adapted to live in the urban environment. There are fewer than 100 breeding pairs in the UK and the Black Redstart features on the red list of birds of conservation concern. The Black Redstart was first reported in London in the 1920s and the species has adapted to living in industrial and urban areas. The population increased significantly following the Blitz when bombsites provided the ideal habitat. The rubble between the bombed-out shells of buildings replicated the bare and stony cliffs of the Black Redstarts' natural habitat.

Central London and specifically the City of London are an extremely important location for this species, with a significant percentage of the national breeding population located in the Square Mile. The population is probably made up of resident pairs and breeding birds that travel from western to southern England between March and May and returning to wintering sites from September. The Black Redstart's population has seen a drop in numbers over the decades which have mainly been linked to loss of breeding sites as buildings have been redeveloped. The increase in the number of green roofs in the City is likely to be the key to continued success of this species in the Square Mile. A species action plan will be developed to provide developers and building managers with advice on enhancing their roofs for the Black Redstart.

5.3 Swift – *Apus apus*

Swifts are summer visitors to London that arrive in April and leave in August to over-winter in Africa. They feed on insects and other invertebrates. Swifts nest in the crevices of cliff

faces and have adapted to make the urban landscape their home by taking advantage of features that replicate this environment, favouring the eaves and roof space of buildings. Modern building design and the redevelopment of buildings has meant Swifts have been excluded from suitable breeding sites which have led to their significant decline in the UK. It is recommended that building management guidelines include retrofitting of Swift nesting boxes in refurbished buildings as well as new developments along the Thames riverside. Once there's a greater understanding of the Thames Riverside environment, opportunities for other species such as the House Martin may be identified.

5.4 Peregrine Falcon – *Falco peregrinus*

Peregrine Falcons have been present in the City for several years. They are given the highest degree of legal protection under Schedule 1 of the Wildlife and Countryside Act 1981. The species is present in many urban areas with the nesting sites closely monitored. Around 20% of the European peregrine population breeds in the UK and therefore it is important to protect this species.

The Peregrine Falcon's natural habitat is cliff ledges. These birds are attracted to the City as tall buildings mimic this habitat. The species also act as a natural predator of pigeons. One pair regularly nests in the City and has successfully raised young for several years. It is important that the nesting sites of these birds are protected, that artificial nests are installed at appropriate locations and building managers and occupiers are made aware of their significance and protected status.

5.5 Bats – *Chiroptera spp.*

There are 17 species of bats in the UK with the Common Pipistrelle, *Pipistrellus pipistrellus*, being the most common species in the inner London boroughs. Bats forage on insects such as moths and beetles and have specific roosting and hibernating preferences. They forage over water and use tree lines to aid navigation. The Common Pipistrelle is the species that has been identified most frequently as roosting and foraging within the City but other crevice-roosting species are also likely to be present.

Bat activity monitoring by Friends of City Gardens has provided a vital insight and valuable data on presence of bats across the City. This data can support further opportunities to target monitoring to gain knowledge of roosts and commuting and foraging routes. Bats are regularly seen over the Barbican lakes and gardens, but they are also widespread elsewhere in the City.

Further surveying and monitoring are required to establish their distribution in the Square Mile. A group of volunteers has now been trained to undertake bat walks which will take place during the summer months.

There continues to be a significant threat to bats in the UK in terms of loss of roosting, maternity and hibernating sites in both natural and artificial structures. Loss of suitable feeding sites and disruption of flight paths due to artificial lighting also have an impact on bat populations.

It is vital to raise awareness on the law protecting bats and their roosts from disturbance and the opportunities to increase individuals' knowledge and understanding of the potential for bats in the Square Mile. Interventions to protect habitats for bats in the City must include considering the impact of surrounding development. Habitat enhancements can include night-scented planting and appropriately-positioned artificial roosting sites such as bat boxes or bat bricks incorporated into buildings.

5.6 Bumblebees – *Bombus spp.*

Bumblebees, along with other pollinators which include species of bee, moth, hoverfly, butterfly and beetle, provide a vital service for parks, gardens, street trees and food-growing sites. There are 24 species of bumblebee in the UK but only eight of these are common and widespread in London. The colonies nest either at ground level or underground at the base of hedges and grassed areas or in hollow trees. The queen bumblebees overwinter in nests which are constructed in abandoned burrows of mice and other small rodents as well as holes in walls and trees. The retention of overwintering sites is a very important part of supporting the species. The queens emerge early in the spring. Thus, the provision of nectar and pollen from early spring-flowering species, such as goat willow, is also important.

Urban areas can provide a diverse range of flowering plants which extend the season and availability of pollen and nectar. The decline of bumblebees is linked to the decline of wildflower-rich meadows and the intensification of landscape management practices. The bumblebee can be used as a flagship species to promote the wider importance of pollinators. Identification and monitoring of pollinator species will provide an important evaluation of the success of these interventions.

5.7 Solitary bee species

[TBC]

5.8 Stag Beetle – *Lucanus cervus*

The Stag Beetle is the UK's largest ground living beetle with concentration in population in south-west London. The Lesser Stag Beetle has been observed in the Barbican Wildlife Garden. Stag Beetles have a lengthy life cycle lasting up to seven years from egg to adult. The larvae rely on dead or decaying wood such as fallen trees, branches and stumps. The Stag Beetle is a nationally threatened species. The population decline is related to habitat loss due to development and the sanitisation of parks and gardens with the removal of dead and rotting material. Predators such as foxes can also disrupt the Stag Beetles from completing their life cycle.

Raising public awareness of the Stag Beetle, its life cycle and the benefits of dead and decaying wood, leaf litter and not 'tidying up' green spaces will help create suitable habitats for the wider invertebrate population. Leaf composting areas will be introduced in all SINC sites as an outcome of site-specific SINC management plans. Log piles have been installed in most of the existing SINC sites and will be built in newly designated sites. Stag Beetles act as an excellent flagship species to both engage with the public and promote positive habitat management for all invertebrates.

6.0 Target habitats

Two target habitats have been identified where there is the opportunity to create or enhance space for biodiversity within new or existing green spaces or the built environment. These habitats are also an important part of supporting the target species.

6.1 Open mosaic habitat

‘Open mosaic habitats on previously developed land’ has been identified as a priority habitat to create or restore in the London Environment Strategy. This habitat is typical of old industrial sites and was common in the City in the form of rubble of bomb damaged building following the Second World War. Biodiverse roofs can be created to replicate this habitat to create a range of conditions to support flora and invertebrate communities. This can be achieved with varying substrate depths, areas of bare ground and appropriately selected wildflower seeds and plug plants to suit the conditions. Features such as pebbles and stones, sandy mounds, logs and rope as well as create areas with water. Singing posts and nesting boxes for Black Redstarts can also be incorporated.

6.2 Standing open water

Standing water, in the form of ponds and lake in the City, is identified as a priority habitat in the London Environment Strategy. Ponds and lakes are important for supporting a range of wildlife including invertebrates, dragonflies, amphibians and birds as well as feeding ground for bats. There is the opportunity to improve the quality of existing ponds and lakes, create new ponds and incorporate access to water into the design of biodiverse roofs. SuDs schemes can also contribute towards increasing access to water for wildlife including pollinators as well as incorporating features such as bird baths.

7.0 Action plans

To deliver the objectives of the BAP four action plans have been developed. These deliver the key themes that support both the priority species and wider biodiversity priorities in the Square Mile.

Action Plan 1: Open space and habitat management

Aim: to protect and enhance habitats and species in the Square Mile

Action Plan 2: The Built environment

Aim: to improve green infrastructure in the built environment

Action Plan 3: Education and community engagement

Aim: to promote a greater understanding of the City's Biodiversity

Action Plan 4: Data collection, survey and monitoring

Aim: to improve monitoring and data on biodiversity in the City

7.1 Action Plan 1: Open space and habitat management

It is intended that recommendations of the review of SINCS in 2016 will be adopted via the City Plan 2036. The BAP also requires the City Corporation to develop SINC management plans for sites managed both by the City Corporation and explore what equivalent documents may be in place for privately owned/managed sites.

The SINC management plan for each site will identify and develop agreed biodiversity enhancements and promote good management with a clear framework for delivery and annual review of progress. The SINC management plans will identify the specific actions for each site enabling the City Corporation to engage in a dialogue with interested parties and identify funding opportunities.

The range of enhancements will include:

- Increasing shrub cover and berry-bearing plants including hedges.
- Providing continuous vertical habitats from ground level to the tree canopy to create dense cover for roosting and nesting.
- Planting a range of nectar and pollen-rich species, including night-scented varieties that will provide forage for pollinators throughout the year.
- Amending management practices that may harm biodiversity, and introducing practices that will enhance habitats, such as leaf composting and mulching.
- Considering the biodiversity value of planting when redesigning, refurbishing or enhancing current open spaces.
- Considering the impact of climate change on biodiversity choosing plants that are resilient to a range of climate impacts.
- Retaining and increasing deadwood for invertebrates in open space sites either as log piles or as a support for ivy, as well as for fungi.

Many of the City's open spaces such as the churchyards have a strongly historic character that underscores their biodiversity to powerful effect. A number include historic structures such as parts of the Roman and medieval City wall, exposed Victorian building basements, elements of former churches damaged or altered after the Second World War, gravestones damaged or destroyed in the Blitz, and memorial structures. Their structures provide an excellent host for mosses, lichens and ferns, as well as other wall-dwelling species. Many of these sites are unique habitats that will be surveyed and monitored. The SINC management plans for those sites will require all interested parties, including departments within the City Corporation, Historic England and Natural England, to be made aware of any proposed developments. The sites will be managed taking into consideration the habitat features identified and the desirability of maintaining their unique historic character. Many of these sites and structures are designated assets such as scheduled ancient monuments, listed buildings, or within conservation areas and Historic Parks and Gardens, all of which have

statutory protection.

The BAP will identify opportunities to understand and contribute towards the River Thames as a Site of Metropolitan Importance for Nature Conservation. The City's artificial structures and river walls and foreshore provide an important habitat for wildlife with the Thames itself proving an important ecological corridor through the heart of London. Developments guided by the Thames Strategy and Riverside Walk Enhancement Strategy must protect biodiversity and encourage enhancements to this wildlife corridor as well as improve water quality with the use of SuDS. The City Corporation works with both the Environment Agency and Port of London Authority to enhance biodiversity along the River Thames. The Thames Tideway Tunnel which will improve water quality and associated biodiversity in the Thames by reducing sewer discharges into the river.

7.2 Action Plan 2: The built environment

The built environment includes all new and existing buildings, structures and public realm developments. This action plan focuses on the important contributions the built environment can make to supporting biodiversity. These include:

- Green roofs and walls
- Tree planting
- Environmental enhancement schemes
- Biodiversity-rich planting schemes
- SuDs
- Installation of artificial nest boxes for targeted species

The draft City Plan 2036 supports the installation of biodiverse extensive or intensive green roofs and green walls on all appropriate developments. This has the potential to contribute significantly to the biodiversity and climate resilience of the City of London, complementing the network of green spaces at ground level. Well-designed green roofs provide the ideal opportunity to create the open mosaic habitat typical of brownfield sites, replicating the habitat favoured by species such as the Black Redstart. Although green roofs may have constraints depending on their location, they can provide favourable growing conditions such as a sunny aspect, which may be limited at ground level. This can increase the planting palette available to designers and opportunities for biodiversity. Roof gardens and terraces also play an important role in allowing access to amenity space for building occupiers and the wider community with the added value of providing connected aerial habitats.

The City has an established network of ground level open spaces. Both street trees and environmental enhancement projects have the potential to improve the connectivity of SINC, green spaces and associated habitats. The draft City Plan 2036 acknowledges the importance of enhancement schemes which include trees and soft landscaping that promote biodiversity and link existing green spaces and routes in green corridors. The City of London Tree Strategy Part 2 also promotes the aim to increase existing stock and encourage green corridors that contribute to the biodiversity of the City.

Significant opportunities exist to improve the connectivity of green spaces and their biodiversity value. Development of the built environment has the potential to enhance the habitats of priority species that have adapted to and made the Square Mile their home. All buildings and infrastructure must therefore positively contribute to a range of sustainability issues and opportunities with biodiversity a key component. It is imperative that at an early

stage in any development or landscape improvement that consideration must be given to both the impact of new developments and potential for biodiversity enhancements are assessed. To ensure the maximum benefits to biodiversity are realised the context of where the site sits in relation to the local biodiversity network, assessing assets such as individual trees, open spaces, SINCS, water bodies and how the development can enhance, contribute and not detract from to what is already there.

Considerations for not negatively impacting on the existing biodiversity network include:

- Ensuring lighting associated with construction sites does not unnecessarily illuminate nearby open spaces and disrupt bat foraging routes.
- Ensure new lighting in public realm enhancement schemes does not have an adverse impact on biodiversity.
- Over provision of nesting boxes for territorial species in an area that can only support small numbers e.g. Peregrine falcon

Assets that should be considered to be included in any enhancement include:

- Installing well positioned and specified artificial nesting boxes or habitats.
- Retrofitting artificial structures to improve habitats for species such as bats and pollinators.
- Providing standing water on site
- Introducing log piles and other deadwood habitats
- Diverse planting schemes that provide habitat and food for wildlife

Temporary assets that can be introduced during development or on vacant sites include:

- Introducing temporary green walls or other pollen and nectar-rich features on construction sites and on hoardings which in some circumstances may be in place for many years.
- Take advantage of vacant sites such as planters, beds or borders or areas undergoing redevelopment by sowing wildflower species to provide pollen and nectar as well as a temporary visual amenity.

Wherever possible providing interpretation on the background and history of a site as well as importance of features such as street trees and green roofs.

Such suggestions will be developed as part of an ecology toolkit.

7.3 Action Plan 3: Education and community engagement

The action plan for education and community engagement covers a wide remit, including:

- Promoting a greater understanding of the City's biodiversity and informing stakeholders how their work or leisure might impact on the natural environment.

- Providing opportunities for stakeholders to contribute towards initiatives designed to enhance biodiversity in open spaces and to learn new skills.
- Encouraging volunteers and City Gardeners to work together on biodiversity projects.

The City has several established community and resident groups that engage in activities which promote and enhance the value of biodiversity in the community. These activities include:

- Weekly gardening sessions to support biodiversity at the Barbican Wildlife Garden by the BWG supported by a City Gardener.
- Workshops and other activities organised by BWG.
- Weekly garden maintenance sessions and one-off green space projects organised by FoCG volunteers for residents and corporate volunteers.
- Bird feeding and bird bath cleaning in 10 City gardens by FoCG volunteers.
- Monthly BeeWalks to support the national recording scheme run the Bumblebee Conservation Trust.
- Data collection and reporting to GIGL by FoCG and BWG volunteers.
- Nic's Secret Garden and Plant Rescue Nursery created and maintained by a City Gardener, with the assistance of FoCG volunteers in an otherwise unused City space.
- Middlesex Street Gardeners' Club and Golden Lane Estate Allotment Group – "Golden Baggers"
- Support and participation of campaigns such as the Royal Horticultural Society(RHS) 'It's Your Neighbourhood and London in Bloom that bring together City businesses, residents and community groups to have a positive impact on biodiversity in the Square Mile.
- The use of social media and dedicated websites by FoCG, BWG and Golden Baggers.

Community and resident groups provide a significant contribution in supporting biodiversity in terms of raising awareness of species and improving habitats. Their work should be supported and assistance provided in identifying funding streams that support their work.

National award schemes such as RHS Britain in Bloom and the Green Flag Awards and Green Heritage Site Accreditation managed by Keep Britain Tidy recognise the importance of considering biodiversity in all aspects of parks and open spaces management. The schemes also provide a stimulus for managers to strive for excellence and promote their achievements to a wider audience.

The City Gardens team will encourage City businesses to undertake corporate social responsibility (CSR) commitments in the City's green spaces. This will provide the ideal opportunity for City businesses and their employees to gain a greater understanding of the network of open spaces available in the City and make a positive contribution to biodiversity. This has a positive impact on building a stronger and engaged community in the City as well as developing the skills of individuals.

The City Gardens team will support colleagues, residents, businesses and visitors in raising awareness of the value of biodiversity in the urban landscape and how they can help to protect and enhance it. The City Corporation supports the London-wide campaign to raise awareness of what SINC's are and their importance in the context of both the City and London.

Biodiversity is an excellent platform to engage with children and to increase their understanding of the natural world. There are two state primary schools that take the majority of the City's resident children – The Aldgate School in the east of the City and Prior Weston, a London Borough of Islington primary school on the north-west edge of the City as well as another primary school, City of London Academy Islington (CoLPAI) also on the north-west edge of the City. In addition to these state schools there several private schools and nurseries in or on the fringes of the Square Mile. Volunteer groups already work with both state schools and other nurseries to provide learning opportunities and support gardening activities. Both the City Corporation and volunteer and community groups can be of key importance in working with schools to support curriculum-based biodiversity activities. The City Gardens team will also identify and support opportunities for adult learning, both for individual personal development and to support biodiversity.

The City Corporation website will be developed to include information on biodiversity of the City, raise awareness of SINC's and explain what individuals and businesses, especially through volunteering and CSR, can do to support biodiversity in the Square Mile. Communication channels should be used to raise awareness how biodiversity is being supported as well as disseminate good practice guidance. They will also be used to signpost respondents to other more detailed sources of information and how they can engage with delivery of the BAP.

7.4 Action Plan 4: Data collection, surveys and monitoring

It is essential that data on species and habitats is systematically collected and digitally recorded. This information can be used to inform planners and developers, help shape management plans and demonstrate the importance of green spaces and associated green infrastructure features. The data collected is a vital element for developing an evidence base for evaluating the success of interventions, and guiding future work. It is important that the data is publicly accessible, and that the City Corporation contributes to the regional and national agenda to understand and protect biodiversity.

Analysis of the available data on protected species in the City shows a varied distribution of protected species which is possibly be linked to under-recording and monitoring of species. The lack of species records does not necessarily mean lack of presence. There is no evidence of recent species records for several SINC's, which limits the ability to assess their current situation. There is therefore a need to target the monitoring of SINC's and in particular underreported SINC's. The management and monitoring of green roofs once installed is also an important to improve the understanding how green roof contribute to urban biodiversity.

GiGL is London's environmental record centre. It receives, collates and manages detailed information on aspects of open spaces, including habitat and species information. This data can then be supplied to any interested parties, such as planners and developers, to enable them to make informed decisions to protect and enhance biodiversity. GiGL's habitat and species datasets provide valuable information and it is important that this information is understood and considered to ensure that informed decisions are made.

More can be done to encourage the monitoring of successful habitats, provide information to make enhancements and inform future projects. The City Gardens team, planners and volunteers will actively engage with developers and building managers to encourage more ecological surveys of these habitats and the sharing of information. Data is invaluable to

support funding bids and further ensure that projects and developments take into consideration the specific conditions that influence biodiversity in the City.

The Open Spaces Department (OSD) has a Service Level Agreement (SLA) with GiGL which provides access to data and services that can inform the decision making process to protect and enhance biodiversity. The data and interpretation provided by GiGL has been essential for supporting the SINC Review process and Biodiversity Audit as well as providing the evidence base for the BAP. The Action Plan highlights the need to continue to maintain an SLA with GiGL and promote and utilise the data and services available. The datasets held by GiGL should be reviewed to ensure they are an accurate reflection of the open space provision and urban greening in the Square Mile. The OSD will work in conjunction with the DBE when commissioning, collating and monitoring data.

The BAP identifies the need to monitor protected, priority and City specific target species. This can be achieved by a combination of data collection methods including commissioning systematic and targeted species surveys to gain a better understanding of the species and supporting habitats. A Monitoring Strategy will be developed to identify the priorities for monitoring from a species data perspective. The Monitoring Strategy will identify opportunities to inform the City's community about the City's open spaces and biodiversity and identify both existing and new opportunities to engage, such as RSPB Big Garden Birdwatch and City Nature Challenge. Species monitoring and recording also provides an accessible, achievable and measurable outcome for investment in biodiversity identification and survey training.

8.0 Funding opportunities

The City Gardens team will work with volunteers to access funding and sponsorship opportunities as they arise. These may be national schemes run by corporates, Heritage Lottery funding, Community Infrastructure Levy (CIL) funds, planning obligations commonly referred to as section 106 agreements or other City funds including the Social Value element of the City Corporation's procurement process.

9.0 How the BAP will be monitored and delivered

As progress towards achieving the actions of the BAP is made, it is important to record and communicate this to members Partnership Group as well as the wider public. Lead Partners will update their actions on an annual basis and meet to review progress made. Biodiversity information, including the annually updated actions will be provided to committee and made available to the Partnership Group.

Table 3 - Action Plan 1: Open space and habitat management

Action No	Action	Lead Partner	Contributing partner	Start/end Date
OSHM1.1	Adopt via the City Plan 2036, the recommendations of the 2016 review of Sites of Importance of Nature Conservation (SINCs) in the City of London.	CoL PP	CoL OSD	
OSHM1.2	Schedule and secure funding for a future SINC review. Identify any proposed new sites, boundary changes or upgrades to be included as part of the review.	CoL OSD		
OSHM1.3	Assess the potential of the Barbican Wildlife Garden to qualify as a Local Nature Reserve (LNR).	CoL OSD CoL CCS	BWG CoL PP	
OSHM1.4	Commission and secure funding of an ecologist to produce SINC management plans for all City Corporation managed SINC sites. Work with landowners and managers to develop management plans for privately owned/managed sites.	CoL OSD		
OSHM1.5	Commission and adopt a black redstart species action plan.	TBC	FoCG	
OSHM1.6	Set up of a multi-departmental working group to develop guidance on managing historic walls, memorials and structures for biodiversity.	CoL HES	CoL OSD CoL CS	

Table 4 - Action Plan 2: The built environment

Action No	Action	Lead Partner	Contributing partner	Start/end Date
BE2.1	Develop an ecology toolkit and biodiversity checklist for the City of London Corporation staff as tool to	CoL OSD	CoL DBE	

Action No	Action	Lead Partner	Contributing partner	Start/end Date
	support projects and public realm schemes.			
BE2.2	Following the enactment of the Environment Bill, assess how the City Corporation will meet its duties as a local authority and implement strategies for the following; 1) biodiversity net gain 2) local nature recovery strategy 3) biodiversity reporting.	TBC		
BE2.3	Produce a planning advice note on biodiversity for planning officers and developers.	CoL PP	CoL OSD	
BE2.4	Publish a planning advice note on green infrastructure ensuring biodiversity is considered including a definition of a biodiverse roof.	CoL PP		
BE2.5	Review planning application validation checklist for biodiversity surveys and reports.	CoL PSD		
BE2.6	Ensure appropriately located artificial nesting and roosting sites are specified in new developments through planning conditions to support target species.	CoL PSD		
BE2.7	Carry out below ground mapping to identify locations for new green infrastructure and SuDs across the city including along routes between SINCS.	DBE		

Table 5 - Action Plan 3: Education and community engagement

Action No	Action	Lead Partner	Contributing partner	Start/end Date
ECE3.1	Provide advice, guidance and training to support the BAP both for City Corporation employees and the wider City community including residents, businesses, visitors, schools, colleges, developers and land managers.	CoL OSD		
ECE3.2	Support resident and community groups that contribute to local and national species recording and monitoring initiatives.	CoL OSD	FoCG	
ECE3.3	Develop guidance on supporting pollinators in the built environment.	CoL OSD	FoCG	
ECE3.4	Promote and disseminate guidance for the London Invasive Species Initiative (LISI) species to raise awareness of these species and how they should be managed.	CoL OSD		

Table 6 - Action Plan 4: Data collection, surveys and monitoring

Action No	Action	Lead Partner	Contributing partner	Start/end Date
DCSM4.1	Maintain, improve, promote and utilise the information and services available via GiGL SLA.	CoL OSD	CoL PP CoL M&I	
DCSM4.2	Review datasets that can be shared with GiGL to improve available data on open spaces and urban greening.	CoL PP	CoL M&I	
DCSM4.3	Produce a monitoring strategy to target SINC's with under-recording of species and promote good practice.	CoL OSD		
DCSM4.4	Identify funding to carry out a black redstart and bat baseline survey to guide future management interventions and enhancements.	CoL OSD		
DCSM4.5	Carry out a green infrastructure audit to identify priority areas where public realm schemes, green roofs, urban greening and tree planting can improve the connectivity of SINC's and green spaces to increase habitat connectivity.	TBC		

Table 7 - Key for action plan tables

Abbreviation	Organisation
CoL OSD	City of London Corporation, Open Spaces Department
CoL PP	City of London Corporation, Planning Policy
CoL PSD	City of London Corporation, Planning Services and Development
CoL M&I	City of London Corporation, Monitoring & information team
CoL CS	City of London Corporation, City Surveyor's Department
CoL CCS	City of London Corporation, Community and Children's Services
BWG	Barbican Wildlife Group
FoCG	Friends of City Gardens

10.0 Appendices

10.1 Appendix 1: National, regional and local policy

The list below outlines the key policy and legislation at a local, regional and national level to which the BAP contributes towards their delivery and support:

[TBC]

10.2 Appendix 2: Protected Species and/or Priority Species records in the City of London

[TBC]

10.3 Appendix 3: City of London Biodiversity Action Plan Partnership Group

[TBC]

10.4 Appendix 4: Open space typology and categorisation

The open space typologies used for the City of London Open Spaces Audit are identified in the table below:

Typology	Primary Purpose
Parks and Gardens	Accessible, high quality opportunities for informal recreation and community events.
Natural and semi-natural greenspaces	Wildlife conservation, biodiversity and environmental education and activities.
Local Green Corridors	Walking, cycling or horse riding, whether for leisure purposes or travel and opportunities for wildlife migration.
Outdoor Sports Facilities	Participation in outdoor sports, such as pitch sports, tennis, bowls, athletics or countryside or water sports.
Amenity Greenspace	Opportunities for informal activities close to home or work or enhancement of the appearance of residential or other areas.

Typology	Primary Purpose
Provision for children and young people	Areas designated primarily for play and social interaction involving children and young people, such as equipped play areas, ball courts, skateboard areas and teenage shelters.
Cemeteries and churchyards	Quiet contemplation and burial of the dead, often linked to the promotion of wildlife conservation and biodiversity.
Primary civic spaces	Provides open space amenity. Includes civic and market squares and other hard surfaces designed for pedestrians.
Secondary civic spaces	Provides both open space amenity and facilitates pedestrian movement.
Sites awaiting development	Awaiting development.

10.5 Appendix 5: Public Open Space Categorisations

The table below provides an overview of the Public Open Space categories as defined in the London Plan. Spaces are categorised according to their size, facilities and local importance and provide a clear method to evaluate open space provision and type across Greater London.

Open Space Categorisation	Size Guidelines	Distances from homes
Regional Parks	400 hectares	3.2 to 8 kilometres
Metropolitan Parks	60 hectares	3.2 kilometres
District Parks	20 hectares	1.2 kilometres
Local Parks and Open Spaces	2 hectares	400 metres
Small Open Spaces	Under 2 hectares	Less than 400 metres
Pocket Parks	Under 0.4 hectares	Less than 400 metres
Linear Open Spaces	Variable	Wherever feasible

10.6 Appendix 6: Registered Parks & Gardens

The following sites in the City of London feature on the Historic England 'Register of Historic Park and Gardens of special historic interest in England' which identifies sites of particular historic significance:

Site	Grade
Finsbury Circus	II
Golden Lane Estate Designed Landscape	II
Inner Temple	II
Middle Temple	II
The Barbican	II*

10.7 Appendix 7: Glossary

Explanation of terms used in BAP:

All London Green Grid

The All London Green Grid (ALGG) is a Greater London Authority (GLA) framework to promote the design and delivery of 'green infrastructure' across London.

Barbican Wildlife Group (BWG)

The BWG is a group of volunteer local residents who, with the City Gardens team, preserve, protect and enhance biodiversity in Barbican Wildlife Garden for the education and enjoyment of all Barbican Estate residents and guests. BWG also promotes the conservation of the Garden's many habitats and its retention as a wildlife haven within the City. It also aims to foster and promote biodiversity within the Estate and to work with like-minded groups and organisations to promote and foster biodiversity within and beyond the Square Mile.

Biodiversity

Biodiversity is the term used to describe the variety of life on Earth. This includes wildlife such as animals, birds and plants, the habitats which are the places they live and how they all interact with their surroundings as part of the ecosystem.

Building Research Establishment Environmental Assessment Methodology (BREEAM)

BREEAM is the world's leading sustainability assessment method for master planning projects, infrastructure and buildings. It addresses a number of lifecycle stages such as new construction, refurbishment and in-use.

Citizen Science

Citizen science is scientific research conducted by amateur or non-professional enthusiasts. Citizen science may be performed by individuals or groups of volunteers and interested parties.

City of London Corporation

The City of London Corporation provides local government and policing services for the financial and commercial heart of Britain, the 'Square Mile'.

City Gardens, Open Spaces Department

The City Gardens team are responsible for tree and green space management for around 200 open spaces in the Square Mile including parks, gardens, churchyards, plazas and highway planting. The City Gardens team is also responsible for Bunhill Fields Burial Ground just outside the City boundary in the London Borough of Islington.

Corporate Social Responsibility (CSR)

CSR is a process which companies choose to follow to take responsibility for their actions and encourage positive impacts through their activities on the environment, consumers, employees, shareholders, communities and all other members of the public who may also be considered as stakeholders.

Department for Environment Food & Rural Affairs (Defra)

Defra is a UK government department responsible for safeguarding our natural environment, supporting our world-leading food and farming industry, and sustaining a thriving rural economy. Our broad remit means we play a major role in people's day-to-day life, from the food we eat, and the air we breathe, to the water we drink.

Friends of City Gardens (FoCG)

A community group of volunteers comprising City residents, City of London Guides, City workers and other interested parties. They support the City Gardens Team and have a special interest in promoting and enhancing biodiversity.

Greenspace Information for Greater London (GiGL)

GiGL is the capital's environmental records centre that collates, manages and makes available detailed information on London's wildlife, parks, nature reserves, gardens and other open spaces.

Green Corridors

Almost continuous areas of open space which are linked. They can act as wildlife corridors and serve amenity, landscape and access roles.

Green Infrastructure

A strategically planned and managed network of green spaces and other environmental features vital to the sustainability of any urban area. This includes although not exclusively trees, green roofs and walls and green corridors.

Draft City Plan 2036

[TBC]

London Biodiversity Partnership

The London Biodiversity Partnership was formed in 1997 to bring together organisations to benefit wildlife and boost the capital's green space.

National Planning Policy Framework

[TBC]

Open Mosaic Habitat

Open Mosaic Habitats on Previously Developed Land (OMH) is defined by the Defra. They are found mainly in urban and formerly industrial areas and have high biodiversity value. This value includes rare plants, mosses, lichens and a large number of rare invertebrates, especially bees, wasps and beetles.

Open Space

Open space is land which is not built on and which has some amenity value or potential for amenity value. Amenity value is derived from the visual, recreational or other enjoyment which the open space can provide, such as historic and cultural interest and value. This includes open spaces in public or private ownership.

Sites of Importance for Nature Conservation (SINCs)

Sites are designated as SINCs to highlight areas of ecological value in the City. The sites are graded as being of Metropolitan (SMINCs), Borough (SBINCs), or Local (SLINCs) importance.

Sustainable Drainage System (SuDS)

A range of sustainable measures for surface water management which reduce the amount, flow or rate of surface water discharge into sewers.

Bibliography

[TBC]

Open Spaces Department

The City of London Corporation owns and manages a number of Open Spaces, Parks and Gardens in and around London as part of its commitment to sustaining a world class city. Each open space is a unique resource managed for the use and enjoyment of the public and for the conservation of wildlife and historic landscape.

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Appendix 2 - Planning Application Open Spaces Consultations to 26 January 2021

Application number	Location	Description
PT_LH/20/00869/FULEIA	2-3 Finsbury Avenue London EC2M 2PF	Further information received in support of the earlier application on this site.
PT_PF/21/00030/FULL	St Paul's Cathedral St Paul's Churchyard London EC4M 8AD	Installation of the 'People of London' Memorial in a new location in the South Churchyard of St Paul's Cathedral and associated works.
PT_PF/21/00015/CLOPD	Juxon House 100 St Paul's Churchyard London EC4M 8BU	Construction of a new lobby entrance, in addition to the installation of metallic louvres on the ground floor of 100 St Paul's Churchyard, fronting onto Paternoster Lane.
PT_BAB/21/00021/MDC	Emperor House 35 Vine Street London EC3N 2PX	Submission of details of hard and soft landscaping pursuant to condition 5(k) of planning permission 18/00193/FULMAJ dated 26.07.2018.
PT_KS/21/00012/FULL	Inner Temple Garden Crown Office Row London EC4Y 7HL	To install six soakaways with associated underground pipework and collection gullies to alleviate flooding and puddles on the western and northern pathways in the Inner Temple Garden. The six soakaways will all be 1200mm x 1200mm x 1600mm deep filled with 8 no soakaway crates to provide 2m ³ overall. Each will be wrapped in a 'Terram' layer with a 20mm pea shingle topping and a minimum of 300mm topsoil - all to BRE Digest 365.
PT_CXB/21/00023/PODC	Bernard Morgan House 43 Golden Lane London EC1Y 0RS	Submission of the Open Space Management Strategy pursuant to Schedule 3 Paragraph 11.2.4 of the Section 106 Agreement dated 30 August 2017 (as amended by a Deed of Variation dated 16 March 2020). Planning Application Reference: 16/00590/FULL.
PT_KG/20/00816/FULEIA	70 Gracechurch Street London EC3V 0HR	Demolition of existing buildings and the erection of a new building comprising basement

		levels and ground floor plus 33 upper storeys (155m AOD) including office and other uses and a public viewing gallery. Public realm improvements and other works associated with the development including access and highways works.
PT_CL/20/00997/FULEIA	Land Bounded By Fleet Street, Salisbury Court, Salisbury Square, Primrose Hill & Whitefriars St London, EC4Y	Demolition and part demolition of existing buildings around Salisbury Square and erection of three new buildings: a combined court building; a police headquarters building; and a commercial building including offices, retail and cycle hub (Class E). Significant public realm and highway works, including enlarged Salisbury Square, landscaping, access and servicing arrangements, new pedestrian routes, dismantling, relocation and reconstruction of Grade II listed Waithman obelisk within Salisbury Square. Other associated and ancillary works and structures.
PT_KG/20/00969/TTT	Tideway Working Area Blackfriars Bridge Foreshore Victoria Embankment London EC4Y ODR	Partial discharge of schedule 3 requirements relating to the Landscaping works pursuant to BLABF 14 of the Thames Water Utilities Limited (Thames Tideway Tunnel) Order 2014 as amended.
PT_SJW/20/00671/FULEIA	55 Gracechurch Street London EC3V 0EE	Revisions and addendums received for application for demolition of existing buildings and the erection of a new building comprising basement levels and ground floor plus 29 upper storeys (146mAOD) including office and other uses, a public viewing gallery and garden terrace, new pedestrian routes, cycle parking, servicing, etc., public realm improvements,

		and other works associated with the development.
PT_PF/20/00932/FULMAJ	Snow Hill Police Station 5 Snow Hill London EC1A 2DP	External and internal alterations together with demolition and new build associated with the change of use of existing building from police station to hotel with ancillary uses including: highway works; greening and other ancillary works.
PT_AW/20/00940/ADVT	100 Liverpool Street London EC2M 2RH	Proposed non-illuminated hoarding around Crossrail Station site adjacent to Liverpool Street station, for a maximum period of 5 years. Hoardings to be varying height and width, up to a maximum 2.6m in height, all at 0.15m depth.
PT_AW/20/00939/ADVT	Exchange Square London EC2A 2BR	Proposed non-illuminated hoardings around perimeter of Exchange Square for a temporary period of 5 years. Height of the hoardings to vary between 2.4m and 3m, and width to vary between 1.94m and 24.17m. Depth for all hoardings to be 0.15m.
PT_AW/20/00938/ADVT	100 Liverpool Street London EC2M 2RH	Proposed non-illuminated hoardings around fulcrum of 100 Liverpool Street and 8-12 Broadgate, for a maximum period of 5 years. Hoardings to be varying height and width, up to a maximum of 3m in height, and all at 0.15m in depth.
PT_PF/20/00906/ADVT	25 Cannon Street London EC4M 5TA	Display of advertisement panels on the hoardings fronting Cannon Street, New Change and Watling Street for a temporary period of two years.
PT_AS/20/00820/FULL	Aldgate Square London EC3N 1AH	Temporary installation of a sculpture on paving for a period of up to 12 months, as part of the 9 th edition of Sculpture in the City, to be taken down on or before 13 December 2021 with an expected de-installation in March 2021: Arcadia by Leo

		Fitzmaurice (previously exhibited in front of 99 Bishopsgate).
PT_LH/20/00869/FULEIA	2-3 Finsbury Avenue London EC2M 2PF	Demolition of the existing buildings and construction of a new building arranged over three basement levels, ground and 37 upper floors to provide an office-led, mixed use development; creation of a new pedestrian route through the site at ground floor level; hard and soft landscaping works; outdoor seating associated with ground level uses and other works incidental to the development.
PT_AW/20/00864/FULL	St Mary Staining Churchyard Staining Lane London EC2V 7DE	Installation of a new regraded path from the corner of Staining Lane and Oat Lane to provide level access to St Mary Staining Churchyard and the secondary entrance to Pewterers Hall, replacing the existing path and three steps, construction of low level retaining brickwork walls with integrated lighting.

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