



## Epping Forest & Commons Committee

**Date:** THURSDAY, 23 JANUARY 2025  
**Time:** 1.45 pm  
**Venue:** COMMITTEE ROOMS - 2ND FLOOR WEST WING, GUILDHALL

**Members:**

Benjamin Murphy (Chairman)	Eamonn Mullally (Ex-Officio Member)
Caroline Haines (Deputy Chairman)	David Sales
George Abrahams	Philip Woodhouse
Jaspreet Hodgson	Verderer Michael Chapman DL
Alderman Vincent Keaveny, CBE	Verderer William Kennedy
Gregory Lawrence	Verderer Paul Morris
Alderman Sir Nicholas Lyons	Verderer Nicholas Munday
Alderman Bronek Masojada	

**Enquiries:** Callum Southern  
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### Accessing the virtual public meeting

Members of the public can observe all virtual public meetings of the City of London Corporation by following the below link:

<https://www.youtube.com/@CityofLondonCorporation/streams>

A recording of the public meeting will be available via the above link following the end of the public meeting for up to one civic 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.

Whilst we endeavour to livestream all of our public meetings, this is not always possible due to technical difficulties. In these instances, if possible, a recording will be uploaded following the end of the meeting.

**Ian Thomas CBE**  
**Town Clerk and Chief Executive**

# AGENDA

## 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 public minutes and non-public summary of the previous meeting held on 28 November 2024.

**For Decision**  
(Pages 7 - 20)

4. **MATTERS ARISING**

a) **Action Log (Pages 21 - 22)**

Report of the Town Clerk.

**For Information**

5. **SSI FEATURES ASSESSMENT - VERBAL UPDATE**

The Committee to receive a verbal update.

**For Information**

6. **EPPING FOREST CONSULTATIVE GROUP REVIEW OF THE TERMS OF REFERENCE (SEF 04/24)**

Report of the Executive Director, Environment.

**For Decision**  
(Pages 23 - 36)

7. **RISK MANAGEMENT UPDATE**

Report of the Executive Director, Environment.

**For Decision**

## **Epping Forest**

8. **ASSISTANT DIRECTOR EPPING FOREST UPDATE REPORT OCT-DEC 2024 (SEF 01/25)**

Report of the Executive Director, Environment.

**For Information**  
(Pages 109 - 122)

9. **EPPING FOREST FIVE YEAR BUSINESS PLAN 2025-30 (SEF 06/25)**

Report of the Executive Director, Environment.

**For Decision**  
(Pages 123 - 132)

10. **EFCC BUDGET ESTIMATE REPORT 2025-26 APPENDIX 1 FINAL (1)**

Joint Report of the Chamberlain and the Executive Director, Environment.

**For Decision**  
(Pages 133 - 144)

11. **ROOKERY WOOD RESERVOIR REMEDIAL WORKS**

Report of the Executive Director, Environment.

**For Decision**  
(Pages 145 - 170)

12. **CARBON REMOVALS PROJECT WORKSTREAM ON EPPING FOREST & BUFFER LANDS LEAKY DAMS (SEF 03/25)**

Report of the Executive Director, Environment.

**For Decision**  
(Pages 171 - 182)

13. **LICENCES FEES AND CHARGES 2025/26 (SEF 02/25)**

Report of the Executive Director, Environment.

**For Decision**  
(Pages 183 - 200)

14. **EPPING FOREST TRUSTEE'S ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024**

Report of the Executive Director, Environment.

**For Information**  
(Pages 201 - 240)

15. **SUMMARY OF MEDIA COVERAGE FOR EPPING FOREST AND THE COMMONS (2024)**

Report of the Executive Director, Environment.

**For Information**  
(Pages 241 - 250)

**Burnham Beeches & The Commons**

16. **BUDGET ESTIMATES 2025/26 - THE COMMONS CHARITIES**

Report of the Executive Director, Environment.

**For Decision**  
(Pages 251 - 274)

17. **BURNHAM BEECHES AND CITY COMMONS FIVE YEAR BUSINESS PLAN 2025-30**

Report of the Executive Director, Environment.

**For Decision**  
(Pages 275 - 292)

18. **THE COMMONS: LICENCES, WAYLEAVES AND PRODUCE FEES AND CHARGES FOR 2025/26**

Report of the Executive Director, Environment.

**For Decision**  
(Pages 293 - 312)

19. **ASHTEAD COMMON TRUSTEE'S ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024**

Report of the Executive Director, Environment.

**For Information**  
(Pages 313 - 342)

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

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

**Part 2 - Non-Public Agenda**

22. **EXCLUSION OF THE PUBLIC**

**MOTION:** The following matters relate to business under the remit of the Court of Common Council acting for the City Corporation as charity Trustee, to which Part VA and Schedule 12A of the Local Government Act 1972 public access to meetings provisions do not apply. The following items contain sensitive information which it is not in the best interests of the charity to consider in a public meeting (engaging similar considerations as under paragraphs 3 and 5 of Schedule 12A of the 1972 Act) and will be considered in non-public session.

**For Decision**

23. **NON-PUBLIC MINUTES**

To agree the non-public minutes of the previous meeting held on 28 November 2024.

**For Decision**  
(Pages 343 - 348)

24. **MARKETING OUTCOME – BUFFER LAND AT CLAYS LANE NORTH (SEF07/24)**

Report of the City Surveyor and the Executive Director, Environment.

**For Decision**  
(Pages 349 - 362)

25. **REQUEST FOR THE PROVISION OF A DEED OF GRANT EASEMENT (SEF 05/25)**

Report of the Executive Director, Environment.

**For Decision**  
(Pages 363 - 420)

26. **TRANSFORMATION FOR THE NATURAL ENVIRONMENT CHARITIES – OUTCOMES OF THE NATURAL ENVIRONMENT CHARITIES REVIEW**

Joint Report of the Executive Director, Environment, the Interim Managing Director of City Bridge Foundation and the Chamberlain.

**For Information**  
(Pages 421 - 466)

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

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

### **Part 3 - Confidential Agenda**

29. **RESTRUCTURE REVISION (SEF 08/25)**

Report of the Executive Director, Environment.

**For Decision**