

SIR ROGER GIFFORD MEMORIAL PROPOSAL

Background

It is proposed that we undertake three proposed activities at Epping Forest as part of the celebration of Sir Roger Gifford's life and work.

Site improvements to Gifford Wood. These would be focussed on informing visitors about Epping Forest and the wildlife to be found and encouraging people to explore Gifford Wood and the wider Epping Forest.

Celebration event: A ceremonial tree planting undertaken with invited guests, including the full Lord Mayors party plus consorts, the Open Spaces and Epping Forest Committees plus Alderman that knew Sir Roger well. The event would include a short walk around Gifford Wood followed by tea in the local pub or village hall. We will have some long horn cattle on site as an added attraction.

Schools environmental education day: The aim will be to bring as many children as possible from the City of London Primary Schools (there are seven of these, if we also include the prep sections in our independent schools) for an environmental day to Epping Forest in the summer term. We would have cattle on site for this event.

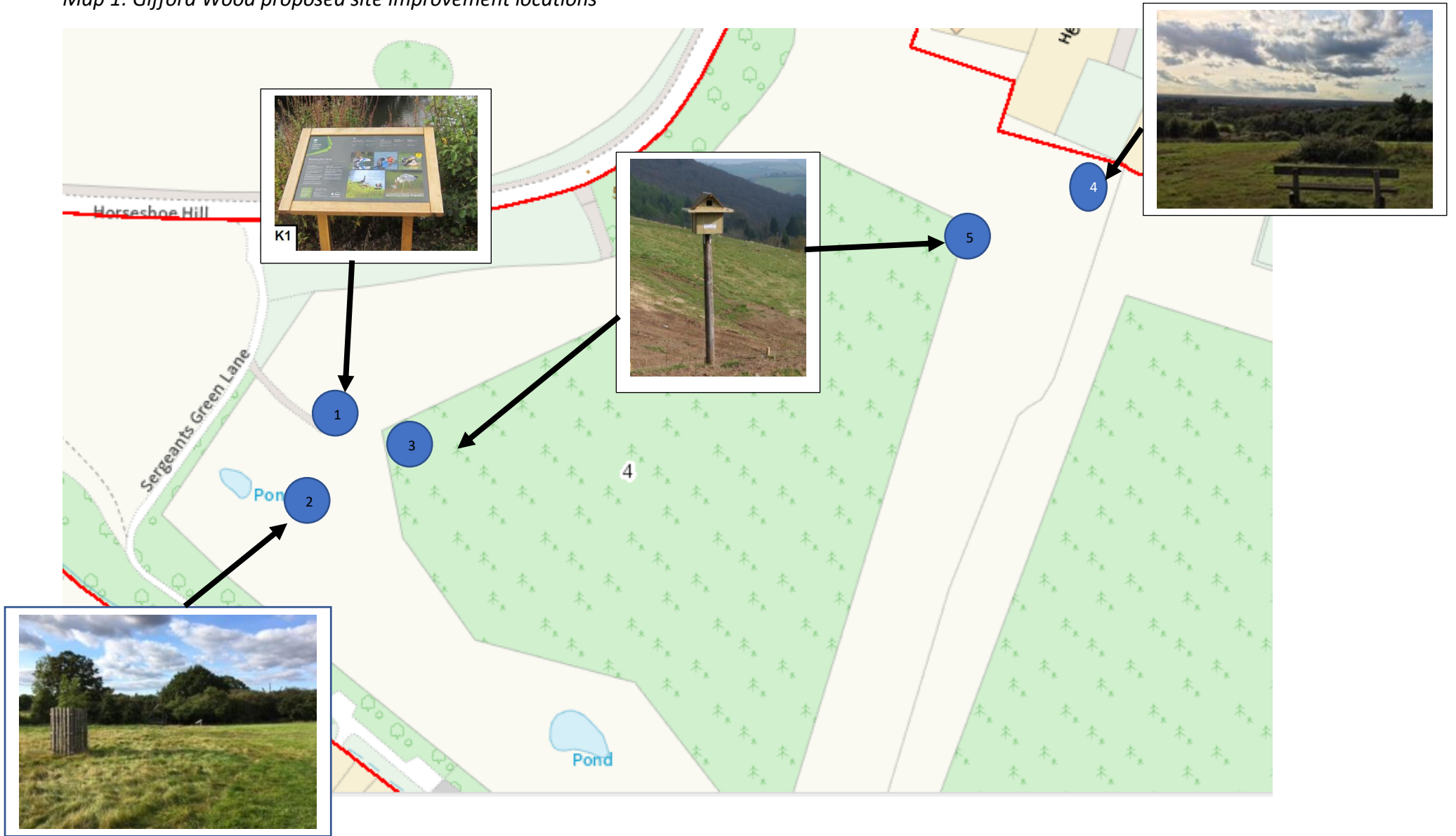
The schools environment day would be coordinated through a partnership of the City of London's Education Unit and the Open Spaces Learning Team. Site improvements and celebration event would be led by the Epping Forest team.

Detailed activities and costs

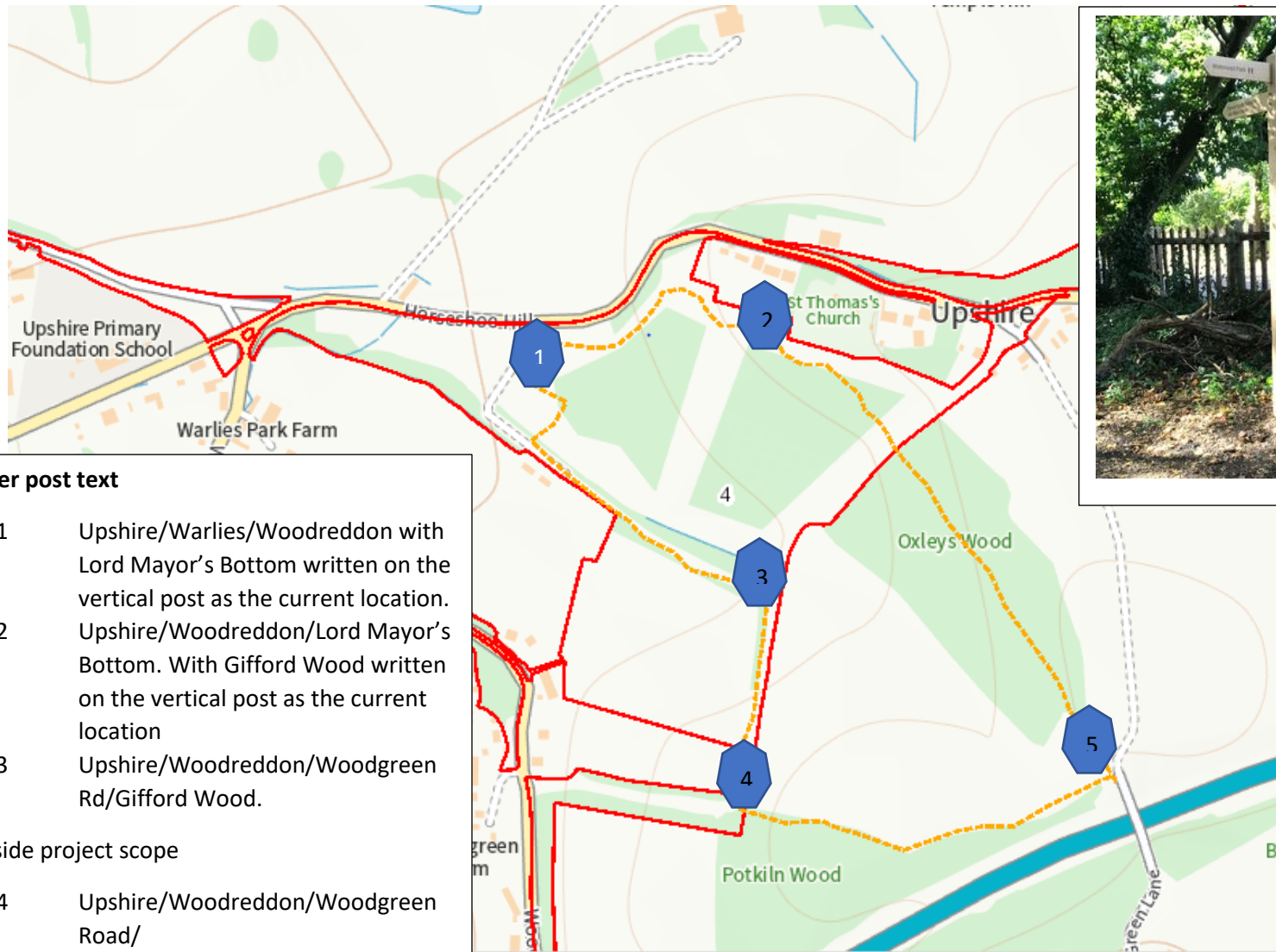
Site improvement program (See also maps 1 and 2)

ITEM	DETAILS	COST ITEM	COST
Barn Owl box	Installation of two barn owl boxes on poles. As well as encouraging the nesting of barn owls they also act as a very visual wildlife reference with the exciting prospect of owls nesting. Item 3 and 5 on map 1	Two telegraph posts @£200 each = £400 Two sheets of marine ply at £85 each= £170 Fixings and installation =£100	£670
Information board	Information board installed that highlights the wildlife interest of Gifford Wood, the opportunity to explore further and involvement of Sir Roger Gifford. Item 1 on Map 1.	Timber frame for the board @ £2000 Design and production of the information panel @ £2000 <i>(At least three-month lead in time for this)</i>	£4,000
Bench	A new bench with backrest and arms installed at a viewpoint looking out over rural Essex and the Lee Valley. Item 4 in the blue circle on map 1	Bench supply, Plaque/Routing inscription, Installation	£1,375
Finger posts	Erecting five finger posts to highlight nearby destinations and to provide reassurance to visitors looking to explore the Forest. This will also provide the opportunity to use the name 'Lord Mayors Bottom' on the directional signs	Purchase and install five no. three-finger posts with "Lord Mayors Bottom " on the vertical post of one. 3 @ £450 each. <i>(Circa 3 month lead in time on these)</i>	£1,350
Celebration Tree planting	6' Standard oak tree with timber guard. Planted to form part of wide spaced oak grove on the edge of 'Lord Mayors Bottom' .	Supply of tree, mulch and timber guard @ £150 Supply of plaque @ £150	£300
Celebration Tea reception	COL to provide the reception tea and venue booking		NA

Map 1: Gifford Wood proposed site improvement locations



Map Two: Proposed Finger posts locations



Finger post text

- 1 Uphire/Warlies/Woodreddon with Lord Mayor's Bottom written on the vertical post as the current location.
- 2 Uphire/Woodreddon/Lord Mayor's Bottom. With Gifford Wood written on the vertical post as the current location
- 3 Uphire/Woodreddon/Woodgreen Rd/Gifford Wood.

Outside project scope

- 4 Uphire/Woodreddon/Woodgreen Road/
- 5 Uphire/Woodreddon/ /Woodgreen

Celebration Event: Outline event schedule (Provisional)

ACTIVITY	DETAILS	TIMING
Arrival/Reception	Start point Upshire Village Hall with a reception in the pub/village hall. <ul style="list-style-type: none"> • Welcome and outline of the event eg by EF&CC Chairman? • Car Park at village hall 	
Walk to new bench	Welcome and introduction to Gifford Wood eg by the Superintendent? <ul style="list-style-type: none"> • Unveiling of the new bench • Finger post/Barn owl box also nearby. • 75m walk with a road crossing. 	
Walk to Lord Mayor's Bottom	Ceremonial planting of an oak tree on Lord Mayor's Bottom. <ul style="list-style-type: none"> • Presentations/photo opportunity as advised. • New information board/Barn Owl box also at the location • 300m walk down a moderately steep hill on rough cut grass 	
Walk to celebration tea via Lord Mayor's Bottom	Walk along Lord Mayor's Bottom and up the hill to the village hall/pub. Long Horn Cattle would be grazing on Lord Mayor's Bottom. 500m walk including going up a moderate steep hill on rough cut path	
Celebration tea and presentations	Upshire Village Hall is proposed as the venue. <ul style="list-style-type: none"> • What is envisaged regarding presentations also do we have a rough guestimate of numbers for this 	

Event considerations

Less abled access: Epping Forest can organise 4wd vehicles for those that require it.

Health and Safety: Road crossing to be managed.

Speakers: Who do we envisage doing the speaking/presentations

Schools environmental education day

This event has still to be worked out. A query to follow up on with the Community and Children Services team is the possibility of an education pack/resource that could be used on the day but which would then be available for other schools to use on future visits.

Next steps

Event date agreed

- Provisional dates in Apr/May identified. (Lady Clare/Caroline Haines)
- Venue availability confirmed and provisionally booked (GS)
- Liaison as required for key attendees. (GS/Caroline Haines)
- What is envisaged regarding presentations?
- Event Date confirmed

Budget Agreed

- Final budget confirmed (Lady Clare)

Education event

- Event vision and outline plan confirmed (GS with EA and events coordinator Vasima Patel)

Materials Ordered

- Materials agreed and ordered (Circa 3-month lead time for these) (Lady Clare/GS)

Information Board

- Draft information board prepared (EF Visitor Services team)
- Timber frame ordered (GS)

Geoff Sinclair (13 December 2021)