

Epping Forest & Commons Committee
Action Log



Number	Recommendation	Progress Update	Owner	Creation date	Target date
2022-1	Emergency Planning – Fire Risk: Committee requested a report on the learnings from the wildfires which took place in the summer of 2022 and what additional, detective or preventative measures could be taken to mitigate the risk		Paul Thompson / Geoff Sinclair	13 Oct 2022	16 March 2023
2022-2	Buffer Land: The Superintendent of Epping Forest to provide DMOG with information on the method of counting deer and how assessments are made on deer stock across Epping Forest land.	16 March 2023 – PT apologies for the delay in supplying some data and would arrange for the data to be gathered.	Paul Thomson	13 Oct 2022	16 March 2023
2022-3	Buffer Land: The Superintendent of Epping Forest to provide DMOG with analysis to understand: i) The intended use of agricultural land forming part of the Buffer Lands ii) The extent of the anticipated damage caused by deer iii) The extent to which deer pass from Buffer Lands onto Epping Forest charity land iv) The extent to which adjacent land managers manage the deer population v) The extent to which deer fencing and other physical deer management techniques can protect the Epping Forest charity land, e.g. deer fencing on Copped Hall.	16 March 2023 – PT apologies for the delay in supplying some data and would arrange for the data to be gathered.	Paul Thomson	13 Oct 2022	16 March 2023
2022-4	Lodges: Income Generation: Members discussed vacant lodges that required investment. The Executive Director, Environment noted that a structure and aspiration were required for a long-term approach. It was requested that a business case on potential funding be brought back to the Committee regarding the costs of refurbishing lodges.		Juliemma McLoughlin	21 Nov 2022	18 May 2023
2023-1	Avian Flu: The Committee agreed that a ‘lessons learned’ review be brought back to the Committee considering: <ul style="list-style-type: none"> - Risk mapping - Challenges 		Paul Thomson	26 January 2023	18 May 2023

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	<ul style="list-style-type: none"> - Comms with DEFRA - Processes understanding - Sterilisation - Communications with public 				
2023-2	Projects - Members requested that a GAANT chart of all major Epping Forest and Commons Committee projects be produced, to show the timeline and key project milestones requiring decision or oversight		Simon Glynn	26 January 2023	17 February 2023
2023-3	Car Parking Charges: The Committee requested information on the full cost of operating a parking scheme, which should include all associated costs from equipment to the opening and closing of the car parks daily. Committee recognised that opening and closing the car parks also derived other benefits, such as limiting fly tipping and anti-social behaviour.		Jacqueline Eggleston	26 January 2023	16 March 2023
2023-4	Car Parking Income: Committee understood that parking charges were introduced to cover a 12% budget cut. Committee asked the Chamberlain to confirm if the car parking income generated from 2021 and 2022 was more than the 12% cuts equivalent or less. If more, the Chamberlain to confirm how this income has been spent. Members gave a clear view that surplus car parking income should be spent on car park resurfacing.	<p>Update received 15/02/23</p> <p><i>The 12% savings required for Epping Forest & Commons Committee were a reduction in net expenditure to the committee's 2021/22 original local risk budget of £523k (split £334k Epping Forest and £189k The Commons). All 12% savings have been made at Epping Forest but an amount of £72k remains unidentified for The Commons (split Burnham Beeches £39k and WW&CC £33k) for 2022/23 currently and next year's 2023/24 budget, as reported in the estimates report</i></p>	Simon Owen	26 January 2023	16 March 2023



		<p><i>approved by committee 21st November 2022.</i></p> <p><i>This sum of £72k is still in the process of being identified but is expected to be met by the implementation of the TOM Phase 2 to meet the estimates target for 2023/24. For this year 2022/23, EF&C Committee is currently expected to meet its local risk budget due to other offsetting underspends and additional income streams as reported in the finance progress update recently.</i></p>			
2023-5	Volunteers: Committee asked Officers to find identify a suitable and consistent framework for recording and measuring the impact volunteers are having on the delivery of management plans for individual charities. Members also requested that thought be given to celebrating and rewarding volunteers.		Sally Agass	26 January 2023	18 May 2023
2023-6	Dog Waste Bag Savings Scheme – Committee requested the Superintendent of the Commons to consider a dog waste bags sponsorship scheme		Geoff Sinclair	26 January 2023	18 May 2023
2023-7	HM King Charles III Coronation – Committee requested Officers consider plans for marking the King’s Coronation and whether there is an opportunity to leverage ‘The Big Help Out’ for a volunteering event on Monday 8 th May 2023		Paul Thompson / Geoff Sinclair	26 January 2023	16 March 2023
2023-8	Risk Register – Committee requested that all related risks which impact any Epping Forest and Commons Committee charity are listed on the respective registers. Risks which have a common theme across		Joanne Hill	26 January 2023	16 March 2023

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	the Natural Environment department should be duplicated onto the Departmental Risk Register. Key Risks should also be duplicated up to the Corporate Risk Register. This is to ensure Trustees have full sight of all relevant risks.				
2023-9	Review of Dog Control Measures – Committee noted that the Commons would bring forward PSPO extension plans, but asked the Superintendent of Epping Forest to consider whether additional action is now required to tighten dog control measures, to include accreditation/ licensing of professional dog walkers, limits on number of dogs per dog walker and updates to byelaws. Hampstead Heath running a pilot study, which will feed into the approach.		Jacqueline Egglestone	26 January 2023	18 May 2023
2023-10	Future Trends - Chairman noted that Chamberlains should prepare a report on historic data showing the future trends on income and the said report should be made available for discussions at the next meeting. The reporting is expected to include granular level information, including land and property and charity level reporting.		Simon Owen	16 March 2023	18 May 2023
2023-11	Risk Register - The Committee requested that a Risk Register and an updated report be presented at the Committee in May.		Jo Hill	16 March 2023	18 May 2023
2023-12	Historic Income - Members requested that the Chamberlain prepare a report for the May Committee showing the historic position, and the trends over the last five years which would help predict how to generate income in the future.		Simon Owen	16 March 2023	18 May 2023