

		CITY OF LONDON CORPORATION CORPORATE PLAN OUTCOMES (2024-2029)										NATURAL ENV'T DIVISION STRATEGIC PRIORITIES (2024-2029)			HIGHGATE WOOD CONSERVATION PLAN THEMES (2020-2025)					
OUTPUT TOPIC	BRIEF DESCRIPTION	PRIMARY LEAD	Diverse Engaged Communities Dynamic Economic Growth Leading Sustainable Environment Vibrant Thriving Destination Providing Excellent Services Flourishing Public Spaces Nature conservation and resilience Community engagement Access and recreation Culture, heritage, and learning Income generation Heritage Community and recreation Biodiversity																	
Cyclical Work Programme	Provide necessary support to ensure delivery by colleagues in City Surveyor's Department	City Surveyor's Department					X			X			X	X	X	X	X	X	X	X
Reactive Repairs and Maintenance Programme	Provide necessary support to ensure delivery by colleagues in City Surveyor's Department	City Surveyor's Department				X	X	X	X				X		X	X				X
Staff lodges	Complete repairs to staff lodges, working with colleagues in City Surveyor's Department	City Surveyor's Department							X											
Carbon Removals Project	Implement Highgate Wood actions as part of the Carbon Removals Project, including building in resilience to natural habitats to protect against climate change, relaxed mowing, woodland creation, leaky dams, etc).	Conservation Team				X					X							X		
Natural Capital Audit	Explore possibilities for projects to increase natural capital and biodiversity net gain across Highgate Wood based on recent Natural Capital Audit report	Conservation Team				X	X		X	X	X	X	X						X	
Visitors	Ecological monitoring of visitor impact to Highgate Wood	Conservation Team				X				X							X			
Veteran tree conservation	Tree team to promote the VETCert qualification and provide training for Natural Environment staff to obtain VETCert qualification. This project is supported by the Ancient Tree Forum (ATF).	Conservation Team									X						X	X		
Roman Kiln	Progress HLF-funded Roman Kiln project and oversee works on the Information Hut	Conservation Team					X		X		X	X	X			X	X			
Play area	Complete repairs to the play area	Conservation Team					X	X	X		X	X						X		
Security gates	Complete repairs to the security gates that require work	Conservation Team						X				X								
Wildlife monitoring	Complete wildlife monitoring projects	Conservation Team				X				X										X
Trees	Complete tree health monitoring activities	Conservation Team				X		X		X						X				X
Café	Retender the café contracts across North London Open Spaces	Development & Partnerships / Operation & Parks	X				X	X	X						X			X		
Income Generation Strategy	Work with colleagues to support development of the Income Generation Strategy with respect to Natural Environment Division, North London Open Spaces and Highgate Wood	Development & Partnerships Team							X						X					
Income stream review	Complete review of existing income streams and charging frameworks for North London Open Spaces and Highgate Wood	Development & Partnerships Team													X	X	X	X		X
Income generation / Business development	Create a business development plan for North London Open Spaces and Highgate Wood	Development & Partnerships Team					X	X							X	X	X	X		X
Events	Conceive and deliver a holistic events and activities programme that meets visitor needs and is aligned with the Events Policy, eg Forest Schools	Development & Partnerships Team	X				X		X		X		X	X			X	X		X
Events	Create a 'lookbook/prospectus' of event spaces on Highgate Wood for events, filming, and weddings.	Development & Partnerships Team					X		X		X	X	X	X			X	X		X

Communications	Creation of Communications Plan to encourage positive behaviours on Highgate Wood and promote health and wellbeing benefits of the the park	Development & Partnerships Team				X	X		X	X	X			X			
Website	Complete a review and update to the Highgate Wood portion of the website	Development & Partnerships Team					X			X	X					X	
Licensing	Explore wedding licensing for Highgate Wood	Development & Partnerships Team					X		X				X			X	
Fundraising campaigns	Explore fundraising campaigns to support work	Development & Partnerships Team					X		X				X	X	X	X	
Access to information	Audit availability of digital and physical information from City Corporation-managed information resources to assess public access to information about the park	Development & Partnerships Team	X						X		X	X				X	X
Global City of Sport' Strategy	Review Corporate strategy and examine opportunities for alignment and synergies	Operations & Parks Team	X					X	X	X			X			X	X
Health & Safety	Create and updated Health and Safety Plan for North London Open Spaces	Operations & Parks Team						X	X	X			X	X	X	X	X
Health & Safety	Complete maintenance on vehicles and equipment to ensure H&S requirements are met	Operations & Parks Team						X	X	X			X	X	X	X	X
Health & Safety	Complete staff training to ensure H&S needs and requirements are met	Operations & Parks Team						X	X	X			X	X	X	X	X
Sports and physical activity	Review existing licenses and booking systems for sports facilities on Highgate Wood	Operations & Parks Team	X			X	X	X			X	X				X	X
Fleet	Dispose of non-ULEZ vehicles where possible	Operations & Parks Team								X					X		
Training	Review training needs of Highgate Wood staff	Operations & Parks Team				X		X		X	X	X	X		X	X	X
Access	Complete a self audit of access challenges across Highgate Wood	Operations & Parks Team / Conservation Team	X				X	X	X		X	X				X	X
Visitor survey	Complete a survey of visitor footfall to inform future management of Highgate Wood	Operations & Parks Team / Conservation Team	X	X			X		X	X	X		X	X	X	X	X
Signage	Audit on-site signage for accuracy, condition, and clarity, and to direct visitors away from sensitive areas where possible.	Operations & Parks Team / Conservation Team				X	X	X	X		X			X	X	X	X
Stakeholder and user groups	Complete an audit and inventory of all user group agreements	Operations & Parks Team / Conservation Team					X			X	X		X			X	X
Charity Review	Work with colleagues to support the Charity Review with respect to North London Open Spaces and Highgate Wood	Superintendent				X		X		X	X	X	X	X	X	X	X
Operational Property Review	Work with colleagues to support the Operational Property Review with respect to North London Open Spaces and Highgate Wood	Superintendent				X	X	X	X			X		X			X
Staff recruitment	Complete recruitment for remaining vacancies for North London Open Spaces	Superintendent	X			X	X	X	X	X	X	X	X	X	X	X	X
Highgate Wood Management Plan	Complete update of Highgate Wood Management Plan(s)	Superintendent	X	X		X	X	X	X	X	X	X	X	X	X	X	X
Policies and protocols	Complete inventory and prioritise updates of all policies and protocols across North London Open Spaces	Superintendent	X			X	X	X	X	X	X	X	X	X	X	X	X
Community Engagement	Create a 'Community Engagement Toolkit' to guide engagement activities by type, size, subject, etc	Superintendent	X				X	X	X		X	X	X			X	X
Partnerships	Continue to work with external partners and volunteers - including Heath Hands - to support caring for Highgate Wood	Superintendent	X			X	X		X	X	X				X	X	X
Stakeholder management	Continue to engage meaningfully with stakeholders ensure that Highgate Wood management is informed by its community of users	Superintendent	X			X	X	X	X	X	X	X		X	X	X	X
Modernised administrative processes	Support Services Team will interrogate existing administrative processes, update where necessary, and create where needed.	Support Services Team					X	X	X		X	X	X	X			X