

## **Hampstead Heath Sports and Wellbeing Forum**

### **Terms of Reference**

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#### **Introduction**

1. The Hampstead Heath Management Strategy (2018-2028) states four Vision Themes for Hampstead Heath, with four associated Strategic Outcomes. These are:
  - a. We protect and conserve the Heath: The Heath is maintained as a flourishing green space and historic landscape
  - b. The Heath enriches lives: Improved quality of life for Heath visitors
  - c. The Heath is inclusive and welcoming: The Heath is inclusive and welcoming to a diverse range of visitors
  - d. Together we care for the Heath: Greater number and diversity of people taking care of the Heath
2. The Hampstead Heath Sports and Wellbeing Forum (HHSWF) seeks to further these themes and strategic outcomes by supporting and promoting Hampstead Heath as a destination for sports, recreation, wellbeing, and the improvement of physical and mental health.

#### **Purpose**

3. HHSWF will work collaboratively to further the Heath's strategic themes and outcomes - especially 1b and 1c, above.
4. Through collaboration and a partnership-based approach, HHSWF seeks to
  - a. Promote access to and use of the Heath for sports, recreation, and health and wellbeing, including social prescribing, as well as the benefit from social inclusion that derive from these uses.
  - b. Promote Hampstead Heath's role as a destination for local, regional, national, and international events.
  - c. Provide user input for the City of London Corporation's consideration in planning capital and other improvements that further the purposes of this Forum.
  - d. Advocate for equality and diversity among Heath users that is representative of the community that surrounds it.
  - e. Further both the recreational benefits of Hampstead Heath in parallel with its conservation.
5. Operational matters are outside of the scope and purpose of HHSWF and shall not typically form part of the meeting agenda without the Chair's prior approval.
6. Operational matters are reserved to be addressed by Officers directly with users, through other Officer-led pre-arranged meetings, as needed.

#### **Scope**

7. HHSWF's remit shall include all of Hampstead Heath, inclusive of Golders Hill Park and Heath Extension.

#### **Chair and Deputy Chair**

8. The Chair of HHSWF shall be the Chair of the Hampstead Heath, Highgate Wood & Queen's Park Committee or their designee from that committee.
9. The Deputy Chair shall be nominated by Hampstead Heath Consultative Committee.

#### **Membership**

10. The Chair and Deputy Chair of HHSWF shall be members of HHSWF.
11. Members shall be appointed from active users of Hampstead Heath. Members may be individual users, individuals as part of user groups, participants in sport clubs or leagues, or other persons representative of the remit of HHSWF.
12. As much as is practicable, Membership on HHSWF shall be representative of the community surrounding Hampstead Heath.
13. Membership shall be appointed by the Chair of HHSWF and shall comprise:
  - a. One member representing each of the following activities on the Heath: swimming, running, rugby, football, cricket, tennis, athletics, angling, bowling, and croquet
  - b. One member active in the field of public health
  - c. One member from Camden Council
  - d. One member from Barnet Council
  - e. One member from London Sport
  - f. One member from an organization devoted to volunteering
  - g. Other appropriate members as recommended by Officers and appointed by the Chair
14. HHSWF shall be attended by relevant Officers from the City Corporation.

#### **Communication and participation**

15. While members may be selected from various user groups or interest areas of the Heath, all members shall act broadly as advocates for the Heath as a place that further the purposes of HHSWF, as opposed to simply advocates for their own areas of interest or activity. In addition to representing, to other best of their ability, the users of the activity that they primarily represent, all members shall contribute to the wider strategic purposes of HHSWF.
16. All members shall actively promote the purposes of HHSWF.

#### **Terms**

17. Terms of members shall be for a period of two years. Terms shall run from 1 April until 31 March each year. The Chair shall appoint new members to fill vacancies as they arise. Members appointed mid-term shall serve out the remaining portion of existing terms. Members shall be entitled to serve for a maximum of five consecutive years.

### **Meetings**

18. HHSWF shall meet at least one time per year. Meetings shall be chaired by the Chair of HHSWF. In the Chair's absence, the Deputy Chair shall chair meetings.
19. City Corporation Officers shall take brief meeting minutes. Minutes shall be shared electronically via email with members of HHSWF and with the agenda for the next scheduled Hampstead Heath Consultative Committee and Hampstead Heath, Highgate Wood, and Queen's Park Committee.

### **Agenda**

20. Meeting agendas shall be proposed by Officers and approved by the Chair. Members may propose agenda items for discussion up to 14 calendar days in advance of the meeting. The Chair shall make final decisions on the meeting agenda.
21. The agenda shall be circulated to members seven calendar days in advance of the meeting. Late agenda items or papers will be accepted and circulated with agreement of the Chair.
22. All activities and work carried out in furtherance of HHSWF shall be reported at the end of each fiscal year.

### **Governance**

23. HHSWF's work will be guided by relevant City Corporation strategies, including:
  - a. City of London Corporate Plan (2024-2029)
  - b. City of London Corporation Sport Strategy (2020-2025)
  - c. City of London Natural Environment Strategies (2024-2029), and specifically 'Access and Recreation' and 'Community Engagement' strategies
  - d. Hampstead Heath Management Strategy (2018-2028)
24. It will be further informed by:
  - a. Relevant Local Authority health and wellbeing strategies
  - b. Greater London Authority, Sports England and London Sports' ambitions to make London the most physically active city in the world
  - c. Other relevant documents and initiatives
25. Declarations of interest will be declared at the start of each meeting.
26. The Terms of Reference of the Hampstead Heath Sports and Wellbeing Forum will be reviewed when deemed appropriate by the Chair.