

Appendix 1

Hampstead Heath Proposed Annual Work Programme and Projects Plan January 2017 to March 2018

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Introduction

The Annual Work Programme and Projects Plan for January 2017 to March 2018 includes conservation and arboricultural tasks and work related to maintaining the formal areas of Hampstead Heath. It outlines the management works that will take place over the coming 15 months, bearing in mind that weather, seasonal changes and other factors can have an impact on the programme and lead to unavoidable changes. Sunday working which causes noise will be avoided where possible, but may from time to time be necessary; for example, in wet summers it may be necessary to take advantage of dry weekends to cut grass.

General maintenance

In addition to habitat management, this Plan also includes other works within the more formalised parts of the Heath. It has not been possible to include all the general maintenance and development tasks that take place, but elements of these can be summarised as:

- Amenity grassland areas are provided and maintained for recreation.
- Areas of formal gardens are maintained throughout the Heath, but principally at the Hill Garden, Golders Hill Park and formal recreational areas below Parliament Hill to Gospel Oak entrance and from Highgate Road to Nassington Road.
- Daily litter picking and Trilo collection from bins is carried out on a daily basis. Dedicated fishing tackle bins at each fishing pond are emptied separately by the Heath Rangers Team.
- Maintenance of sporting and recreational facilities for athletics, football, fishing, tennis and many more activities.
- Supervised swimming facilities at the Lido and at the three natural bathing ponds.
- Play facilities including maintenance of playgrounds, the Peggy Jay Centre and the Adventure Playground.
- Daily cleaning and inspection of public toilets.
- Liaison with the City's Sustainability Working Group to implement the City's sustainability policy wherever possible.
- Path maintenance Heath-wide as and when required: power harrow, add agreed aggregates and roll; and fill in potholes.
- Cleaning and maintenance of benches.
- Maintenance of fences.

Conservation work

New work for 2017

The bulk of the Conservation Annual Work Programme is a continuation of the existing programme of tasks to maintain the wild areas of the Heath. Several new items have been added for the period, and these are shown in **bold** in the attached table.

Work relating to management of the new landscape created by the Ponds Project is expected to require significant resources of the Conservation and Ecology Teams. This includes maintaining areas affected by the Pond Project; removing fences once access can be allowed; monitoring wetland vegetation, turf, seeded areas and planted trees and shrubs; addressing any failures and controlling invasive species such as thistle; watering new shrubs and trees; ensuring wetland vegetation is prevented from being shaded; and mowing dams and spillways as instructed by the Supervising Engineer.

Other new items include:

- Improving corridors for hedgehogs through opening up small gaps in selected fencing, and reviewing the hedgehog survey from 2016 and implementing recommendations, which may include a full Golders Hill Park survey and link with a project funded by the Zoological Society of London (ZSL)
- Cutting the reeds in the old reedbed in the northern corners of the Boating Pond
- Creating a grass snake hibernaculum in the Model Farm compartment and egg laying sites there and in the Bird Sanctuary
- Laying the young hedge at the rear of Springett's Wood and the hedge south-west of the Children's Playground on the Heath Extension.

Any comments or queries should be made, in the first instance, to the Conservation Manager, 020 8347 0389.

Notes on the tables

The Annual Work Programme and Projects Plan is presented in four sections:

- General items for the Conservation Programme
- Aboricultural items
- Cyclical items and Projects for Formal Areas
- Cyclical items and Projects for Operational Services

Numbers in the first column of each table relate to approximate locations of proposed work as illustrated on the accompanying map. Relevant Natural Landscape Chapter policies, Overarching Objectives and Essential Actions from the Hampstead Heath Management Plan 2007-2017 are given in the second column, or where appropriate references to the Part I Plan itself. Areas of the Heath where the work is to be undertaken are listed in the third column.

An additional table is included in the Formal Areas to capture improvements to facilities across the body of the Heath beyond Parliament Hill Fields and Golders Hill Park.

General items

Map ref.	Policy nos.	Location	Description of work
-	1; flood protection	Areas affected by the Ponds Project	Monitor and maintain areas affected by the Pond Project, including mowing spillways and dams as required; monitoring wetland vegetation, turf and seeded areas; addressing any failures, e.g. of planted trees; ensuring fencing is in place and wetland vegetation is prevented from being shaded; mending fences as required, removing fences once access can be allowed, watering new shrubs and trees
-	50	Hedgerows Heath-wide	Remove non-native tree seedlings
-	27	Hedgerows Heath-wide	Carry out any necessary management to promote trees which could grow into veterans
-	6	Conservation grassland Heath-wide	Remove invading tree seedlings and saplings
-	7	Conservation grassland Heath-wide	Maintain programme of cutting conservation grassland in a cycle of 1-3 years
-	Access	Pavement edge general	Lift all trees & shrubs to 2m & cut back to pavement edge as necessary
-	36, 46	All water areas	Manage routine incidents, and assist Wildlife Rescue experts in dealing with distressed water fowl. Assist Constabulary in preventing and investigating dog attacks.
-	47	All or several ponds	Reinstate dragonfly monitoring scheme
-	36, 37, 47	All or several ponds	Use a boat to check for and remove line & tackle & other debris during the fishing season.
-	36	All or several ponds	Ensure fishing regulations are understood & adhered to & assist Constabulary in checking permits & rod licenses
-	36	All or several ponds	Try to improve marginal vegetation
-	36	All or several ponds	Check & clean pond inlets & outlets
-	Access, 36	All or several ponds	Monitor ponds for general problems and algae scums, and ensure warning notices are promptly put up & taken down
-	36	All or several ponds	Maintain water mixing equipment
-	36, 47	All or several ponds	Monitor water oxygen and phosphorus levels
-	36, 50	All or several ponds	Alleviate problems such as duckweed blooms and oxygen crashes when required
-	Safety issue	Several ponds, including Highgate no1, Hampstead no1, Vale of Health, Viaduct	Carry out work required by Supervising Engineer to reduce flood risk
-	50	Heath-wide	Control Himalayan balsam, Japanese knotweed, giant hogweed, California brome, sycamore and, where necessary, creeping thistle, bramble, common hogweed, ragwort and bracken
-	50	Heath-wide	Update map of Japanese knotweed sites
-	50	Heath-wide	Redo 2006 map of Himalayan balsam sites.

-	50	Selected locations Heath-wide	Maintain extent of bramble at roughly current extent following reduction in 2014/5
	47	Selected locations Heath-wide	Monitor selected features, including certain invasive species, extent of bramble, Small Tumulus Field grassland, Tormentil slopes, Sparrows site, experimental cutting area, amphibians and reptiles.
-	46	Selected locations Heath-wide	Improve corridors for hedgehogs through opening up small gaps in selected fencing.
-	3	Heath-wide	Planning, facilitating and overseeing the work of Heath Hands

Vale of Health, East Heath, Preacher's Hill, Parliament Hill, Kenwood

Map ref.	Policy nos.	Location	Description of work
1	H6	Upper Vale of Health	Cut bramble etc. round Pound to maintain views to it
1	1	Upper Vale of Health	Cut Cotoneaster opposite The Gables to maintain at about 1m70cm
1	4	Upper Vale of Health	Mow majority of fertile grassland (including along paths) annually in September, removing arisings
1	14, 15, 47	Upper Vale of Health	Maintain part of scraped area above acid grassland open as area for invertebrates, and plant gorse in remaining section. Maintain in future years.
1	13	Upper Vale of Health	Weed heather 2 to 3 times yearly as required and cut round existing patches to prevent encroachment
1	4	Upper Vale of Health	Maintain rough vegetation at top of slope near Whitestone Pond by cutting annually after cow parsley has flowered
1	50	Upper Vale of Health	Cut areas of hogweed in rough grassland 2-3 times p.a. to prevent spreading
1	16	Upper Vale of Health	Ensure trees & shrubs in bramble areas do not become more numerous
1	46	Upper Vale of Health	Skirt bramble carefully by hand on Atypus slopes, & remove tree & shrub seedlings. Cut back overhanging branches if they have extended from previous year.
1	13	Upper Vale of Health	Coppice gorse on rotation. When zones are coppiced, remove trees and saplings but retain a few song-posts, e.g. hawthorn, elder. Cut bramble & remove.
1		Upper Vale of Health	Replace steps at VoH heather site
1	50	Upper Vale of Health	Control invasive species, e.g. sycamore, southern woodland, adjoining Vale of Health Approach Road
1	Access, H6	Upper Vale of Health	Install memorial bench at viewpoint over Vale on access path onto the Heath from Whitestone Lane
1	Safety issue	Vale Approach Road	Maintain sightlines at junction of East Heath Road
1	7	Vale of Health N of Approach Road	Cut triangle of grassland above Approach Road
2	Safety	Vale of Health Valley	Flail toe of dam every other month as required by Dam Engineer
2	6	Vale of Health Valley	Keep central area open, but retaining elder bushes at south-west edge. Retain nettle/comfrey area on south-west side. Mow south-eastern side as required to control bramble with aim of recreating grassland.
3	1	New sediment trap, Catchpit dam	Check and remove sediment as required

Map ref.	Policy nos.	Location	Description of work
3	43	Fleet Stream-Lime Avenue-Catchpit	Coppice/re-coppice or pollard trees along streamline and on adjacent banks. Cut back bramble and scrub from entire stream fringe and dead hedge at top of valley
4	43	Fleet Stream-Upper Bird Sanctuary	Coppice/pollard willows throughout the valley.
5	43	Fleet Stream-Upper Viaduct	Re-coppice trees and cut back bramble from stream edge and wider 4m area. Remove hollies from stream edge. Place new log weir and remove vegetation from upper pool if occupying more than 50% of pool. Remove selected willows from marsh area adjacent to the pond and coppice remainder.
5	43	Fleet Stream-Viaduct area	Create small glade where two branches of Fleet stream meet in woodland below Viaduct Pond. Dig out sediment and place log weir; plant marsh-loving plants. Keep open in future by removing new seedling trees
5	50	Fleet Stream-Viaduct area	Remove sycamore from stream edge near to wild service tree
5	43	Fleet Stream Lime avenue culvert	Maintain open culvert/pipe under Lime Avenue through removal of accumulated sediment. Review in 2017.
5	1	Viaduct Pond	On south-west side of Viaduct pond, cut back hedge below bench to create view of pond.
5	6	Viaduct Pond	Cut bramble and blackthorn suckers etc. in grassland by hedge
5	16, 50	Viaduct Pond	Remove or coppice young sycamores in enclosures to west of pond
5	39	Viaduct Pond	Coppice willow and silver birch and raise alder crowns along east bank, especially where impeding growth of emergent vegetation
5	50	Viaduct Pond	Control Japanese knotweed in enclosed area.
5	50	Viaduct Pond	Pull Himalayan balsam from marsh area
5	13	Viaduct Pond	Remove bramble and saplings from gorse area east of Viaduct. Coppice any degrading gorse, and consider planting more
5	13	Viaduct Pond	Weed planted heather on exposed east bank
5	1	Viaduct Pond	Create further Kingfisher/invertebrate bank along sandy bank to south of bridge. Dig vertical bank and revet where necessary for stability
6	4	Springett's Wood	Mow grass/scrub 2-3 times avoiding bluebell leaves.
6	Access	Springett's Wood	Clear & mow paths
6	Access	Springett's Wood	Clean & oil bench
6	16	Springett's Wood	Keep bramble in damp area near pond in check by cutting back, & remove sapling & seedling trees & shrubs & scrub; create scrape
6	50	Springett's Wood	Remove & dispose of <i>Crassula helmsii</i> if present in pond
6	36	Springett's Wood	Maintain pond; reduce vegetation in pond;
6	16	Springett's Wood	Check tree guards & tree ties, & clear scrub around young trees
6	30	Springett's Wood	Lay hedge at rear of area, near back fence
6	Access	The Elms/Radio Mast	Cut back bramble/scrub encroaching on access road
7	29, 50	Top side of Old Hockey Field	Cut brambles round and beside bench to Chris Dryhurst.
7	50	Old Hockey Field wild flower area	Pull thistles before cutting
8	19	Vale of Health Pond	Restore glade near pond inlets and possibly install small informal footbridge
8	50	Vale of Health Pond	Trim back bramble near bench above fishing pegs
8	50	Vale of Health Pond	Coppice saplings and lift trees competing with gorse on the south bank. Remove sycamore saplings from pond edge to south. Remove robinia suckers growing along east bank.
8	39	Vale of Health pond	Remove 2 young sycamore trees from east edge of pond

Map ref.	Policy nos.	Location	Description of work
8	13, 14	Tormentil Slopes	Cut bramble and rosebay willowherb as necessary with view to eradicating
8	13, 14	Tormentil Slopes	Cut areas of coarse grass repeatedly
9	16	Willow woodland north of upper Hampstead Bird Sanctuary	Maintain willow coppice area. Re-coppice/pollard willows
9	16, 19, 20	Path between Viaduct Pond and Vale toilets	Open up and improve habitat by coppicing both sides, leaving major native trees. Remove one more Robinia annually but retain the best specimens
9	4	'Secret glade' W of path between Viaduct pond & Hollow Beech	Reduce bramble
10	46	Pryor's Field	Check area where common spotted orchid grows to ensure it is not being outcompeted; manage appropriately if so.
10	50	Pryor's Field	Clear sycamore saplings and laurel from woodland strip along north edge
10	50	Pryor's Field	Pull any Himalayan balsam in damp patch. Pull Himalayan balsam in central bramble patch only if whitethroat not breeding.
10	Access	Pryor's Field	Make sure main paths are clear of bramble and in good order, and ditch line running along the south of the field has been regularly cleared of leaf litter and debris.
10	20	Pryor's Field	Cut 1/3rd of the scalloped eastern edge of Pryor's Field between the path and shrubs (excluding the area dominated by blackthorn) on a rotational basis
10	13	Pryor's Field	Remove seedling/sapling trees in grassland and gorse along northern edge, and maintain gorse by clearing bramble. Replenish gorse as necessary.
10	6	Pryor's Field	Reduce the extent of bramble in south-west of Field, near car park, cutting by hand as ant hills are present.
10	50	Pryor's Field	Cut or remove any purple Michaelmas daisy, and white Michaelmas daisy not growing in main patch
10	50	Pryor's Field	Cut areas dominated by hogweed or remove flowers before seeding and take off site in all areas except that specified on map in management plan
10	50	Pryor's Field	Cut round large white Michaelmas daisy patch
11	6	East Heath Road	Control spread of bramble, trees etc. onto road and grassland
11	6	East Heath Road	Regularly prune willows to maintain form and maintain safe driver visibility at car park entrance
12	6	Willow Road	Keep bramble back to current frontier, with elm suckers removed
12	29, 30	Preacher's Hill	Lay and extend short hedge on boundary of Children's Playground
12	50	Preacher's Hill	Cut area of California brome repeatedly to stop it flowering, leaving patch of Russian comfrey
12	6	Preacher's Hill	Cut cow parsley/ rough grassland and ash saplings alongside Willow Road in after cow parsley has flowered. Cut saplings by hand if necessary (car parking)
12	16, 50	Preacher's Hill	Remove sycamores & sapling ashes to benefit plane and oak, clump near East Heath Road
12	1	Preacher's Hill	Cut back small area of holly to improve view
12	1	Preacher's Hill	Replant willows alongside Christchurch Road to replace those that died in 2016. Fell dead willow tree.
12	16	Preacher's Hill	Reduce ivy on woodland trees
12	50	Preacher's Hill	Herbicide invasive bramble on edge of Willow Road near junction with Christchurch Hill, which is causing a nuisance with car parking
13	1	Lime Avenue	Cut back epicormic growth at base of limes along avenue length
14	6	Mixed Pond meadow	Cut grassland regularly, to keep back bramble encroachment
15	9	Tumulus Field Pond	Cut vegetation surrounding pond

Map ref.	Policy nos.	Location	Description of work
16	7, 50	Small Tumulus Field	Mow most or all of large triangular area before ragwort flowers, preferably leaving some uncut
16	50	Small Tumulus Field	Control hogweed: cut flowers off in areas which will not be mown
16	46	Small Tumulus Field	Cut bays every third year in bramble over 12 year cycle, leaving bird perching posts
16	46	Small Tumulus Field	Plant more dog rose in/near bramble bays to provide bird poaching posts
16	33	Small Tumulus Field	Remove tree seedlings/saplings from bramble edges
16	33	Small Tumulus Field	Coppice selected lengths of woody edges by hedge 3 & repeat as required to maintain edge habitat
16	5	Small Tumulus Field	Mow area of rosebay willowherb cut in 2016 until restored to grassland
16	33	Small Tumulus Field	Remove 2 immature ash trees in south-west corner to reduce shade; leave logs lying in bramble
16	46	Small Tumulus Field	Plant teasel in open area in bramble near Hedge 2 and elsewhere among bramble edges
17	29, 30	Hedge 2, western end	Coppice several young cherry trees and scrub on south side, leaving bramble, and lay hazel stools in centre which originate from original hedge
18	30	Hedge from Lido northwards	Manage part of hedge to reduce obstruction of path and thicken up base, leaving plenty of stock to grow into standards plus some shrubs as used for teaching purposes
19	6	Parliament Hill, near Dump	Mow close to fallen tree to prevent brambles growing up
20	16	Parliament Hill shrub islands	Lay second-to bottom shrub island on western path and cut back sloe encroaching into grassland by 2m.
21	30	Hedge along eastern boundary of Cricket Field, Parliament Hill	This newly-established hedge will soon get leggy and should be layed to create a good long-term structure.
22	E1	Heath Life Education Centre	Manage for ecology & education.
23	E1	Secret Garden	Manage for ecology and education
24	Access	Highgate no 1 and Men's ponds	Maintain windows onto ponds at trig points
24	Access	Highgate no 1 pond	Make access improvements to dog swim
24	H6, 1, 39	Highgate no 1 pond	Maintain 2 open viewing windows and prevent shading of marginals by coppicing willows on 3 year rotation. Windows should be re-coppiced if required to maintain view.
25		Boating pond	Cut the two reed beds at northern corners of pond
26	7	South Meadow	Mow all grassy glades except large areas north of stream to allow access & maintain grassland. Retain strip of long grass round edges.
26	46	South Meadow	Release scaly male fern from brambles
26	50	South Meadow	Pull or cut small balsam in Kenwood SSSI strip before it flowers
26	Access	South Meadow	Maintain area in front of Chubb shelter and clear scrub as necessary
26	19	South Meadow	Review need for further thinning & glade creation
26	16	South Meadow	Improve quality of best oak trees in area of close-growing oaks with bare ground beneath by removing about 3 mis-shapen smaller oak trees.
29	6, 19	South Meadow	Remove encroaching willow saplings north-west of Herman Barr bench in northern grassland, and coppice nearby willow tree (adjacent to area previously cut) to restore grassland
27	1	Saxon ditch near Hampstead Gate	Remove brambles and brushwood; maintain dead hedges aimed at reducing footfall on this historic feature

Map ref.	Policy nos.	Location	Description of work
28	47	Stream culvert crossing by bird feeders	Cut round where cuckoo flower grows
29	19	Orchard	Continue to coppice area of hazel/ash on a 7 year rotation. Plant additional hazel to fill gaps. Section 5 2016. Section 6 2017
29	Access	Orchard	Cut hedges, cut back nettles and other vegetation from path.
29	16	Orchard	Clear around recently planted hazels
29	16	Orchard	Remove one large sycamore
29	16	Orchard	Raise crowns of selected beeches where shading coppice areas
29	16	Orchard	Plant 2-4 pear and 2-4 apple trees into open sections. Section 6 2017 London and Middlesex varieties
30	47, 50	Cohen's Field ponds	Monitor for invasive species and remove as necessary
30	46, 50, visual access	Cohen's Field ponds	Stop shrubs & climbers growing higher than fence
30	36	Cohen's Field ponds	Autumn or late winter cut to pond edges to maintain a grassy fringe.
30		Cohen's Field ponds	Reconnect ponds by blocking leak from 1st pond and ensuring overflow goes into 2nd pond
31	Access	Upper (western) Cohen's Field	Maintain ditch to upper new pond to retain nearby crossing point
31	6	Upper (western) Cohen's Field	Continue to control expanding patch blackthorn, centre of Field towards northern edge
32	6	Lower (east) Cohen's Field	Grub out sapling trees from western fringe, transplant larger recently planted saplings.
33	46, 50	Model Farm Compartment: farm section	Eradicate knotweed and balsam. Also cut back fringe vegetation and saplings to maintain some open ground.
33	7,46	Model Farm Compartment: farm section	Yearly cut to 50% of area.
33	History	Model Farm Compartment: farm section	Remove vegetation growing on walls
33	7, 46	Model Farm compartment: top meadow	Continue to manage as open grassland by cutting late. Collect arisings and compost in area
33	4, 6, 46	Model Farm compartment: top meadow	July cut to perimeter of meadow for monitoring access. Care should be taken of grass snakes.
33	7, 46	Model Farm Compartment: Middle section	Maintain as rough meadow through autumn cut
33	4, 46	Model Farm compartment: farm section	Assess safety of 2 sycamores in north-west of farm area
33		Model Farm compartment-top meadow	Create hibernaculum at north end of meadow for grass snakes. Create egg laying (compost) sites in warm south facing locations.
34	7	Pipeline Triangle	Early summer cut to Triangle to reduce coarse grass vigour & encourage later-flowering knapweed & bedstraw
35	1 & others	Athlone House Gardens	Management according to detailed management plan
36	19	Cohen's Wood	Thin oaks selectively and use timber for projects around the Heath

Map ref.	Policy nos.	Location	Description of work
37	36	Stream line from Cohen's Wood to Ladies pond	Re-coppice streamline area. Maintain dams & aquatic vegetation to improve water quality along catchments. Further clearance & dam creation may be necessary.
38	1, 36 & others	Kenwood Education Garden	On-going maintenance including planting, pruning, weeding & mowing
38	1	Kenwood Education Garden	Develop management plan for area
39	47, 50	Ladies Pond meadow	Monitor and possibly remove thistle & ragwort round damp area
39	29	Ladies Pond Meadow	Thin oak trees, removing poorer specimens, from adjacent to Ladies Pond, southern section, to provide more light to pond and promote better specimens.
39	4	Ladies Pond Meadow	Reduce erosion caused by paths by cutting alternative desire lines adjacent to existing path in summer if required
40	47	Stock Pond meadow	Cut patches of invading rush in cold weather to reduce vigour, leaving main patch beside path
41	50	Ladies Pond	Plant wild flower area in lower meadow
41	50	Ladies Pond	Dig invasive <i>Crocsmia</i> from below spillway
41	Access, 39	Ladies pond enclosure	NW edge of pond: remove woody debris from water & coppice 15m section of bankside to encourage emergent vegetation & reduce debris encroachment into the swimming area
41	6	Ladies pond enclosure	Cut northern wet meadow area to prevent scrub encroachment.
42	36	Stock Pond	Continue to selectively thin & lift bankside trees to increase light levels & reduce leaf litter: remove dead elms
42	46	Stock Pond	Clear round wild service tree saplings
42	36, 39, 50	Stock Pond	Re-open canopy above northern marsh area. Remove seedling alders and dogwood
42	36	Stock Pond	Cut back scrub encroaching onto northern marsh area. Cut back to dead hedge.
43	50	Bird Sanctuary	Control Himalayan balsam & giant hogweed
43	47	Bird Sanctuary	Weekly clean & fill bird feeder
43	Access	Bird Sanctuary	Trim small hedge in front of bird feeder to maintain visibility
43	39	Bird Sanctuary	Coppice 10% of willows & alder along eastern edge.
43	39	Bird Sanctuary	Regular coppice or removal of recent regrowth from large birch tree southwards on one-year rotation, to provide more light to water
43	36	Bird Sanctuary	Continue to expand wet meadow E of pond through selective coppicing of trees and scrub encroachment
43	H6	Bird Sanctuary	Coppice alder & dogwood S end of pond to maintain a minimum of 2 view points
43	19	Bird Sanctuary	Coppice hazel area E of pond on 7 year rotation. Remove competing elm scrub.
43	36	Bird Sanctuary	Maintain channel N side of pond to increase wetness & habitat for reedbed
43	39	Bird Sanctuary	Remove selected trees and shrubs near reedbed
43	36	Bird Sanctuary	Cut one section of reedbed
43	36	Bird Sanctuary	Western wet meadow. Late cut to area to maintain as wet meadow and prevent encroachment onto reedbed. Leave small refuges.
43	36	Bird Sanctuary	Western wet meadow. Re-coppice willows every 2 years to maintain low growth
43	36	Bird Sanctuary	Dig more pools in western wet meadow to prevent drying out
43	36	Bird Sanctuary	Continue to increase reedbed through selective felling of birch & willow along NW edge of pond
43	6	Bird Sanctuary	Cut eastern dry area to prevent scrub encroachment.
43	36	Bird Sanctuary	Cut eastern wet meadow late winter

Map ref.	Policy nos.	Location	Description of work
43	6	Bird Sanctuary	Cut north western rough meadow to prevent succession. Keep some rosebay willowherb and maintain a bramble fringe. Autumn cut followed by late spring and mid-summer cut.
43	6	Bird Sanctuary	Cut rough meadow to the north of the reedbed late winter/early spring.
43	6	Bird Sanctuary	Late cut and early summer cut to grass area surrounding bird feeders to maintain as grassland
43	H6	Bird Sanctuary	Open up viewing window again from corner nearest Millfield toilets
43	Access	Bird Sanctuary	Open up 1-2 new sightlines from western section towards reeds.
43	43	Bird Sanctuary	Create amphibian and reptile hibernaculum. Exact location to be decided.
43		Bird Sanctuary	Create 2-3 reptile egg laying sites through placement of vegetation/ compost in sunny areas
43		Bird Sanctuary	Create small 6m channel linking the pools on the eastern edge with the main pond.
44	50	Southern slopes of Parliament Hill	Continue experimental regime of cutting selected areas of thistle monthly in season

Heath Extension

Map ref.	Policy nos.	Location	Description of work
48	Access	Heath Extension, path edges	Rough cut throughout growing season
48	20	Heath Extension meadows	Development of scalloped edges between mown and long grass
49	29, 30	Hedge north of toilets, Extension	Top eastern section
50	29, 30	Hedge north of bothy, Extension	Lay or top
51	29, 30	Hedge east of cricket field, Extension	Coppice sloe and lay shrubs, northern end, west side
52	4, 33	Tree belt between two small meadows, Extension	Coppice young trees along northern edge to improve habitat & curtail further expansion into meadow
53	47	Extension, north-west corner of junior cricket field	Monitor ant populations
53	6	Extension, north-west corner of junior cricket field	Hand grub tree seedlings and saplings in uncut area & allow habitat to improve for meadow ants. Cut around hills
53	6	Extension, north-west corner of junior cricket field	Cut thistle areas to east and west in July to stop spread into area of ant hills
54	6, 7	Ikin's Corner meadow	Clear scrub and bramble to conserve broad-leaved helleborine, then maintain.
54	6, 8	Ikin's Corner meadow	Cut grassland every 2 years
55	7	New hockey pitch	Top 50% thistle along hedgerow on west of grassland
55	7	New hockey pitch	Maintain scalloped edge to bramble & close-mown grass
56	7	Meadow west of children's play area	Top 80% thistle along east hedge

Map ref.	Policy nos.	Location	Description of work
57	6	Meadow Lower & Upper Wield Field (formerly Meadow 308)	Reduce peripheral bramble. Target encroachment along north edge & remove seedling tree encroachment into meadow.
57	Access	Meadow Lower & Upper Wield Field (formerly Meadow 308)	Maintain horse ride and reinstate signposting
58	50	Meadow at North Point (far NE corner of Extension)	Hand pull or cut 80% thistle
58	7	Meadow at North Point (far NE corner of Extension)	Late annual cut leaving refuges
58	20	Meadow at North Point (far NE corner of Extension)	Develop scalloped edge between mown & uncut grass
58	7, 47	Meadow at North Point (far NE corner of Extension)	Cut & monitor three trial grassland management strips, cutting e.g. April/May; July; July then late
58	29	Meadow at North Point (far NE corner of Extension)	Cut hawthorn hedge
59	30	Extension hedge south-west of Children's playground	Lay hedge
60	1	Short hedge west of ponds	Try to layer old crab apple tree
61	4	Eastern edge of Extension	Maintain cut grass strip at base of privet hedges at rear of private gardens
62	20	Hedge between cricket & football pitches	Retain 4m bramble/grassland fringe to hedge, leaving some wide sections clear to give occasional access to stream
63	6	Grassland in NE corner of football pitch field	Grub sapling trees from grass area in upper corner near hedgerow
64	46	Cricket field	Maintain native black poplar saplings at lower north corner of field
65	H6	Near damp patch	Maintain viewing windows on both sides to give more view of stream
66	4, 7	Extension Ponds	Maintain damp meadow by autumn/winter cut & clear from W edge of ponds 2-7. See management plan for location.
66	6, 16	Extension Ponds	Cut/coppice scrub & grub bramble from N, S & E edge of pond 1 to maintain low scrub & wildflower area & prevent encroachment into pond. Remove fallen hawthorn. See management plan for location
66	19	Extension ponds	Remove selected hollies from corners of Ponds 1, 2 and 3.
66	19	Extension Ponds	Remove one willow tree and lift another, Pond 1, to increase light levels
66	6, 16	Extension Ponds	Cut/coppice scrub & grub bramble for N, S & E edges of ponds 5&6 to maintain low scrub & wildflower area & prevent encroachment into pond. See management plan for location

Map ref.	Policy nos.	Location	Description of work
66	6, 16	Extension Ponds	Cut/coppice scrub & grub bramble for N, S & E edges of pond 7 to maintain low scrub & wildflower area & prevent encroachment into pond. See management plan for location
66	16	Extension Ponds	Selectively coppice shrub islands/groups on 10 yr. cycle to maintain thick vegetation. Coppice 1 island/yr. See management plan for location.
66	36	Extension Ponds	Maintain open water by removing 50%-75% emergent vegetation from ponds 2-6 approx. every 10 years. Spread arisings along ground to west of ponds 4-6. Maintain minimum 50% open water.
66	50	Extension Ponds	Remove New Zealand Pigmyweed, <i>Crassula helmsii</i> , from pond 2+5 and any other ponds where it is present.
66	47	Extension Ponds	Monitor dragonflies
66	41	Extension Ponds	Remove silt from ponds 1 & 7 by dredging sediment. Engineers department
66	Access	Extension Ponds	Maintain views to ponds in small sections of east and west sides through summer coppicing of vegetation.
66	46	Path edge near to Extension No.1 pond	Ensure marsh woundwort population west of Pond 1 is conserved. Coppice willow shading plants and maintain short section of path to west by cutting through nettle patch again.
67		Extension small pond	Dig out small Extension pond and reduce willow shading the pond
68	30	Extension, hedge on east side of horse ride at latitude of Children's Playground	Lay sections of hedge

West Heath

Map ref.	Policy nos.	Location	Description of work
69	2, 7	Flagstaff	Regular cut, but with midsummer window to allow flowering of wildflowers
69	H6	Flagstaff	Maintain view from benches towards Harrow
69	13, 14	Flagstaff gorse patch	Coppice a section of gorse on 12 year rotation and remove seedlings sycamore, oak and birch in compartment. Section 4 in 2016. Section 5 in 2017. This section will require clearing and planting initially. Follow-up bramble removal in spring/summer if needed
69	14	Flagstaff gorse patch	Gorse expansion in section 4. Remove tree and scrub cover from area. Grub out any bramble. Rake and remove as much top soil as possible. Plant up with potted gorse.
69	13, 14	Flagstaff gorse patch	Plant any open areas with gorse
69	13, 14	Flagstaff gorse patch	Follow up management of recently coppiced/expanded area of gorse. Revisit section to remove any returning scrub or bramble growth. Replant any failed gorse. Section 4 in 2017
69	Access, safety	Flagstaff gorse patch	Coppice 1-2m strip of gorse from either side of main east-west track to maintain access and firebreak
70	13	Heath lands, next to Jack Straws car park	Late annual cut, leaving refuges
71	13, 14	Heather stand on slope by Hill garden middle gate (old section of Pergola)	Weed existing heather. Increase area of heather/acid grassland by cutting back scrub and bramble from the fringes particularly the lower slopes.

Map ref.	Policy nos.	Location	Description of work
71	14	Heather stand on slope by Hill garden middle gate (old section of Pergola)	High cut to lower heather section to maintain as low heath and prevent scrub encroachment
71	13, 50	Heather stand on slope by Hill garden middle gate (old section of Pergola)	Control bracken
71		Hill garden wall	Re-coppice hazel stools near to Hill Garden wall
72	46, 50	Area opposite Hill Garden main gate, adjacent to North End Way	Remove bramble & bracken encroaching on lily-of-the-valley & grassland
72	13	Inverforth Close/Hill Garden heather site	Weed and maintain heather
72	14	Inverforth Close/Hill Garden heather site	Increase area of heathland/acid grassland through selective tree and scrub removal from eastern edge
72	14, 15	Inverforth Close/Hill Garden heather site	Cut perimeter of area 2-3 times to prevent bramble and scrub encroachment.
73	13	Drying Ground	Coppice or lift gorse growing over heather surrounding gorse patch. Weed & maintain heather on slopes
73	15	Drying Ground	Maintain open aspect under pines by bramble & scrub removal
73	14	Drying Ground	Continue to Increase area of Heathland/acid grassland through selective tree and scrub removal southern slopes towards hollow. Rake or scrape off heavy areas of leaf mulch.
73	6, 14, 15	Drying Ground	Cut open area down to hollow to prevent scrub regrowth and establish grassland
74	7	Grass Square opposite Bull & Bush public house	Late cut to grass, removing cuttings. Cut away from road edge.
75	29	Cuttings Path	Maintain hedge and prevent encroachment
75	7	Cuttings Path	Maintain grass bank with late annual cut
75	16, 19	Cuttings Path	Maintain sightlines and open aspect along length of path

Whitestone Pond and Judges Hollow

Map ref.	Policy nos.	Location	Description of work
82	36	Whitestone Pond	Maintain pond to specification outlined by City Surveyors. Cut reeds overhanging path in early spring
82		Whitestone Pond	Cut reedbed
83	Access	Lower corner West Heath road/ Branch Hill junction	Maintain sightlines for traffic on lower bend.

Map ref.	Policy nos.	Location	Description of work
83	Access	Lower corner West Heath road/ Branch Hill junction	Cut back road edge from Branch Hill junction down to West Heath meadow if necessary road closure can be obtained
84	7, 50	Flat area at top of Judges Hollow, close to flagstaff	Early cut; top thistle within grassland area
85	50	Judges Hollow	Flail low bramble patches invading grassland
85	7, 13	Judges Hollow small wooded area & steep slope	Late annual cut to half slope
85	50	Judges Hollow small wooded area & steep slope	An isolated & expanding area of thistle & nettle on edges of bank needs regular cut to prevent expansion into acid grassland
85	50	Judges Hollow lower section & gentle slope	Cut or pull patches of nettle among fine grasses
85	50	Judges Hollow lower section & gentle slope	Selective cut during May & July to reduce aggressive coarse grasses.
85	50	Judges Hollow lower section & gentle slope	Remove bramble & seedling trees encroaching on all open areas
85	50	Judges Hollow area of mature gorse	Remove large turkey oak and any seedling sycamores
85	7	Judges Hollow lime & chestnut avenue	Late cut of grass next to houses.
85	Access	Judges Hollow lime & chestnut avenue	Prune epicormic shoots on limes

Sandy Heath

Map ref.	Policy nos.	Location	Description of work
86	Access	Path from Spaniards Green to Ikin's Corner	Cut back bramble encroachment
87	20	Sandy Road	Continue cutting 2 coupes/year along ride in 5-year rotation. Sections 2a + 5b in 2016, 3b + 4a in 2017 See map.
87	50	Sandy Road	Remove Turkey oak from section 5b and norway maple from section 2a.
87	20	Sandy Road	Cut scalloped 2-3m strip along path edge during July
88	H1	Cooling Track	Monitor & remove tree seedlings along ditch as necessary
88	7	Cooling Track	Glade opposite Extension top locking bar: late cut at end of season
88	43	Cooling Track	Clear ditch culvert as necessary
89	50	Old Sand Pit, behind Heath House	Remove seedling sycamores
89		Old Sand Pit, behind Heath House	Coppice ash and Sorbus saplings and remove one Turkey oak and one sycamore annually to increase ground flora

Map ref.	Policy nos.	Location	Description of work
89	Access	Old Sand Pit, behind Heath House	Shape low epicormic growth from lime trees by bench
90	7, 50	Woodland next path & horse chestnut avenue, south of end of North End	Late cut to the Lily of the Valley area to remove bramble & ivy encroachment
91	39	Sandy Heath ponds	Selectively coppice or remove tree/gorse and scrub cover from the edge of pond No.3 to prevent shading and establishment of large trees.
91	4, 14	All Sandy Heath ponds	Remove bramble developing in damp shaded areas & acid grassland
91	36	All Sandy Heath ponds	Remove selected emergent vegetation + sediment to prevent succession & maintain area of open water. Pond 1 in 2016 or 2017 with mini-digger/contractor
91	14	All Sandy Heath ponds	Regular cut of grass adjacent pond 4 to establish & maintain acid grassland
91	36	Main Sandy pond	Boom and net duckweed from pond No.2 surface when covering greater than 25% of pond surface
91	39	Main Sandy pond	Remove trees from centre of large Iris bed in pond No.2.
91	14	Sandy Heath grassland	Remove turkey oaks from selected areas to increase the extent of acid grassland.
92	13, 14	Pitt's Garden	Weed & maintain heather plantings. Remove pine tree seedlings & saplings. Remove willow saplings.
92	16	Pitt's Garden	Remove three pine trees to provide room for the rest to mature
92	13	Pitt's Garden	Keep bramble controlled in areas of gorse
92	14, 15	Pitt's Garden	High cut of northern heather section to maintain as low heath and prevent scrub encroachment
92	14, 15	Pitt's Garden	Cut around heather sections to prevent scrub encroachment
92	H1	Pitt's Garden	Keep listed wall adjacent to North End clear of vegetation.
92	H1, 50	Pitt's Garden	Remove some bramble & buddleia & coppice gorse along top of crib wall bank
92	4	Pitt's Garden	Maintain margins as grassland & prevent scrub encroachment on path by fence adjoining North End Way
92	14	Pitt's Garden	Increase area of potential heathland through removal of selected shrubs and trees from northern section.
93	6	Paddock	Grub tree seedlings & bramble as necessary
93	50	Paddock	Reduce thistles
93	7	Paddock	Early spring cut to 80% of meadow, leaving refuges, & repeat cut in summer, to encourage scabious
93	46	Paddock	Plant scabious plugs around Paddock to encourage spread
94	50	Large (Summer) Meadow	Control majority of Canadian golden rod, Russian comfrey & Michaelmas daisy as required
94	50	Large (Summer) Meadow	Remove non-native tree seedlings in peripheral areas of meadow
94	7	Large (Summer) Meadow	Early spring cut (around March) to allow invertebrates to overwinter in dead stems
94	6	Large (Summer) Meadow	Cut back bramble edge on south side by 3m
94	6	Large (Summer) Meadow	Continue to remove saplings coming up through gorse
95	13, 14, 15	Sandy Gorse patch	Coppice/expand gorse on a 12 year rotation. Section 5 in 2017. Grub out seedling trees and remove bramble. Plant up any bare/dead patches with potted gorse
95	13	Sandy Gorse patch	Follow up management of recently coppiced area of gorse. Section 4- Revisit section to remove any returning scrub or bramble growth. Replant any failed gorse.

Map ref.	Policy nos.	Location	Description of work
95	13	Sandy Gorse patch	Coppice 1-2m strip of gorse from either side of main east-west track.
95	13, 14, 50	Sandy Gorse patch	Control bracken
96	16, 23	Woodland adjacent Spaniard's Road	Remove cycle jumps
97	H6	North End Green: corner North End & North End Avenue	Cut bramble beneath trees to open view of Green from North End Avenue.
97	Access	North End Green: corner North End & North End Avenue	Put in new boundary posts adjacent to old ones, leaving the bases of the former rotten posts in the ground for stag beetle larvae and prevent disturbance of newts
98	1	Woodland edge north end Bridle Cottage entrance	Maintain open aspect along Bridle Cottage wall
99	4	Hill above Wyldes Farm	Maintain 5m grass verge by cutting twice p.a.
99	H6	Hill above Wyldes Farm	Remove small holly regrowth & saplings
99	H6	Hill above Wyldes Farm	Cut low bramble on bank in summer
99	Access	Wyldes Farm access road	Remove any garden rubbish
99	Access	Wyldes farm access road	Strim round bollards throughout season
99	Access	Wyldes farm access road	Selectively thin trees growing into road
99	16	Woodland near Wyldes Farm	Manage area with pines to encourage these by removing senescent larches and nearby Turkey oaks and planting new Scots pines.

Golders Hill Park

Map ref.	Policy nos.	Location	Description of work
100	47	Golders Hill Park and elsewhere	Review hedgehog survey from 2016 and implement recommendations in 2017 which may include full Golders Hill Park survey and link with ZSL funded project



Arboricultural Works

Veteran trees

Policy nos.	Location	Description of proposed works
NL13	Selected locations Heath-wide	<p>Management to tranche of next 10 nominated trees from the Veteran Tree Survey. Proposed works to include:</p> <ul style="list-style-type: none"> • Haloing adjacent tree canopies • Felling selective encroaching trees • Retrenchment pruning • Cable bracing • Dead hedging • Mulching • Moving paths/targets <p>Compost Tea (microbial foliar and soil drench) applications to the Veteran oaks at Hampstead Gate</p> <p>Soil sampling to Veteran Oaks at Hampstead Gate</p>

Wild service

Policy nos.	Location	Description of proposed works
NL4	Selected locations Heath-wide	<p>Continue to record new found specimens.</p> <p>Works to nominated trees. Proposed works to include:</p> <ul style="list-style-type: none"> • Haloing adjacent tree canopies • Felling selective encroaching trees • Retrenchment pruning • Dead hedging • Mulching • Moving paths/targets • Planting 4 year old saplings in identified locations • Collecting seed for next tranche of propagation

Poplar project

Policy nos.	Location	Description of proposed works
NL1	Selected locations Heath-wide	<p>Survey of entire Poplar population Identification & prioritisation of works required. To include:</p> <ul style="list-style-type: none"> • Reduction of lapsed pollards • Removal of ivy to aid annual inspection • Removal of significant dead wood and hazard beams

Un-programmed and routine tasks

Policy nos.	Location	Description of proposed works
NL14	Selected locations North London Open spaces - wide	<p>Emergency works, to include making safe windblown and recently identified (Arbortrack) unstable and/or decayed trees</p> <p>Felling dead elm regeneration</p> <p>Retrieval of kites and other foreign objects</p> <p>Crown lifting for public/transport access</p> <p>Remedial tree works, to include reduction, felling, pollarding, coppicing & airspading</p> <p>These works produced from Arbortrack Tree Risk Sequencing Inspections.</p> <p>Pest and disease monitoring: Inspect for disease and pests within tree populations, including;</p> <ul style="list-style-type: none"> • Massaria • Oak Processionary Moth (pheromone trapping and nest location. Managing nest removal) • Chalara fraxinea – (Ash die back) • AOD (Acute Oak Decline) • Ceratocystis platani - Plane wilt • Xylella fastidiosa - Bacterial leaf scorch

Additional Works

Policy nos.	Location	Description of proposed works
	<p>Burnham Beeches</p> <p>Haringey & Camden</p> <p>Hampstead Heath</p>	<p>Veteran beech pollard restoration</p> <p>Working Party – assisting neighbouring Local authorities to carry out woodland conservation & veteran tree management</p> <p>Flood Management: assisting and advising on arboricultural operations on dam structures on Highgate and Hampstead chains</p>

Formal Areas

Golders Hill Park, Hill Garden & the Pergola

(Includes sports areas on the Heath Extension and Keats House)

Routine Cyclical Maintenance: January 2017- March 2018

Location	Details of Proposed Work: Jan 2017- Mar 2018	Timing of work	Who is Responsible	Link to 2007 Plan
Heath Extension 2 Cricket Squares & Outfield	Maintain cricket squares and outfield which will include mowing, preparation and re-instatement of individual wickets, rolling, fertilising and irrigation. Priority will be given to non-chemical control methods. Inspect and maintain cricket practice nets.	Early April to Mid-September	Site Supervisor	S1, S2, S7
	End of season renovation of cricket squares to include deep scarification, solid tine aeration, top-dressing with surrey loam, over seeding with dwarf perennial rye grass, disease and weed control. Priority will be given to non-chemical control methods. Erect post and chain fence during off season.	Mid- September to Early October	Site Supervisor	S1, S2, S7
Heath Extension Grass Sports Areas: 3 football pitches 3 rugby pitches 1 school running track 2 Cricket nets	Maintain grass sports areas which will include marking and setting out goal posts, mowing; preparation and re-instatement of individual areas and fertilising. Priority will be given to non-chemical control methods. Maintain and foster close working relationships with sports and leisure administration officer, and encourage usage of the facilities with sports clubs and neighbouring schools.	Winter sports: Late September to Early April Summer Sports: April to September	Site Supervisor	S1, S2, S7
	Renovation of grass pitches and grids to include aeration to overcome surface compaction, top-dressing and over-seeding centre circle and goal mouth areas. Repairing and checking goal posts, nets and sockets. Priority will be given to non-chemical control methods.	Mid-April	Site Supervisor	S1, S2, S7,

Location	Details of Proposed Work: Jan 2017- Mar 2018	Timing of work	Who is Responsible	Link to 2007 Plan
Heath Extension Sports: 3 football pitches 3 rugby pitches 1 school running track	Renovation of grass pitches to include aeration to overcome surface compaction and Plantain control. Top-dressing and over-seeding centre circle and goal mouth areas. Repairing and checking goal posts, nets and sockets. Organisation and management of School Sports Day, School / Club Training Sessions & Athletics Meetings	September	Site Supervisor	S1, S2, S7
Heath Extension 6 Changing Rooms 2 Officials Rooms	Provide clean, well-maintained facilities to schools and sports clubs all year round. Facilities to be routinely cleaned.	On-going throughout season	Site Supervisor	S1, S2, S7
Golders Hill Park / Heath Extension / Pergola Informal Recreational Grass	Grass cutting of informal recreational areas a. Daily collection of litter, debris and dog faeces.	Minimum once every seven days	Site Supervisor	S1, S2, S7
Public Toilets - Golders Hill Park	Ensure daily cleaning of toilets and regular checks. Replenish toilet rolls and soap on an hourly basis during peak times. Arrange for one deep clean in March/April and twice yearly empty of separation tank	Daily April / September	Site Supervisor	B4
Golders Hill Park / Heath Extension / Pergola Routine patrolling and	Visual presence will be maintained by Keeping staff during opening hours. Staff will interface with the public and hand out information answer queries and monitor bye-laws as necessary. Assist the Hampstead Heath Constabulary with emergency situation, for example lost children, lost dogs and vulnerable people.	Daily	Site Supervisor	A1
Hill Garden Pergola Wedding Ceremonies	Assist the Business Manager with wedding Ceremonies	As per Bookings	Business Manager / Site Supervisor	D6

Location	Details of Proposed Work: Jan 2017- Mar 2018	Timing of work	Who is Responsible	Link to 2007 Plan
Golders Hill Park 2 Grass Tennis 2 Croquet Squares 1 Putting Green 2 Table tennis tables	Maintain grass tennis courts and croquet squares to include twice weekly mowing, monthly verti-cutting, aeration, fertilising, disease, weed, moss control. Irrigation, divot repairs and marking out and rotation of individual courts. Priority will be given to non-chemical control methods.	May to September	Site Supervisor	S1, S2, S7
Golders Hill Park 2 Grass Tennis Courts 2 Croquet Square 1 Putting Green 2 Table tennis tables	End of season renovation of grass tennis courts, putting green and croquet lawns to include scarification, aeration, topdressing, over seeding with bent & fescues mix. Disease, weed and moss control. Priority will be given to non-chemical control methods, for example, daily dew removal to discourage disease outbreaks and dispersal of worm casts.	September/October	Site Supervisor	S1, S2, S7
Golders Hill Park 4 Hard Tennis Courts	Maintain four hard tennis courts to include daily inspections for debris, vegetation, wear and tear. Daily checking of nets and fencing. Management of bookings and soft launch of Club Spark online booking system. Priority will be given to non-chemical control methods for control of moss and algae.	All Year	Site Supervisor	S1, S2, S7
Golders Hill Park Natural Grassland Areas / Orchard Meadow / Dell Area / Swan Pond	Management of natural grass areas to encourage flora and fauna. Pathways cut through on a weekly basis and areas are "framed".to define the area	April to November	Site Supervisor	NL3
Golders Hill Park Natural Grassland Areas Orchard Meadow / Dell Area	Annual cut and collection - all grass cuttings to be re-cycled. Followed by three general maintenance cuts before end of November.	August to November	Site Supervisor	NL3

Location	Details of Proposed Work: Jan 2017- Mar 2018	Timing of work	Who is Responsible	Link to 2007 Plan
Golders Hill Park Sustainable Planting in Walled Garden	Maintain sustainable plantings to include lifting and dividing, irrigation, staking, pest, weed and disease control - priority will be given to non-chemical control methods. Maintain and update interpretation boards and other media	All Year	Site Supervisor	D1, NL10
Golders Hill Park / Hill Garden, Pergola / Kitchen Garden / Keats House: Specimen Tree Management	Maintain specimen trees to include irrigation, pruning for vigour, form, safety, pest, weed and disease control, checking of tree stakes. Priority will be given to non-chemical control methods.	All Year	Site Supervisor	D1
Golders Hill Park / Hill Garden, Pergola, Kitchen Garden / Keats House Shrub Bed Management	Maintain shrub beds to include mulching, routine formative and regenerative pruning. Non-chemical weed and disease control via hoeing and removal or pruning out dead plants or branches. Hand irrigation if necessary. Priority will be given to non-chemical control methods.	All Year	Site Supervisor	D1
Golders Hill Park / Hill Garden, Pergola, Kitchen Garden / Keats House Hedge Management	Cut hedges to an appropriate height to encourage vigour, density and maintain views. Hedges include Privet, Hornbeam, Yew, Buxus, Holly, Copper Beech, and Lonicera. Priority will always be given to the bird nesting season.	August to April	Site Supervisor	NL6
Golders Hill Park Hanging Baskets by Café / Planting Tubs / Spot planting in borders	Install hanging baskets and other seasonal planting areas maintenance to include weed & disease control, dead-heading, fertilising and daily irrigation. Priority will be given to non-chemical control methods.	May to November	Site Supervisor	D1

Location	Details of Proposed Work: Jan 2017- Mar 2018	Timing of work	Who is Responsible	Link to 2007 Plan
Golders Hill Park / Heath Extension Children's Play Areas	Daily visual inspections will be carried out by staff and all findings recorded.	Daily,	Site Supervisor	E1,E3 P1
	Children's play areas will be formally checked by qualified staff on a monthly basis.	Monthly	Site Supervisor	E1,E3
	Annual external playground inspections will be carried out by independent inspectors, with any recommendations actioned in the time specified	Annually	Site Supervisor	P1
Golders Hill Park Zoo	Recommendations from the London Borough of Barnet's licensing authority will be adhered to. Links will be pro-actively maintained through BIAZA (British and Irish Association of Zoos and Aquariums) and via the Zoo ethics committee which meets twice per year.	All Year	Site Supervisor	E1,E3 P1,P10, NL10
Golders Hill Park Zoo	<p>Maintain all livestock and enclosures within the zoo to the animal welfare and husbandry standards as required by the Zoo licensing Act.</p> <p>Monitor and maintain all enclosures and housing infrastructure within the zoo, to ensure safety and continued suitability. Liaise regularly with the zoo veterinarian to ensure the health of all the livestock within the zoo.</p> <p>Ensure grass levels and general foliage within the animal enclosures are kept at a presentable level throughout the year. Areas left uncut to encourage natural animal behaviour e.g. foraging</p> <p>Promote the zoo to members of the public through advertised feeds, talks, donkey walks and animal adoption scheme. Maintain interpretation boards and other media.</p>	All Year	Site Supervisor	E1,E3 P1,P10, NL10

Location	Details of Proposed Work: Jan 2017- Mar 2018	Timing of work	Who is Responsible	Link to 2007 Plan
Golders Hill Park Butterfly House	Full access to the Butterfly House will be available to the public during agreed opening hours. The facility will be maintained in accordance with good husbandry practice. Maintain interpretation boards and other media	March to end October	Site Supervisor	E1,E3 P1, NL10
Golders Hill Park / Heath Extension / Hill Garden, Pergola, Kitchen Garden Litter	All areas to be litter picked daily. Litter bins to be emptied daily.	All Year	Site Supervisor	P3
Golders Hill Park / Heath Extension / Hill Garden, Pergola, Kitchen Garden / Keats House Footpaths, Signage, Fences	Footpaths, signage, fences will be checked on a daily basis and repairs carried out as and when required. Wooden edging boards repaired as necessary.	Daily	Site Supervisor	B8
Golders Hill Park Christmas Tree	Erection and, later, dismantling of Christmas tree by main North End Road entrance.	December to January	Site Supervisor	
Golders Hill Park / Hill Garden, Pergola, Kitchen Garden / Keats House / Heath Hands Volunteers	Provide a programme for Heath Hand volunteers for the horticulture projects and works undertaken at the various locations across the Park, Hill Garden and Kats House	All Year	Site Supervisor	A8
Golders Hill Park / Heath Extension Ditch Management	Maintain ditches and water courses. Grid clearance to be carried out during inclement weather. All ditches to be maintained as specified in Corporation of London hydrology policy.	All Year	Site Supervisor	HY1 NL5

Location	Details of Proposed Work: Jan 2017- Mar 2018	Timing of work	Who is Responsible	Link to 2007 Plan
Golders Hill Park / Heath Extension Children's Entertainment / Bandstand Concerts	Overseeing of children's education / interpretation , bandstand concerts etc.	All Year	Site Supervisor	A1 D3
Golders Hill Park Ponds and Streams	Quarterly maintenance of pond pumps and filters. Daily inspection of overflows and safety equipment. Management of vegetation on pond edges.	All Year	Site Supervisor	HY1, NL5
Golders Hill Park / Hill Garden, Pergola, Kitchen Garden / Heath Extension Filming	Manage filming events on the Heath to ensure that there is no long-term damage to the landscape and minimise disruption to local communities.	All Year	Site Supervisor	P8

Projects planned at Golders Hill Park: January 2017- March 2018

Location	Details of Proposed Work: Jan 2017- Mar 2018	Timing of work	Who is Responsible	Link to 2007 Plan
Golders Hill Park Zoo	Continue to explore transformational management of the zoo in accordance with Zoo Licensing Act 1981. Work towards producing a collection plan for the zoo.	All Year	Zoo & Farm Team Leader	B14
Golders Hill Park	Install new Christmas tree pit to site at top of Park	January to March	Site Supervisor	D1
Golders Hill Park	Plan and implement new planting plan for Log Garden	January to March 2018	Site Supervisor	D1
Hill Garden, Pergola, Kitchen Garden	Re-lay sedex pathways throughout Kitchen Garden	November to March	Site Supervisor	D1
Hill Garden	Second phase re-planting works to the Hill Garden North boundary border.	November to March	Site Supervisor	D1
Golders Hill Park / Heath Extension / Pergola	Embed updated bench survey information and database into routine annual work programme and projects plan. Implement annual bench maintenance schedule with a target of 15 renewals to address benches reaching end of life. Liaise with	November to March 2018	Site Supervisor	B8

Location	Details of Proposed Work: Jan 2017- Mar 2018	Timing of work	Who is Responsible	Link to 2007 Plan
Memorial Benches	Support Services for contacting of sponsors.			
Golders Hill Park	Research costs of wooden edging to be replaced with metal edging over a 10 year period.	On-going	Site Supervisor	D1
Swan Pond	Undertake edge protection works as identified in the Panel Engineer half yearly annual inspection.	Winter 2017	Site Supervisor	HY3

Parliament Hill Fields

Routine Cyclical Maintenance: January 2017- March 2018

Location	Details of Proposed Work: Jan 2017/ Mar 2018	Timing of work	Who is Responsible	Link to 2007 Plan
1 Cricket Square and Outfield	Maintain cricket square and outfield which will include mowing, preparation and re-instatement of individual wickets, rolling, fertilising and irrigation. Priority will be given to non-chemical control methods. Inspect and maintain cricket practice nets.	Early April to Mid-September	Site Supervisor	S1, S2, S7
	End of season renovation of cricket table to include deep scarification, solid tine aeration, top-dressing with surrey loam, over seeding with dwarf perennial rye grass, disease and weed control. Priority will be given to non-chemical control methods.	Mid- September to Early October	Site Supervisor, Groundsman	S1, S2, S7
Cricket enclosure Woodland planting	Pruning management of blackthorn, hawthorn, rosa, buckthorn plantings along East and Southern boundary of cricket enclosure - outside of bird nesting season.	Late August-early April.	Site Supervisor	NL4, NL6
Bowling Green / Croquet	Liaise with licensee of the bowling green and offer advice and support throughout the year. Arrange for irrigation and machinery servicing.	Playing season April to September. Out of season October to March	Site Supervisor	S1, S2, S7
Formal grass sports areas: 1 football pitches 4 rugby training grids 6 schools training grids 1 soft ball area 5 rounder areas 4 mini football grids	Maintain pitches and training grids which will include marking out, setting out goal posts, mowing; preparation and re-instatement of individual areas and fertilising. Routine checking of goal post will be completed by daily inspections. Priority will be given to non-chemical control methods. Maintain and foster close working relationships with neighbouring schools and encouraging usage of facilities.	Winter sports: Late September to Early April Summer Sports: April to September	Site Supervisor	S1, S2, S7

Location	Details of Proposed Work: Jan 2017/ Mar 2018	Timing of work	Who is Responsible	Link to 2007 Plan
Formal grass sports areas: 2 football pitches 1 rugby training grid 6 schools training grids 1 soft ball area 5 rounder areas 4 mini football grids	Renovation of pitches and grids to include aeration to overcome surface compaction, top-dressing and over-seeding centre circle and goal mouth areas. Repairing and checking goal posts, nets and sockets. Priority will be given to non-chemical control methods.	Mid-April	Site Supervisor	S1, S2, S7, S8
Class A Certified Athletics Track Organisation and management of Athletics Meetings, School Sports Day, School/Club training Sessions & Corporate events.	Daily inspection of track (including hammer cage / pole vault, long jump and javelin run-ups / high jump fan / shot putt landing area / throwing areas etc. to check for debris and wear and tear. Check sand depth and quality and replace as necessary. Keep abreast with current UKA regulation changes. Routine checking of hurdles / landing mats / hammer wires / throwing equipment / pole fault and high jump stands and bars / judges stand / starting blocks / flags / relay batons. Replacement and repair as necessary. Setting out of track for meetings and training events (including schools). Ensuring the changing facilities including toilets are in a clean and tidy state on a daily basis. Maintain grass centre area and routinely replace divots.	Athletics meeting season: April-September Training sessions, Sports days & Corporate events: All year	Site Supervisor	S1
Petanque Area	Daily checking of Petanque area to include debris removal, raking and replacement of topdressing material as necessary. Continual monitoring of weed and moss growth. Priority will be given to non-chemical control methods.	All year	Site Supervisor	S1, S2, S7
10 Hard Tennis Courts	Maintain courts to include daily inspections for debris, vegetation, wear and tear. Daily checking of nets and fencing. Management of bookings and soft launch of ClubSpark online booking system. Priority will be given to non-chemical control methods for the control of moss and algae.	All Year	Site Supervisor	S1, S2, S7
Male / Female / Disable Public Toilets	Ensure daily cleaning of toilets and regular checks. Replenish toilet rolls and soap on an hourly basis during peak times.	All Year	Site Supervisor	B4
	Arrange for one deep clean.	March & April	Site Supervisor	B4

Location	Details of Proposed Work: Jan 2017/ Mar 2018	Timing of work	Who is Responsible	Link to 2007 Plan
Informal Recreation Areas: Dukes Field Stone of Free Speech Bandstand Grass Surrounds Children's Enclosure.	Grass cutting of individual grass recreational areas a minimum once every seven days. Daily collection of litter, debris and dog faeces. Re-instate as necessary.	March-October	Site Supervisor	P1
Natural Grassland Areas Parliament Hill	Management of existing natural grass areas to encourage flora and fauna and extend the natural aspects of the Heath into this municipal area. Lido café area pathways cut on a weekly basis and areas framed.	All Year	Site Supervisor	NL3
	Cut and collection of designated areas on a three yearly cycle. All cut grass to be baled and removed.	Mid- September to Early October	Site Supervisor	NL3
Specimen tree Management: Swains lane, Dukes field, Bull path.	After care and monitor growth of new and establishing trees. Maintain specimen trees to include irrigation, pruning for vigour, form, safety, pest, weed and disease control, checking of tree stakes. Priority will be given to non-chemical control methods.	All year	Site Supervisor	D1
Mixed Borders: Bowling Green	Maintain borders to include mulching, routine, formative and regenerative pruning. Non-chemical weed and disease control via hoeing and removal or pruning out dead plants or branches. Hand irrigation if necessary. Priority will be given to non-chemical control methods.	All year	Site Supervisor	D1
Hedge Rows: Highgate Road, Tennis Courts, Lido Wall, Bull Path and Bowling Green	Cut native hedges (outside of bird nesting season) to an appropriate height to encourage vigour, density and maintain views.	Late August-early April	Site Supervisor	NL6
Parliament Hill: Signage / Litter bins / Tennis Hut Shelter / Tennis Hut	Signage / Litter bins / Tennis Hut Shelters / Tennis Hut will be checked on a daily basis and repairs carried out as and when required.	All year	Site Supervisor	P3 B8
Parliament Hill: Paths, Roadways & Entrances	Check and maintain pathways in line with specifications to include top finishes. Carryout checks for potholes, cracks and deformations, making patch repairs where needed. Maintain sightlines at junctions, crossroads, adjoining gateways and entranceways for safe access and egress. Grass edging will be carried out during the growing season and wooden edging boards repaired as necessary. Manage traffic movements in line with risk assessment and safe systems of work.	Daily	Site Supervisor	P3

Location	Details of Proposed Work: Jan 2017/ Mar 2018	Timing of work	Who is Responsible	Link to 2007 Plan
Parliament Hill: Gates, Fences and barriers Temporary & Permanent.	Check and maintain gates and entrances in good working order to include locks and padlocks. Check and maintain fence lines repairing and or replacing a needed. Temporary fencing/barriers to be placed proximal to the hazard and in such a way as to minimise disruption to users. All temporary fencing is to have signage to explain reasons for erection and time scale for removal; this is to be placed at time of erection.	Daily	Site Supervisor	B8
Play Areas: Traditional Play, 1 O'clock club, Adventure play & Children's enclosure	Daily visual inspections will be carried out by staff and all findings recorded.	Daily	Site Supervisor	E1,E3 P1
	Children's play areas will be formally checked by qualified staff on a monthly basis.	Monthly	Site Supervisor	E1,E3 P1
	Annual external playground inspections will be carried out by independent inspectors, with any recommendations actioned in the time specified	Annually	Site Supervisor	E1,E3 P1
Outdoor Gym: Trim Trail	Daily visual inspections will be carried out by staff and all findings recorded.	Daily	Site Supervisor	E1,E3 P1
	Children's play areas will be formally checked by qualified staff on a monthly basis.	Monthly	Site Supervisor	E1,E3 P1
	Annual external playground inspections will be carried out by independent inspectors, with any recommendations actioned in the time specified	Annually	Site Supervisor	E1,E3 P1
Parliament Hill: Ditches, drains, gullies and grids.	Maintain ditches and water courses. Grid clearance to be carried out during inclement weather. All ditches to be maintained as specified in Corporation of London hydrology policy.	All year		HY1 NL5
Parliament Hill: Routine patrolling	Visual presence will be maintained by Keeping staff during opening hours. Staff will interface with the public and hand out information answer queries and monitor bye-laws as necessary. Assist the Hampstead Heath Constabulary with emergency situation, for example lost children, lost dogs and vulnerable people.	All year	Site Supervisor	P1
Highgate Road entrance: Christmas Tree	Sighting and later, dismantling of Christmas Tree	December-January	Site Supervisor	
Heath Hands Volunteers	Provide a programme for Heath Hand volunteers for the horticulture projects and works undertaken at the Parliament Hill area.	All Year	Site Supervisor	A8

Location	Details of Proposed Work: Jan 2017/ Mar 2018	Timing of work	Who is Responsible	Link to 2007 Plan
Filming	Manage events to ensure that there is no long-term damage to the landscape and minimise disruption to local communities.	All Year	Site Supervisor	P8

Projects planned at Parliament Hill: January 2017- March 2018

Location	Details of Proposed Work: Jan 2017/ Mar 2018	Timing of work	Who is Responsible	Link to 2007 Plan
Orchard	Landscaping works to remove existing mixed planting and replace with mixed native hedging in line with Hampstead Heath Management Plan B14.	Spring 2017	Site Supervisor	B14
Cricket enclosure: Stores wall	Plant native trees and hedge row in line in Northern Western section of the cricket enclosure.	Spring 2017	Site Supervisor	NL6
Cricket enclosure: On school boundary	Reduce and thin out hedging to allow light into to William Ellis school building.	Spring 2017 and Winter 2018	Site Supervisor	NL6
Nassington Road, Savernake Road Bridge & Hive	Landscaping works to create a more welcoming and natural rural gateway to the Heath. This is one of a number of on-going projects that evolved from 'Towards a Plan of the Heath'- Management plan part one 2007-2017	Spring 2018	Site Supervisor	B14
Highgate Road Hedge	Reduce section of hawthorn hedge by 1/3 on Highgate Road.	Winter 2017	Site Supervisor	NL6
Memorial Benches	Embed updated bench survey information and database into routine annual work programme and projects plan. Implement annual bench maintenance schedule with a target of 15 renewals to address benches reaching end of life. Liaise with Support Services for contacting of sponsors. This is part of a wider Memorial Bench Project for the main body of the Heath.	Winter 2017 and Spring 2018	Site Supervisor	B8

Body of the Heath

Projects planned for the body of the Heath: January 2017- March 2018

Location	Details of Proposed Work: Jan 2017/ Mar 2018	Timing of work	Who is Responsible	Link to 2007 Plan
Millfield Lane Entrance	Improvements to Heath entrance, involving fencing and gate replacement to more rural style, and landscape improvements to immediate area including toilet enclosure (as set out in Committee Report 2015).	Winter – Summer 2017	Site Supervisor	B4 B14
Memorial Benches	Embed updated bench survey information and database into routine annual work programme and projects plan. Implement annual bench maintenance schedule with a target of 15 renewals to address benches reaching end of life and to reinstate benches affected by the Ponds Project. Liaise with Support Services for contacting of sponsors.	Winter 2017 and Spring 2018	Site Supervisor	B8
Parliament Hill summit – stage 2	Continue improvements to this site, including de-compaction and restoration of path junctions, re-turfing and renewal of benches.	Spring – Summer 2017	Site Supervisor	
Tumulus	Replacement of perimeter fencing at the Tumulus in partnership with City Surveyors and renewal of adjacent memorial benches.	Autumn- Winter 2017	Site Supervisor	H1

Operational Services

Routine Cyclical tasks: January 2017- March 2018

Location / Task	Details of Proposed Work: Jan 2017 - Mar 2018	Timing of work	Who is Responsible	Link to Policy
Equipment maintenance	Ensure non-vehicular powered equipment is maintained to manufacturers' standards, commensurate with use. Ensuring an annual service of all items. Repair equipment based on priority, and	On-going	Fleet and Equipment Maintenance Operative (FEMO)	
	Scheduled service of machinery in accordance with the fleet and transport policy and PUWER	Quarterly, six monthly, annually	FEMO	
	Procure replacement machinery in a structured manner with consideration for Divisional and departmental need	On-going	FEMO	
Fleet maintenance	Service and maintain fleet in adherence to manufacturers' standards, and in accordance with the corporate transport policy. Ensure MOTs and Tax are up to date.	Six monthly	Fleet and Stores Operative	
	Liaise with Insurance team to report accidental damage and progress claims and repairs	As required	Operational Services Supervisor (OSS)	
Stores	Ensure sufficient stores are held to support daily operation of the Division.	On-going	Fleet and Stores Operative	S1 A1
	Perform annual stocktake in March/April and forward report to the finance section.	Mar/April	OSS	S1 A1
Utilising IT and Technical resources	Liaise with IS for technical maintenance and provision of services across the Division, supporting local staff when required.	On-going	OSS	B1
	Lead on provision of IS infrastructure on Heath Extension staff Bothy.	On-going	OSS	B1
	Lead on collection and collation of visitor counts across the Division.	On-going	OSS	P2
H&S	Represent Division on Open Spaces H&S Improvement Group	Quarterly	OSS	A1
	Act as secretary for the Divisional H&S working group. Organising, and taking minutes of meetings	Quarterly	OSS	A1

	Organise and implement the Divisional H&S peer audits	Apr - Sep	OSS	A1
	Collate accident reports and support supervisors and managers with reporting and investigation	On-going	OSS	A1
	Liaise with Insurance Team to investigate and provide evidence relating to third party claims	On-going	OSS	A1
	Provide events H&S support by reviewing RAMS and local procedures	On-going	OSS	A1
Events	Provide events technical and logistic support, temporary structures, lighting, moving display trailers and toilet blocks	Per events diary	Operational Services team	A1
Built Environment	Manage Christmas tree lighting at Golders Hill Park, Parliament Hill and Queen's Park	Dec & Jan	Maintenance Team	H1
	Manage the Divisional permit to work system	On-going	OSS	A1 B1
	Liaise with Surveyors operational team and contractors for delivering projects	On-going	OSS	B1 B7
	Review Corporate Work Plan	Jan-Apr	OSS	B1 B7
	Maintain headline built asset issues log for Division	On-going	OSS	B1 B7

Proposed projects : January 2017- March 2018

Location	Details of Proposed projects - 2017/ Mar 2018	Timing of work	Who is Responsible	Link to Policy
Built Assets	Support Surveyors department review of accommodation	2017 / 18	OSS	B2 B5 B6 A6
	Represent Division on client board to ensure the new BRM is fit for purpose.	2017	OSS	B1 B7 D1
	Assist surveyors department to review and update the built asset list	2017	OSS and Maintenance Team	H3 HY4 D1
	Upgrade and clad remaining waste bins across the Heath – 4 per month	2017	Maintenance Team	B1 P3 D1
	Install bicycle racks at East Heath	Apr 2017	Maintenance Team	B1 A1
	Replace locks on all external gates to Heath and review building locks with the aim to streamline, but maintain security.	June 2017	Maintenance Team	B1
	Change entry code to all automatic gates and barriers across the Division	Apr 2017	OSS	B1
	Investigate changing obsolete remote controls receivers and transmitters on gates and barriers	Sep 2017	OSS	B1
	Add callout code to all intruder and fire alarms and investigate provision of fob activation and deactivation for out of hours callout responders	Apr 2017	OSS	B1 B7

Sustainability	Support energy efficiency projects, and lead on implementation when funding is in place, including conversion of lighting to LEDs, and provision of photo electric power generation.	2017 /18	OSS	A6 B1
	Lead in the reduction of our fleet and equipment, ensuring purchase of replacement equipment which is sustainable and consistent, and Divisional and departmental requirements are implemented.	2017 /18	OSS	A10
Utilising IT and Technical resources	Provide technical support for infrastructure changes to align our provision with education and play strategy, specifically at the Hive	2017 - 18	OSS	E1 B5
	Lead on provision of management information to Leadership team via a management dashboard	Apr 2017	OSS	A1
H&S	Lead on review of all risk assessments and conversion to current corporate format when Departmental generic assessments complete	Jan – July 2017	Maintenance Team	A1
	Procure Fire Risk Assessments for Division	Feb 2017	OSS	A1 B1
	Implement Permit to work system for Division	Jan 2017	OSS	A1