

Mousehold Heath Conservators

Date: **Friday, 21 June 2019**
Time: **14:00**
Venue: **Mancroft room City Hall, St Peters Street, Norwich, NR2 1NH**

Committee members:

Councillor Brociek-Coulton
Councillor Button
Councillor Kendrick
Councillor Lubbock
Councillor Maxwell
Councillor Osborn
Councillor Price
Councillor Sands (M)
Councillor Sands (S)
Clare Cohen, Mousehold Heath Defenders
Matthew Davies, Norwich Fringe Project
John Trevelyan, The Norwich Society

For further information please contact:

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Agenda

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- 1 Appointment of chair**
To appoint the chair for the ensuing civic year.
- 2 Appointment of vice chair**
To appoint the vice chair for the ensuing civic year.
- 3 Apologies**

To receive apologies for absence
- 4 Public questions/petitions**

To receive questions / petitions from the public.

Please note that all questions must be received by the committee officer detailed on the front of the agenda by **10am on Tuesday 18 June 2019**.

Petitions must be received must be received by the committee officer detailed on the front of the agenda by **10am on Thursday 20 June 2019**.

For guidance on submitting public questions or petitions please see appendix 1 of the council's constitution.
- 5 Declarations of interest**

(Please note that it is the responsibility of individual members to declare an interest prior to the item if they arrive late for the meeting)
- 6 Minutes** **5 - 8**
To approve the accuracy of the minutes of the meeting held on 15 March 2019.
- 7 Mousehold Heath Conservators budget - Provisional outturn 2018-19** **9 - 12**
Purpose - To provide a provisional revenue and capital outturn position for the Mousehold Heath Conservators budgets 2018/19.
- 8 Mousehold Heath Conservators annual report 2018-19** **13 - 24**
Purpose - To report on the work carried out on Mousehold Heath on behalf of the Mousehold Conservators for the period 1 April 2018 – 31 March 2019.

9	Mousehold Heath quarterly management update Purpose - To provide a quarterly update on activities on and relating to Mousehold Heath which contribute to the delivery of the management plan objectives.	25 - 30
10	Commons symposium Purpose - To consider the attendance of the chair, vice chair, parks and open spaces manager and wardens at the symposium. (To follow)	
11	Management subgroup 1. To appoint to the management subgroup for the civic year. 2. To agree the meeting dates for the subgroup for the year.	
12*	Exclusion of the public Consideration of exclusion of the public.	
13*	Zaks Restaurant – The Pavilion Mousehold Heath <ul style="list-style-type: none"> This report is not for publication because it would disclose information relating to the financial or business affairs of any particular person (including the authority holding that information) as in para 3 of Schedule 12A to the Local Government Act 1972. 	

Date of publication: **Thursday, 13 June 2019**



Mousehold Heath Conservators

14:00 to 15:15

15 March 2019

Present: Councillors Maxwell (chair), Price (vice chair), Button, Bradford, Brociek-Coulton and Kendrick (to end of item 5, below): and Clare Cohen (Mousehold Heath Defenders), Matthew Davies (Norwich Fringe Project) and John Trevelyan (The Norwich Society)

Apologies: Councillors Lubbock, Peek and Sands (M)

1. Councillor David Bradford

The chair said that this was the last meeting of the Conservators that Councillor Bradford would be attending as a city councillor. He had been a long standing member and former chair of the Mousehold Heath Conservators.

RESOLVED to record the committee's gratitude to Councillor David Bradford for his contribution to the work of the Conservators.

2. Public Questions/Petitions

There were no public questions or petitions.

3. Declarations of interest

There were no declarations of interest.

4. Minutes

RESOLVED to approve the accuracy of the minutes of the meeting held on 18 January 2019.

5. Budget Monitoring Statement April to December 2018

The finance business partner (LGSS) presented the report Q3 budget monitoring report.

The vice chair said that he was pleased with the budget monitoring report. This showed that the budget was under control and was in a good position for the launch of the Mousehold Heath Management Plan 2019-2028. He said that he was also pleased that the council had approved the Conservators' precept at its budget council on 26 February 2019.

During discussion, a member questioned whether the Conservators should receive interest on its capital receipt of £100,766. The finance business partner undertook to liaise with the chief finance officer on the Conservators' behalf. The current

situation was that all receipts were pooled and included in the council's treasury management.

RESOLVED to:

- (1) note the content of the report;
- (2) ask the finance business partner to report back to the committee on the interest from the Conservators' capital receipt.

6. Presentation - Countryside Management Association (CMA)

(The chair agreed to take this item at this point in the meeting rather than at the end of the formal meeting because Councillor Kendrick needed to leave the meeting early.)

Will Stewart, Mousehold Heath warden, gave a presentation on the Countryside Management Association (CMA) and his attendance, as a representative of the CMA at the Portuguese Ranger Conference on Terceira Island, Azores. Attendance at the conference had been paid for by the Portuguese Federation. He was grateful to the council for enabling him to attend the conference, which had increased his confidence and been inspirational.

7. Mousehold Heath Conservators Decision Made Under Delegated Powers for Additional Contractor Days

The parks and open spaces manager presented the report and explained that in accordance with the terms of reference for the sub-group, the director of neighbourhoods, in consultation with the chair and vice chair had approved the sum of £500 for a contractor to continue on site for a further two days.

The chair said that where a contractor was on site and there was agreement that further work was required, it made sense for the contractor to continue on site. She suggested that the subgroup reviewed the terms of reference to increase the sum delegated to the director of neighbourhoods to £1,000. The parks and open spaces manager said that the sub group would discuss the terms of reference and a recommendation would be brought back to this committee for approval.

RESOLVED to note the contents of the report.

8. Mousehold Heath Quarterly Management Update

The parks and open spaces manager presented the report.

During discussion, a member welcomed the path maintenance on the Gilman Road cycle route/footpath and the Cavalry Track.

Members also expressed their gratitude to the volunteers and noted that schools had been involved.

RESOLVED to note the content of the report.

9. Mousehold Heath Management Plan 2019-2028

(Copies of the Mousehold Heath Management Plan Summary 2019-2028 were circulated at the meeting.)

The chair said that she was pleased to see the responses to the consultation which demonstrated the high regard that people held for the Heath.

The parks and open spaces manager presented the report and the consultation responses summary as set out in Appendix 2, pointing out where as a result of the consultation responses, changes had been made to the plan. He pointed out that responses had been anonymous but it was understood that major stakeholders and interested parties had responded to the consultation.

During discussion, members considered the recommended updates to the plan. The parks and open spaces manager said that these were minimal changes to the plan. The Mousehold Heath warden explained the importance of conserving the Elm suckers, using tree poppers, around Zaks. The White-letter Hairstreak insect was a rare insect and its caterpillars, which fed on young leaves, were important for the life cycle of Elm trees that were vulnerable to Dutch Elm disease. This was now the only site in the city where clusters of these rare insects had been found, since the Elm tree in Chapelfield Gardens had blown down. The parks and open spaces manager said that the other new project would map out significant trees to ensure the conservation of these trees recognising that there needed to be more formal management to conserve the natural habitat of the Purple Hairstreak and other rare insects.

A member expressed concern that her request for an easy read version of the public summary had not been pursued. The parks and open spaces manager confirmed that he had received the contact details of Equal Lives but had not yet had the document priced or consideration as to whether it would be meaningful. The suggestion had not been disregarded and would be considered as part of the work programme.

The parks and open spaces manager thanked the two Mousehold Heath wardens, Will Stewart and Nigel Hales, for their knowledge and understanding of the heath which had been an invaluable contribution to the development of the management plan. He also thanked the Conservators for their support and patience in agreeing to slip the project back a year.

RESOLVED to approve the Mousehold Heath Management Full Plan 2019-2028 and the Mousehold Heath Management Plan 209-2028 – public summary plan.

CHAIR

Report to	Mousehold Heath Conservators 21 June 2019	Item
Report of	Chief finance officer (Section 151 Officer)	7
Subject	Mousehold Heath Conservators budget - Provisional outturn 2018/19	

Purpose

To provide a provisional revenue and capital outturn position for the Mousehold Heath Conservators budgets 2018/19.

Recommendation

To note the provisional revenue and capital outturn positions.

Corporate and service priorities

The report helps to meet the corporate priority value for money services

Financial implications

The report states the provisional outturn position for Mousehold Heath Conservators, and the financial implications are discussed within the report.

Ward/s: Crome

Cabinet member: Councillor Kendrick - Resources

Contact officers

Vicki Reynolds (Service accountant)

01603 212493

Background documents

None

Report

1. Conservators approved a budget for financial year 2018/19 of £227,003 at their meeting of 19 January 2018. This equated to a precept of £225,284.
2. The Conservators have requested that budget reports be brought to their meetings on a regular basis. Appendix A details the provisional revenue outturn for Mousehold Heath as at the end of 2018/19, and comparison of the provisional outturn against the annual budget. Explanations for variances are given in paragraph 3 below.
3. The letters preceding the explanation below cross reference with the corresponding letter shown in Appendix A.
 - A. Depreciation and impairment are budgeted for but do not impact on balances, since they are reversed out of the revenue accounts.
4. Overall the budget report shows an underspend of £13,244 against the budget. However, in the calculation of the surplus or deficit attributable to Conservator's balances, the adjustments referred to above need to be applied to the actual expenditure & income of £214,934 incurred, leaving an underspend against the precept of £3,407.
5. The revenue surplus/deficit attributable to Conservators' balances can be summarised as:

Item	2017/18 £
Net Revenue 2018/19	221,877
Less: Precept 2018/19	(225,284)
Surplus 2018/19	3,407

Balances

6. At their meeting of 21 June 2013, the Conservators' opted to take up the council's offer to spread a £28,077 pension deficit charge, incurred as a result of a contractor's failure, over ten years. The Conservators' balance will therefore be reduced by the amount of £2,808 (being the seventh of ten instalments) as well as the addition of the revenue surplus.
7. The impact of the revenue surplus and pension costs on the level of balances is therefore:

Item	2018/19 £
Balance brought forward from 2017/18	(7,960)
Less: Revenue Surplus 2018/19	(3,407)
Less: Pension costs – 6 th of 10 instalments	2,808
Provisional balance c/f to 2019/20	(8,559)

8. This level of balances is above the level of balances anticipated by Conservators when setting the precept for 2018/19 at their meeting of 19th January 2018.
9. Conservators may wish to review the work programme should they wish to reduce spend in the year and contribute to reserves.

Capital

10. The position on capital is as follows, with no spend incurred in 2018/19:

Item	£
Rangers House balance b/f	- £100,766
Balance of receipts c/f	- £100,766

Summary

11. The Conservators' financial position at the end of the 2018/19 financial year is consistent with the financial planning, budgets, and precept for 2018/19.
12. To maintain this position for the current and future financial years, Conservators will need to continue to monitor income and expenditure and ensure that the level of future precepts takes account of the need to maintain a prudent level of reserves, and the impact of the remaining instalments of the pension deficit costs.

			Year: 2018/19		Period: 12 (EOY)	
421020	Mousehold	Heath Conservators	Citywide Services			
Approved	Current		Budget To	Actual To	Variance To	
Budget	Budget		Date	Date	Date	
		EXPENDITURE				
		Employees				
70,257	70,257	1405 Salaries Full Time	70,257	69,839	-418	
9,239	9,239	1406 Salaries Employer PF Contrib'ns	9,239	9,195	-44	
4,614	4,614	1935 Pension Added Years share	4,614	4,669	55	
13,321	13,321	1939 Pension Deficit Recovery share	13,321	12,939	-382	
568	568	1990 Employee/Liability Insurance	568	514	-54	
97,999	97,999	Subtotal Employees	97,999	97,156	-843	
		Premises				
0	0	2090 Day to Day Repairs (ex R100)	0	6,250	6,250	
9,000	9,000	2100 General Repairs & Maintenance	9,000	0	-9,000	
0	0	2303 Energy Performance Certificates	0	330	330	
250	250	2600 Grounds General Mtce & Upkeep	250	2,754	2,504	
74,510	74,510	2651 Grounds Maintenance contract	74,510	74,510	0	
4,380	4,380	2655 Treeworks	4,380	4,380	0	
1,240	1,240	2810 Electricity	1,240	1,305	65	
76	76	2851 Water Charges Metered	76	0	-76	
7,297	7,297	2875 Contract Cleaning	7,297	7,297	0	
25	25	2900 Fire Insurance Buildings/Conts	25	27	2	
96,778	96,778	Subtotal Premises	96,778	96,853	75	
		Transport				
800	800	3080 Car and Cycle Allowances	800	382	-418	
800	800	Subtotal Transport	800	382	-418	
		Supplies & Services				
445	445	3259 Specialist Supplies	445	122	-323	
450	450	3370 Equipment - Purchase	450	497	47	
650	650	3371 Equipment - Repairs/Maintenance	650	646	-4	
550	550	3389 Other Equipment and Tools	550	516	-34	
500	500	3550 Clothing and Uniforms General	500	416	-84	
745	745	3804 Refreshments	745	899	154	
500	500	3815 Staff Conference & Course Fees	500	330	-170	
6,000	6,000	3871 Projects	6,000	4,656	-1,344	
7,110	7,110	4102 Other Contractual Services	7,110	7,350	240	
16,950	16,950	Subtotal Supplies & Services	16,950	15,432	-1,518	
		Capital Financing				
1,719	1,719	5701 Depreciation	1,719	3,774	2,055	
0	0	5702 Impairment (Operational Assets)	0	-10,717	-10,717	
1,719	1,719	Subtotal Capital Financing	1,719	-6,943	-8,662 A	
214,246	214,246	Subtotal EXPENDITURE	214,246	202,880	-11,366	
		INCOME				
		Receipts				
-1,404	-1,404	8123 Football	-1,404	-3,648	-2,244	
0	0	8601 Sponsorship - External Organisation	0	-201	-201	
-15,000	-15,000	9039 Other Rents	-15,000	-15,000	0	
-1,800	-1,800	9132 Catering Concessn Pitch & Putt	-1,800	-1,800	0	
-18,204	-18,204	Subtotal Receipts	-18,204	-20,649	-2,445	
		Government Grants				
-2,204	-2,204	7097 Government Grants: Specific	-2,204	-551	1,653	
-2,204	-2,204	Subtotal Government Grants	-2,204	-551	1,653	
-20,408	-20,408	Subtotal INCOME	-20,408	-21,200	-792	
		INDIRECT				
		Centrally Managed				
0	1,103	P100 Programmed Maint (ES/Prop Grp)	1,103	1,103	0	
0	72	R100 Day to Day Reps (ES/Prop Grp)	72	72	0	
0	1,175	Subtotal Centrally Managed	1,175	1,175	0	
		Recharge Expenditure				
6,272	6,272	4040 CDS IT Services Recharge	6,272	6,176	-96	
640	640	5021 CDS Legal Services Recharge	640	203	-437	
4,600	4,600	5022 CDS HR Services Recharge	4,600	4,131	-469	
667	667	5024 Property Services Recharge	667	1,860	1,193	
6,337	6,337	5026 CDS Finance Services Recharge	6,337	6,297	-40	
7,133	7,133	5044 CDS Management Support	7,133	6,147	-986	
2,429	2,429	5047 CDS Comms + Research Recharge	2,429	2,364	-65	
5,087	5,087	5097 Recharge from AHOs/One Stop Shops	5,087	4,901	-186	
33,165	33,165	Subtotal Recharge Expenditure	33,165	32,079	-1,086	
33,165	34,340	Subtotal INDIRECT	34,340	33,254	-1,086	
227,003	228,178	Total Mousehold Heath Conservators	228,178	214,934	-13,244	
		Adjustments				
		Total Mousehold Heath Conservators		214,934		
		Depreciation		-3,774		
		Impairment		10,717		
		Net Revenue 2018/2019		221,877		
		Precept		-225,284		
		Provisional Position at 31st March 2018		-3,407		

Report to Mousehold Heath conservators
21 June 2019
Report of Parks and open spaces manager
Subject Mousehold Heath Conservators annual report 2018-19

Item

8

Purpose

To report on the work carried out on Mousehold Heath on behalf of the Mousehold Conservators for the period 1 April 2018 – 31 March 2019.

Recommendation

- 1) To note the contents of the report;
- 2) To produce a simplified summary version of the report highlights, in a colour, A3 folded version, including photographs;
- 3) To include information about the heath to raise awareness of its value as an open space and the opportunities it has to offer for residents and visitors;
- 4) To delegate authority to the Parks and open spaces manager to produce the finished version of the summary report with the communications team; and
- 5) To produce a PDF version of the finished summary report for the Norwich City Council website, a hard copy of the document for each member of the committee, and also copies for circulation to local schools.

Corporate and service priorities

The report helps to meet the corporate priority of great neighbourhoods, housing and environment.

Financial implications

Any financial implications arising from this report will have or will be met from approved budgetary provision.

Ward/s: Crome

Cabinet member: Councillor Packer – Health and wellbeing

Contact officer

Simon Meek, parks and open spaces manager 01603 212403

Will Stewart, Mousehold Heath warden 01603 213310

Nigel Hales, Mousehold Heath warden

01603 213310

Background documents

None

Report

Background

1. The report details the work, activities and issues arising on, and relating to, Mousehold Heath during the last civic year.
2. This will be the final annual report in this format, future reports will be based on the new management plan objectives.

Budget

3. Each year the conservators are required to determine and approve the budget for Mousehold Heath, and to make a levy on Norwich City Council.
4. Budget reports are brought to their meetings on a regular basis for monitoring purposes.
5. All financial expenditure was within the budget precept, with a managed underspend in the financial year 2018/19 to contribute to building up the financial reserve held as a contingency for emergency situations.

Infrastructure management

Path maintenance.

6. The network of paths across the heath require cutting back to keep them open and accessible. The frequency of cutting depends on the location and the type of vegetation. This work was done throughout the year by the Wardens and with the help of individual volunteers and volunteer groups
7. Gilman Road cycle route/footpath was flailed to open up access and control overhanging vegetation.
8. Work also continued on maintaining the Cavalry Track by cutting back encroaching vegetation and clearing debris from the adjacent gullies.

Seats and benches

9. Benches on the heath are a mixture of ages and conditions. During the year four benches that had been vandalised were repaired and one was removed. A new bench kindly sponsored by the Mousehold Heath Defenders installed at Oak Avenue.
10. Deep holes around benches which could have potentially been trip hazards were filled.
11. Completion of the replacement of a number of sections of wooden hand rails, along with two hardwood posts and boarding on the fire exit stairs, has been undertaken on the Pavilion.

Bollards and gates

12. Bollards across the site are used to prevent unauthorised vehicle access. Damaged bollards were replaced at St James Hill and Britannia Road car park.
13. To secure the vehicle access gate at Hill Farm Track, the supporting post housing the hasp and staple, was strengthened by re setting the concrete footing.
14. Due to high usage, one of the cycle stands at the Pitch and Putt car park was repaired by securing the loose metal cross member and re setting the wooden upright post.
15. All vehicle access gates were fitted with new, No Parking emergency access required at all times, signs fitted, along with the no parking fire access sign at the lane leading up to the pavilion.

Changing rooms

16. Annual programmed electrical and maintenance testing along with routine maintenance of the shower and lighting equipment at the changing rooms was completed.
17. A loose hand rail was also repaired.

Pavilion

18. Emergency repairs were required at the pavilion as a result of the roof leaking into the premises.
19. A condition survey was also commissioned from NPS Norwich of the pavilion and the public toilets to ascertain approximate repair liabilities arising over the next 20 years. This will enable the Conservators to develop a proactive plan for maintenance of the premises, rather than reactive which will enable improved financial planning and more efficient use of resources.
20. The report will be used during the first year of the plan to inform a programme of capital and revenue repairs to be undertaken over the coming years to be considered by the Conservators.
21. As a result of the leaking a roof a meeting was held with the tenants, the conservators and representatives from NPS Norwich. Matters relating to the tenancy and clarity around responsibilities were discussed and steps taken to provide clarification with a revised site plan and variations to the lease to be made and agreed at a future date.
22. All parties found the meeting useful and positive and agreed that developing working together further would be beneficial to them and also the heath.
23. Two Newell posts were replaced and repairs undertaken to secure a riser and tread on the stairwell at the right hand side of the pavilion along with the wooden hand rail on the slope leading up to the pavilion.

Toilets

24. Works at the toilet block were to repair a leaking tap and the removal of a wasps nest.

Car parks

25. Annual car parks maintenance works were undertaken at the Pitch and Putt and Britannia Road public car parks. The car parks are made up of loose fill material which is then compacted. Use by vehicles, heavy rain and frost result in pot holing. The nature of the surface deters vehicles from driving around at high speed but does require annual maintenance.

26. Two Disable parking only signs were replaced at Britannia Road public car park.

27. Due to vehicle encroachment, eighteen existing wooden bollards needed to be re set in concrete and seven new bollards installed at Britannia Road public car park.

Tree safety

28. Tree safety inspections of all well used paths, tracks and car parks, was carried out by the Mousehold wardens on a six monthly basis. An additional survey of all public roads and car parks was also carried out by a Norwich City Council arboricultural officer. The surveys identified 87 dead, dying or dangerous trees, windblown trees and branches adjacent to or blocking paths which require remedial work or removal.

29. Through observations during patrols and following ad hoc reports from members of the community, 20 mainly wind-blown trees had work done to open paths and make branches safe.

30. The majority of the tree work was undertaken by the Mousehold wardens or the wardens in conjunction with volunteers if appropriate. Specialist tree work and an out of hours service for emergencies was delivered by NorwichNorse Environmental.

Management for nature

31. A range of habitat and site management tasks have been carried out by the wardens, volunteers and contractors, to help deliver the management plan objectives relating to habitats. These are detailed in relevant sections below.

Woodland management

32. Work to maintain paths and clear windblown branches, through a section of woodland adjacent to Gilman Road and the Long Valley continued. This work has been carried out to reduce anti-social behaviour and increase community access to a formally impenetrable area, with the aim of improving biodiversity and creating a more diverse environment for fauna and flora to become established.

33. Mustard Pond Glade was cut using brushcutters, rakes and pitch forks to remove old vegetation, to increase the amount of light to encourage wildflower regrowth.

34. Encroaching bracken and scrub was also cut back in other woodland glades to encourage a diversity of plants to grow.

Heathland and Grassland management

35. Lowland heathland is a scarce and threatened habitat and only a sixth of the heathland that was present in England in 1800 now remains. This unique habitat houses all six of our native reptiles, fifty percent of which can be found on Mousehold, including Grass Snake, Slow Worm and Common Lizard.
36. Britain still has 20 per cent of the world's total area of heathland and this makes it important to conserve the existing heathland areas and look for opportunities to extend them.
37. In 2012, Norwich City Council secured - on behalf of the conservators – grant funding from Natural England's Higher Level Stewardship Scheme (HLS), which provides funding to support heathland management work on the heath to restore and conserve areas of heathland and acid grassland over a 10 year period.
38. Removal of encroaching trees, scrub and bracken from existing heathland area's has been carried out, these works are usually undertaken by volunteers, to fulfil the requirements with the HLS agreement. The works also include humus stripping and the use of a cut and collect machine to control nutrient enrichment of soil, in line with management plan objectives.
39. The year had a particularly hot summer and fire proved problematic with over 35 fires breaking out on the heath during the summer period.
40. There were large gorse fires adjacent to the Vinegar Pond. Areas of old and leggy burnt gorse has been cut back, to aid natural regeneration and reduce the visual impact of the burnt material has been cut back and fire breaks created.
41. Following the fires an opportunity was taken to humus strip the burnt areas (almost one hectare in total), to create bare ground to assist with the regeneration of heather. This work helps meet the objectives of the HLS agreement. The removal of the humus layer will also help reduce fire size and risk in future dry years.
42. Encroaching scrub and bracken has been cut back in the HLS areas and removed to conserve heathland and grassland habitats. If the cutting back was not done encroaching vegetation would rapidly out-compete and smother important heathland and grassland plant species.
43. The acid grassland at the Anthills area has been cut with a brushcutter and the arisings removed, to reduce nutrient status and benefit specialist acid grassland plants.
44. A Natural England officer undertook a site visit with the Mousehold wardens, to monitor the progress of the Mousehold Heath HLS Agreement 2012 – 2022. He was pleased with the progress of the project to date, especially the success of the humus stripping, and suggested that the heath could be eligible for another similar Environmental Stewardship agreement in 2022.
45. A 'tree popper' tool for removing saplings has been trialled. The tool has been used to pull up invasive birch saplings. Sapling regrowth will be counted to see how effective

the tool has been and this will help inform a decision on future investment in more tools and their use.

Surveys

Butterflies

46. Two Butterfly Conservation, Butterfly Conservation Butterfly Monitoring Scheme (BMS) transects were surveyed by the wardens, on a weekly basis, between April and October.
47. The BMS is the largest and longest running biological survey in the world (established in 1976). Data is collected from over 1,200 sites in the UK, with 29 sites surveyed in Norfolk.
48. There were 606 butterflies recorded during the survey on the Western side of Gurney Road in 2018 increase of 132 compared with the previous. On the Eastern side transect, a total of 702 butterflies were recorded, an increase of 174 compared with the previous year
49. Both surveys are showing an upward trend in butterfly numbers in the last 15 and 5 years respectively. This is contrary to the county and national trends which are declining. These upward trends on the Mousehold Heath transects suggests that conservation management work to restore early successional habitats, such as heathland, woodland glade and acid grassland, are having a positive effect on butterfly biodiversity.

Moths

50. Six public moth survey evenings, along with ad hoc surveys have been completed during the year. Over 100 moths were recorded during the surveys, including 17 species new to the site (up from 12 last year) bringing the site list up to 251 species. Many colourful and characteristic heathland and woodland species were recorded during the surveys, including an impressive Angle shades and an attractive Ruby tiger.

Birds

51. A Common Bird Census (CBC) survey was carried out by the wardens with the help of volunteers. 31 species of bird were recorded as having breeding territories based on the CBC methodology.
52. Two welcome newcomers to the survey were Common buzzard and Tawney owl which were recorded on the Community Dawn Chorus Survey Walk. There was a general increase in territories during the 2018 nesting season, with Blackbirds, Blackcaps, Long tailed tits, Goldcrests and House sparrows, having a particularly good year. Willow Warblers weren't recorded on the survey (although they were seen in good numbers on the western side of the heath) for the first time, which may have been due to early summer fires in their traditional nesting areas along the transect route.

Bats

53. A new Bat Conservation Trust, National Bat Monitoring Programme (NBMP), Field Survey was organised and undertaken by the Mousehold wardens, with the help of volunteers, on two evenings in July. The national survey involves the walking of a set transect route, surveying for Common and Soprano Pipistrelle and Noctule Bat species, at 11 designated survey points. 49 Common and Soprano pipistrelle passes were recorded, indicating a number of bats inhabiting the site.
54. A team from the Ecological Consultancy and a Mousehold warden checked and repaired the sites 40 bat boxes which are now 8 years old. Some of the boxes are rotting and there are plans to replace them next year. One bat box was found to be regularly being used by bats. The team, consisting of members with bat handling licence's, used the day as an end of year team building exercise.

Plants

55. A monthly plant survey on St James' Hill was carried out by members of the Mousehold Heath Defenders and wardens .
56. Two further monthly surveys in the New pond/Hawthorn glade area and the Desert wildflower area have been carried out by members of the Mousehold Heath Defenders, recording a wide variety of nectar providing wild flowers.

Bumblebees

57. A monthly Bumblebee Conservation Trust bee walk survey was carried out by the Mousehold wardens, with the help of members of the Defenders, on St James Hill. The transect survey recorded a number of bee species, including Early bumblebee, Buff-tailed bumblebee, White-tailed bumblebee, Red-tailed bumblebee, Tree bumble bee and Common carder bee. The abundance of bee species recoded suggests that habitat management work, such as opening up the Cavalry Track and clearing scrub from St James Hill, to conserve grassland, is having a positive effect.

Damselflies and dragonflies

58. A good number of species have been recorded such as Large red, Common blue, Azure damselflies, along with the Broad-bodied chaser, Red darter and Emperor Dragonflies, with over 100 Migrant hawkers recorded feeding over heathland vegetation in August. Norfolk hawk, which is a nationally threatened and scarce British Red Data Book species, was recorded for the fourth year in succession.

Volunteers

59. Volunteers play an important role in looking after the heath. The contribution they make is invaluable and enables much more to be delivered than would be possible with the budget available.
60. Volunteer involvement also provides an opportunity for the community to become involved with the management of the heath, to increase their understanding of the projects being undertaken, the importance of the heath and to engender a sense of ownership and pride in the space.
61. A total of 5089 volunteer work hours have been contributed to the management of the site in the last year by 20 groups and many individual volunteers. The groups were:

The Conservation Volunteers (TCV)
 The Assist Trust.
 Mousehold Heath Defenders
 Mousehold Heath Mousketeers
 City College Duke of Edinburgh Award Scheme group
 George White School students
 Norwich High School for Girls
 DEVELOP
 Talent Match Employment Group
 Lion Wood School
 Magdalen Gates School students
 8th Norwich Sea Scouts
 Geological Society of Norfolk
 RBS Corporate Group
 Natwest Corporate Group
 Aviva Corporate Group
 17th Sprowston Scout group
 The Ecological Consultancy
 Ethical Investments Corporate Group
 East Coast College group

62. Following a number of damaging fires, the community rallied with many groups and individuals involved with cutting and clearing unsightly burnt gorse stems. Over 90 Students and staff from Norwich High School for Girls spent two Community Environmental Action days clearing burnt vegetation, in hot challenging conditions, to allow regrowth to flourish.
63. The opportunity to work closely with the Friends of Ketts Heights and share equipment and skills across both sides of Ketts Hill was also explored. Subsequently, two joint work parties, supervised by a Mousehold warden, have taken place to conserve and increase biodiversity on Spitalfields open space and improve access to St James Hill. This was viewed as success and will continue in the future.

Events

64. There has been a range of events to increase understanding, involvement and enjoyment of the site that have been organised or hosted on the heath. Events were organised by the Mousehold wardens, Norwich City Council Events team or the Mousehold Heath Defenders and supported by specialist when required.
65. Well in excess of the 1500 recorded people attended. All events were free with places being booked through the tourist information centre.
66. The events covered a range of activities including:
- Moth evenings
 - Dawn chorus walk
 - History walk as part of the Norfolk Heritage Open Day programme
 - Wildlife walk
 - Fungi walk
 - Site management walk
 - Butterfly walk and workshop

Bird identification and ecology workshop
Three brass band concerts were held during the summer
The Mousehold Heath Defenders organised an Armistice ceremony on Armistice Day and an event to mark the winter solstice.
Norwich School cross country running event starting and finishing at Gilman Road Open Space.

Education

67. Local School and Cub groups were heavily involved in environmental play and Environmental education activities..
68. An Environmental Activity Day, involving students from, Mousehold Avenue infants, Parkside, Charles Darwin, Lion Wood, Magdalen Gates and George White School, was held with over 400 pupils participating. The wardens organised and led environmental education activities which included insect identification by sweep netting on the wildflower meadow and surveying species hidden under logs in woodland.
69. ROOTS environmental education activities - reconnect with Nature – took place on the second Sunday in the month which involved young people's stay and play wildlife activities. For children aged 3-11 years organised by Norwich City Council Events and overseen by the wardens.
70. Forest schools ran one session a week on the heath (depending on the weather) with approximately 15-20 pupils on each one.
71. The Mousehold wardens have led 6 guided walks for East Coast College students with seven students attending each walk.

Litter management

72. Litter was picked on a daily basis by NorwichNorse Environmental throughout the year. A member of the Mousehold Defenders also carried out weekly litter picks on a voluntary basis.
73. A number of areas that had previously being used for camping were cleared and the rubbish removed by the wardens.

Misuse and antisocial behaviour

Camping

74. This year saw an increase in the number of people camping on the heath. In total The Mousehold wardens increased the frequency of patrols during the cold to locate homeless people.
75. In total the wardens dealt with 26 people camping on the heath. Six of these claimed to be homeless.

76. The wardens verbally advised people about camping on the heath and it being against the bylaws and they were advised to leave. If the camper claimed to be homeless, the Norwich City Council homeless and rough sleeper coordinator was contacted so that they could make contact with the individuals with regards to potential temporary accommodation.

Fires

77. Due to the extremely hot and long dry summer period, over thirty fires occurred within the open heathland areas across the site, mostly affecting large stands of gorse and small areas of heather.
78. The majority of the fires appeared to have been lit deliberately. The wardens undertook targeted patrols in specific areas, at specific times of the day, working closely with local police officers. Local schools were approached to explain to them seriousness of the act and the impact this has on wildlife, the environment and potentially human life.
79. The Fire Brigade were at times called back to fires that had re-ignited due to spreading underground through a layer of dead organic matter/humus layer build up.
80. A warden met with the watch manager from Sprowston fire station about fire related issues on the heath and to provide keys for access. The warden discussed the current management and proposed future management for the heathland areas including humus stripping and the creation of fire breaks, which were viewed as positive in terms of reducing humus build and creating fire breaks.

Vehicles

81. The Mousehold wardens worked with Norfolk Police and Norwich City Council area management officers, to remove a burnt-out van off the heath and to repair, damaged bollards and clear up paint spillage at Britannia Road car park.
82. Three motorcyclists have been spoken to and asked to leave the site by the Mousehold Wardens. If they persisted in breaking the byelaws, the police were contacted and asked to speak to the participants and deal with the incident.

BMX

83. BMX cycling has been a problem previously and there have been problems this year both on the heath and also just off it at Heathgate.
84. BMX cyclists found on the site were spoken to by the Mousehold wardens when seen during patrols and whilst working on the heath.
85. Generally individuals listened to the advice, acknowledged what they were asked to do and left. On one occasion two people refused to acknowledge that they understood what they were being asked to do and the reasons why, and then rode off.
86. If people did remain and continue the activity the police would be contacted and asked to speak to the participants and deal with the incident.

87. In an effort to deter the activity a number of BMX jumps have been taken down and the hollows filled in.

Report to Mousehold Heath Conservators
21 June 2019
Report of Parks and open spaces manager
Subject Mousehold Heath quarterly management update

Item

9

Purpose

To provide a quarterly update on activities on and relating to Mousehold Heath which contribute to the delivery of the management plan objectives.

Recommendation

To note the content of the report.

Corporate and service priorities

The report helps to meet the corporate priority great neighbourhoods, housing and environment.

Financial implications

Any financial implications arising from this report will have or will be met from approved budgetary provision.

Ward/s: Catton Grove and Crome

Contact officer

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Background documents

None

Report

Background

1. The report details the work, activities and issues arising on, and relating to, Mousehold Heath.

Infrastructure management

2. Two vandalised benches were removed and new benches installed by the Mousehold wardens and a City College DofE group, in line with the management plan objectives project specification ME02 01. One is adjacent to the Vinegar Pond and the other on the Desert wildflower area.
3. A bench sponsored by the Mousehold Heath Defenders, was installed at the top of Oak Avenue by a Warden and a member of the Defenders.
4. A vandalised bench along the Nature Trail leading down to the Long Valley has been repaired and re installed by the wardens.
5. Three bollards which had been pulled out of the ground adjacent to Britannia Road Car Park have been reinstalled by a Warden assisted by a TCV volunteer.

Tree safety

6. The second six monthly tree safety survey was completed by the Wardens, identifying fourteen trees in need of works carried out for public health and safety across the site.
7. Eight windblown, dead, dying and/or dangerous trees and branches have been made safe and removed by the Wardens with the help of volunteers.

Management for nature

8. A range of habitat and site management tasks have been carried out by the wardens, volunteers and contractors, to help deliver the management plan objectives relating to habitats. These are detailed in relevant sections in the report.

Woodland management

9. Work to maintain access to a section of woodland adjacent to Gilman Road by clearing dead and overgrown vegetation has continued. This work has been carried out to increase community access to a formally impenetrable area, with the aim of improving biodiversity and creating a more diverse environment for fauna and flora to become established.
10. Encroaching bracken and scrub has been cut back from paths in other woodland glades.

Heathland and Grassland management

11. The Spring months are always the quietest time for practical conservation tasks, allowing birds to nest without disturbance and vegetation to bloom. The emphasis

switches to recording and monitoring biodiversity, which helps to assess current and guide future management;

- Monthly plant surveys have been carried out by the Mousehold Heath Defenders in the Mustard Pond Glade and on St James Hill. Both surveys recorded a record number of species this April!
- Two, Weekly Butterfly Monitoring Scheme (BMS) transect surveys have taken place on the Eastern and Western side of the heath.
- A monthly Bumblebee Conservation Trust transect survey has been undertaken by a Warden and member of the Mousehold Defenders.
- Eight of the ten Common Bird Census (CBC) transect surveys have been completed by a Warden with the help of volunteers, including a Dawn Chorus Walk survey on 06.05.19., to mark International Dawn Chorus Day.

12. In short sward open areas, the tree poppers have been used to pull up birch saplings which rapidly out-compete heather and grassland species. Other practical tasks focusing on path maintenance

13. A volunteer has undertaken a Tree popper trial, using the tool to pull invasive birch saplings. Sapling regrowth will be counted over the next few months to see how effective the tool has been, to inform a decision on future use.

14. A Natural England Officer undertook a site visit with the Mousehold wardens, to monitor the progress of the Mousehold Heath HLS Agreement 2012 – 2022. He was pleased with the progress of the project to date, especially the success of the humus stripping, and suggested that the heath could be eligible for another similar Environmental Stewardship agreement in 2022.

Path maintenance.

15. Work has continued to cut back encroaching vegetation on paths and maintaining the Cavalry Track by cutting back encroaching vegetation and clearing debris from the adjacent gullies.

16. The Earth Heritage Trail Interest Points have been maintained by a joint Geological Society of London and Norwich work party, led by the Mousehold wardens on 01.06.19.

Litter management

17. Two areas used for camping have been cleared and rubbish removed by the wardens. Assistance was provided by the NorwichNorse Environmental litter picker, as part of his daily work.

18. The Mousehold Heath Mousketeers volunteer group cleared large amounts of rubbish from the Beech Drive area during a litter pick.

19. Due to our resident litter picker taking leave a problem occurred regarding his cover, over a four week period only two weeks of his position were covered, the rest of the

time volunteer help was called upon to keep the heath clean, only the litter bins were emptied within the two week period of no cover, some were overlooked and overflowing.

20. The regular litter picker was on leave and the cover was off work ill.
21. The matter has been raised at the contract managers' meeting by the parks and open spaces manager and the matter has now been resolved. NorwichNorse Environmental have been asked to provide weekly rota details to the wardens along with contact numbers. Another member of staff has also been trained to provide cover.
22. There may be occasions when illness results in a reduced service but Norwich Norse have been asked to notify the wardens of any issues in advance and to agree priority locations if there is a minimal service being delivered.
23. A minimal service should only occur in exceptional circumstances.

Misuse and antisocial behaviour

24. Due to an increase in public usage over the School holiday period, a number of groups and individuals riding mountain bikes and building jumps have been spoken to by the Wardens whilst on patrols and whilst working on the heath.

All individuals listened to the advice given and moved on, with all jumps levelled and filled.

25. Two campers, who were not homeless were moved on - one sleeping in a car at Hill Farm track was helped regarding re homing through our Single Homeless - Rough Sleeper coordinator.
26. On Monday, 22 April, around 07:00 hrs, a body was found by a member of the public, adjacent to the Wingfield Open Space, this situation was swiftly dealt with by the police and the body removed from site by midmorning. There were no suspicious circumstances

Volunteers

27. A total of 627 volunteer work hours have been undertaken on site in the last quarter by the following groups:
 - The Conservation Volunteers (TCV)
 - The Assist Trust
 - Mousehold Heath Defenders
 - Mousehold Heath Mousketeers
 - City College Duke of Edinburgh Award (DofE) Scheme group
 - NatWest Bank Corporate Group
 - George White School students
 - Norwich High School for Girls
 - Many volunteers from the community

28. Ongoing support provided by the volunteer groups has provided an opportunity for the community to become involved with the management of the heath, to increase their understanding of the projects being undertaken, the importance of the heath and to engender a sense of ownership and pride in the space.

Events

29. A range of events to increase understanding, involvement and enjoyment of the site have been organised or hosted on the heath in the last quarter:

- Forest schools from Mousehold Avenue run one session a week (depending on the weather) with approximately 15-20 pupils on each one.
- Partnership working between Zaks, the children's charity EACH and the Mousehold wardens resulted in an Easter Egg Hunt on Good Friday, attended by over 25 people.
- Eight environmental education activities have taken place organised through our events team and run by Roots to encourage children and adults to reconnect with the natural world through play and outdoor experiences. The activities undertaken include, birthday parties (including woodland adventure), stay and play sessions, adult fitness and wellbeing and children's clubs, spoon carving and yoga.
- The first moth evening was held on 17th April, with five people in attendance. It was a very cold night for the time of year. A total of 12 moths were recorded including 2 new species for the site. The second survey evening was on 30th May, recording 18 species and 2 new for the site, bringing the total of species recorded on Mousehold Heath, in the last 11 years, up to 255. Six people attended the event.
- The first of our Community Wildlife Workshops took place on Thursday 11th April, covering an introduction to moths, led by a local expert and Mousehold Heath Warden. Five people attended the event, viewing a number of moth, butterfly and other wildlife species.
- On Bank Holiday Monday 6 May, a Dawn Chorus Survey Walk, which included a Common Bird Census (CBC) survey, was led by a Mousehold Heath warden. Three members of the community joined the walk at 4.15am, on the chilly morning, to mark International Dawn Chorus Day – a celebration of nature. A number of notable bird's species were recorded, including Common Buzzard, Green and Greater Spotted Woodpecker, Tree Creeper and Chiffchaff.

