



NORWICH
City Council

Mousehold Heath Conservators

Date: **Friday, 17 June 2022**
Time: **14:00**
Venue: **Mancroft room City Hall, St Peters Street, Norwich, NR2 1NH**

Committee members:

Councillor Brociek-Coulton
Councillor Champion
Councillor Galvin
Councillor Kendrick
Councillor Kidman
Councillor Lubbock
Councillor Peek
Councillor Sands (M)
Councillor Schmierer
Clare Cohen, Mousehold Heath
Defenders
Matthew Davies, Norwich Fringe Project
John Trevelyan, The Norwich Society

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Agenda

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1	Appointment of chair To appoint a chair for the ensuing civic year.	
2	Appointment of vice chair To appoint a 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 which have been submitted in accordance with 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 To agree the accuracy of the minutes of the meeting held on 18 March 2022.	5 - 8
7	Appointments to the management subgroup The management sub group comprises the chair and vice chair with three further members to be appointed at this meeting.	
8	Mousehold Heath Conservators annual report 2021-22 Purpose - To agree the recommendations as set out in the report.	9 - 28
9	Quarter one management update Purpose - To note the quarter one management update.	29 - 40
10	Public toilet refurbishment at Gurney Road car park	41 - 48

Purpose - To review public toilet provision at Gurney Road car park.

11	Implementation of the programme of roofing works	49 - 56
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Purpose - To implement a programme of roofing works.

12	Itinerant meeting date	57 - 62
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Purpose - To agree a date for an itinerant meeting.

Date of publication: **Thursday, 09 June 2022**



Mousehold Heath Conservators

14:00 to 15:05

18 March 2022

Present: Councillors Maxwell (chair), Sands (M) (vice-chair), Brociek-Coulton, Champion, Galvin, Kendrick, Lubbock and Sands (S) and John Trevelyan (Norwich Society)

Apologies: Councillor Button and Clare Cohen (Mousehold Heath Defenders) and Matthew Davies (Norwich Fringe Project)

1. Public Questions/Petitions

There were no public questions or petitions.

2. Declarations of interests

There were no declarations of interest.

3. Minutes

RESOLVED to approve the accuracy of the minutes of the meeting held on 21 January 2022.

4. Mousehold Heath Budget Monitoring to 31 January 2022

The service account presented the report and highlighted the forecast underspend of £9,891 for the year 2021/22.

RESOLVED to note the current budget monitoring and reserves positions.

5. Norwich City Services Limited first year update (oral presentation)

The managing director and operations director of Norwich City Services Limited (NCSL) gave a presentation aided by slides, which are attached at appendix A of the minutes.

The chair asked whether the arrangement for delivery of works would remain the same. The operations director confirmed that nothing would change in regards to delivery and payment of services, but the company's aim would be to work more closely with Norwich City Council.

In response to a member's question the managing director confirmed that NCSL were working closely with the council on the Biodiversity Strategy and would be supporting that strategy through their work.

A member queried where the new electric vehicles would be able to recharge during the day. In response the operations director said that the electric vehicles would be fully charged overnight as there were not sufficient charging points throughout the city. The electric charging points were added as part of the build of the Hurricane Way depot and, as part of the building maintenance service being transferred to NCSL the company would be investigating how to add further charging points at the depot.

The chair asked whether a report could be brought to the committee detailing how the budget had been used to pay for the services performed by NCSL.

RESOLVED to

- 1) note the update; and
- 2) ask the operations director (NCSL) to bring a report to a future committee detailing payments for services undertaken by NCSL.

6. Designated area for concessionary trading at Britannia Road car park

The chair presented the report and highlighted the reasons for designating and closing off a part of the car park for a concessionary stand which was to ensure that neighbours would not be disturbed by the noise of the concession stand and to prevent antisocial behaviour arising from cars.

A member queried what the hours of operation would be and in response the Mousehold Heath warden stated that the concession stand was currently operating between 7:30am and 2pm.

A member asked whether the trading could lead to increased antisocial behaviour. The chair said that any antisocial behaviour usually occurred during the night or evening which would be after the concession had stopped trading for the afternoon.

A member highlighted that currently the concession stand was unable to trade at full capacity as due to health and safety the trader was unable to use their fryers as the car park was not level. In response the Mousehold Heath warden confirmed that through the installation of the lockable bollards part of the car park would be levelled for the concession stand to start using its fryers.

In response to a member's question the Mousehold Heath warden said that additional bike racks and bins could be discussed at the next meeting of the management subgroup. He also said that the material used to level the area would be the same as the car park.

The chair commented that concession stands were well liked and attracted visitors to the Heath.

A member queried whether there was a Concession Policy and whether one was needed for future concessions. The chair said that there currently was no policy in

place. The committee had been looking at drafting a policy, but this work had been delayed due to Covid-19. The Mousehold Heath warden highlighted that any concession stand licences were and would continue to be determined by the Conservators.

RESOLVED to approve the proposed works as outlined in the report.

7. Public toilet provision at Gurney Road car park

The chair presented the report and highlighted the options discussed in the report.

A member highlighted that it would be beneficial to look at making sure that the toilet provision on the Heath could be a Changing Places toilet. This would mean that facilities were provided for disabled people with limited mobility who required more specialised help with using the bathroom.

In response to a member's query the Mousehold Heath warden clarified that they were looking at how a composting toilet could work in practice on the Heath. Another member commented that there were a range of composting toilets already in use throughout Norwich, for example at the Marlpit Community Centre, and these examples could be used as a basis for the toilets on the Heath.

Members felt they were unable to make a decision on the toilet provision until a number of queries were addressed, these included the cost of each of the options highlighted in the report, what the current status of the building would be and what the cost of demolishing the building would be. Members also wanted clarity on whether the building would be sufficient to provide a Changing Places toilet facility. The warden stated that the costings for each option had been delayed due to the transfer of property services into the council which would occur on 1 April 2022, after this date the wardens would be able to discuss the options with property services to provide members with the suggested costs of the works.

RESOLVED to:

- 1) defer the decision on this item until the next meeting of the Mousehold Heath Conservators committee; and
- 2) ask the open spaces manager to report to the committee on the cost of all options considered, the current status of the building so that the highlighted queries could be addressed, and any demolition costs.

8. Mousehold Heath management update 15 January 2022 to 28 February 2022

The chair presented the report.

A member commented that the number of volunteer hours was a testament to the hard work of the Mousehold Heath wardens and that they should be thanked for facilitating volunteers to help on the Heath.

In response to a member's query the warden said that the hope was that the Heath would qualify for the Natural England Countryside Stewardship Programme and that they would continue to liaise with Natural England to progress this.

RESOLVED to note the Mousehold Heath management update 15 January 2022 to 28 February 2022

9. Exclusion of the public

RESOLVED to exclude the public from the meeting during consideration of item *10 (below) on the grounds contained in the relevant paragraphs of Schedule 12A of the Local Government Act 1972 (as amended).

***10. Pavilion roof works (para 3)**

The chair presented the report.

Members discussed the content of the report and asked questions.

RESOLVED to approve the expenditure as outlined at paragraph 7 of the report.

11. Vote of thanks to the chair

Councillor Mike Sands proposed, and Councillor Sue Sands seconded, a vote of thanks to the chair for her work chairing the committee and her work in relation to protecting and improving Mousehold Heath.

CHAIR



Committee Name: Mousehold Heath Conservators

Committee Date: 17/06/2022

Report Title: Mousehold Heath Conservators annual report 2021-22

Portfolio: Councillor Giles, Cabinet member for community wellbeing-

Report from: Head of environment services

Wards: Catton Grove and Crome

OPEN PUBLIC ITEM

Purpose

To report on the work carried out on Mousehold Heath on behalf of the Mousehold Conservators for the period 1 April 2021 – 31 March 2022.

Recommendation:

It is recommended that

- 1) Conservators note the content of the report.
- 2) A simplified summary of the report highlights, is published on the Mousehold Heath web page.
- 3) Promotion of the heath continues in order to raise awareness of its value as an open space and the opportunities it has to offer for residents and visitors.
- 4) Authority is delegated to the Parks and open spaces manager to produce the finished version of the summary report with the communications team.

Policy Framework

The Council has five corporate priorities, which are:

- People live independently and well in a diverse and safe city.
- Norwich is a sustainable and healthy city.
- Norwich has the infrastructure and housing it needs to be a successful city.
- The city has an inclusive economy in which residents have equal opportunity to flourish.
- Norwich City Council is in good shape to serve the city.

This report meets the sustainable and healthy city corporate priority

This report addresses Deliver a Capital Investment Programme in our parks that

will improve visitor experience, maintain our heritage assets and improve community cohesion. strategic action in the Corporate Plan

The report helps to meet the Mousehold Heath management plan objective(s):

A: To ensure Mousehold Heath is a welcoming place for people to visit.

Report Details

1. Mousehold Heath is a unique area made up of 88 hectares (184 acre) of woodland, heathland and recreational open space within Norwich. Mousehold has played an important part in the history of Norwich and it is a designated Local Nature Reserve. It is important both for its wildlife and as a place where people can improve their health by exercising and unwind from the pace of city life.
2. In Tudor times, Mousehold Heath stretched as far north as South Walsham and was 22 miles round. The surviving remnant of the heath was given to Norwich City Council (then known as the local corporation) by the Dean and Chapter, to look after on behalf of the citizens of Norwich.
3. This was officially recorded in 1884 by Parliament in an agreement called the Mousehold Heath Confirmation Act and a body called the Mousehold Heath Conservators was formed to govern the heath. The Mousehold Conservators is comprised of city councilors, representatives of professional bodies and members of the public and meets four times a year, to oversee the management and protection of Mousehold Heath.
4. The Conservators also prepare an annual report which provides an overview of the work of the Conservators, any changes to the heath or new biological records and an opportunity to look forward and reflect on changes, opportunities and issues that the heath faces. The report also highlights the level of voluntary activity as well as the numbers of events, walks and surveys undertaken.
5. The report also highlights how the community are involved with Mousehold Heath; through active involvement in its management and attending events and guided walks and talks, to find out more about their local open space.

The work of the Mousehold Conservators

6. The management of Mousehold Heath is guided by the Management Plan 2019 -28. This seeks to balance the important ecological value of Mousehold with an equally important recreational site within an urban area.
7. The challenge is to balance these important and at times conflicting objectives.
8. The Conservators agree an annual work programme and budget in January each year for the following financial year and monitor the implementation of this plan at its meetings.
9. The management plan and further details of the work of the Mousehold Conservators can be found on the Norwich City Council website.

https://www.norwich.gov.uk/download/downloads/id/5043/mousehold_heath_management_plan.pdf

Priority A: To ensure Mousehold Heath is a welcoming place for people to visit.

AF00/01 PREPARE ANNUAL BUDGET

10. The Mousehold Heath revenue budget for 2021/22 was £235,471, with £100,766 capital held in reserves.

AI00/01 GREEN FLAG AWARD APPLICATION

11. The Mousehold Heath Conservators applied and submitted a Green Flag application for 2021/22.
The application was a successful one and to celebrate the achievement, a six-meter flagpole was installed on the Fountain Ground sports pitch, flying the new flag awarded for this year. There was also an information sign installed on the chain link fence adjacent to the historical interpretation panel, in recognition of the award for public awareness and information.
12. Sites need to apply for a Green Flag award, which are judged annually, ensuring the standards required are still meeting the criteria to receive an award.

Priority B: To protect Mousehold Heath and ensure that it is a safe and secure place to visit.

AI30/02 TREE SAFETY INSPECTION

13. Following the two, six monthly tree safety inspections (September and March), forty-two dead, dying and dangerous trees and branches were identified as requiring works to manage tree safety risk and made safe accordingly. Most of the works were completed by the Mousehold wardens, with additional specialised tree works being ordered through the council's arboricultural team and carried out by Norwich City Services Ltd (NCSL).
14. An additional seventeen dead, dying, dangerous and windblown trees and branches, spotted during patrols and reported by members of the community, have been made safe and cleared by the Mousehold wardens.
15. Trees encroaching on to Gurney Road have been managed by the NCSL Arboricultural team, following a survey by a NCC Arboricultural Officer.
16. Severe high winds during Storm Dudley and Eunice resulted in a further thirty-one windblown trees and large branches needing to be cleared from paths and/or made safe by the Mousehold wardens.

AT40/01 CONTRACT MONITORING/IMPROVEMENT NCSL

17. Damaged litter bins are repaired, replaced and maintained by Norwich City Services Limited (NCSL) on a like for like basis. On three occasions, damaged bins have been replaced with black plastic outer covers instead of green ones. This has now been resolved, with all outer plastic covers on all litter bins across the heath now green.

MI60/03 FOOTBALL PITCH PROVISION

18. A full-sized football pitch is available for hire at the Fountain Ground, Gurney Road, including changing rooms, showers and toilets.
19. No football bookings were taken for this financial year as the goal posts were stolen from the storage location our contractor uses. The situation has now been resolved for this forthcoming season 2022-23, so bookings should return to normal.
20. A sink hole appeared on the Fountain Ground sports pitch and the area was made safe immediately by cording off with Heras fencing. A survey was carried out by our contractor Norse by their senior Civil Engineer. The outcome was that due to adverse weather conditions, heavy rain fall contributed to the collapse. The hole was infilled with concrete and sub soil, with turf re-instated on the top to finish off the landscaping of the area. The area was fenced off for a few weeks for public health and safety reasons.

MI60/04 FOOTBALL BOOKINGS MANAGEMENT

21. This facility can be booked via Norwich City Services Ltd on 01603 987922 or email ncslsportsbookings@norwich.gov.uk

MP00/01 SITE PRESENCE

22. A number of complaints have been received regarding cyclists jumping over the hard surface of the public cycle route/footpath at Valley Drive. Wardens have increased their presence and patrolled this area at peak times on weekends and evenings, advising cyclists of the risk to the public and that they should not be cycling dangerously on the heath. A site visit was included on the itinerant meeting held on 3rd September. A decision was made to monitor the situation and re visit if needed. Activity has greatly reduced in recent months with BMXers using other sites.
23. Nine campers have been informed of the Bylaws restricting camping and overnight stays; at Beech Drive, the area adjacent to the Pitch and Putt course, the area adjacent to the Rangers House and central parts of the heath.

24. A camper was asked to put out a fire, in dry weather, in woodland near the Vinegar Pond by a Mousehold warden.

RH35/01 ILLEGAL ACTIVITIES CRIME

25. The wardens worked with the council's homeless/rough sleeper coordinator for support to be provided to rough sleepers (camping or sleeping in vehicles) on the heath. This included site visits, resulting in temporary accommodation being found until a more permanent arrangement could be made.
26. A number of BMX jumps were dismantled and holes filled in by the wardens, adjacent to Valley Drive and central parts of the heath. The wardens used the principle of engage, inform, and advise when speaking to people.
27. The Mousehold wardens liaised with police officers regarding anti-social behaviour and also a search for a lost, vulnerable adult.
28. There has been a recent increase in anti social behaviour resulting in six wooden bollards pulled up around the perimeter of Britannia Road car park, a no overnight parking sign removed from its fixing and a bench uprooted adjacent to the Mottram Memorial. This was reported to the police through the crime reporting process with the reply that the local beat manager has been made aware of these issues. Unfortunately, from the information we currently have, there are no lines of enquiry which would be proportionate for us to pursue and so this investigation has be closed. If any further information comes to light, please contact us.
29. A Mousehold warden was contacted by Norfolk police and spent the day brush-cutting and clearing vegetation with a police search team, close to where a body was found on St James Hill.
30. The Mousehold wardens liaised with police officers regarding anti-social behaviour in the woodland adjacent to Gilman Road.

Objective C: To ensure that Mousehold Heath is clean and well maintained.

ME01/01 GATES, FENCING AND BARRIERS

31. Six sections of old metal rail spiked topped fencing was removed from Hill Farm Track public car park for public health and safety due to its decayed condition.
32. A repair was undertaken to secure the hasp and staple to the wooden access gate to Beech Drive.

ME01/02 BOLLARDS

33. Seven wooden bollards have been replaced around the perimeter of Britannia Road car park due to decay, and one at the entrance to Gilman Road from Mousehold Avenue entrance.
34. Six wooden bollards were replaced in the pavilion car park due to decay and being damaged by vehicles.
35. Six wooden bollards were renewed along the all-access pathway adjacent to Britannia Road to upgrade old decaying ones.

ME02/01 BENCH AND SEAT PROVISION

36. Following the removal of graffiti, five benches have been painted with wood preserver by the Mousehold wardens.
37. Two, old rotten benches have been replaced by a City College student group working with a Mousehold warden.

ME04/01 LITTER PICKING

38. NCSL litter picked the whole site five days a week Monday to Friday with just the car parks being litter picked on a weekend.
39. Due to the increase in visitor numbers since the lockdown, additional litter picks have been carried out by Mousehold volunteers and wardens.
40. Litter was removed from three camp sites and areas where vegetation has been cleared by our NCSL contractor and Mousehold wardens.

ME04/02 LITTER BINS

41. Three black litter bin outer plastic covers have been replaced with green ones to ensure consistency across the site at the Wingfield Open Space, Mousehold Lane, The fountain ground Sports Pitch, Gurney Road and Hill Farm Track public car park Gilman Road.
42. Graffiti was removed from five litter bins located at Hill Farm track, the Fountain Ground, behind the bandstand, the Wingfield open space and Gilman Road, as part of the grounds maintenance contract provided by NCSL.
43. Four litter bin outer plastic covers were replaced due to fire damage. The locations were, the pathway leading to the Pitch and Putt course, the Wingfield Open Space, the Bandstand and the top of Hill Farm Track.

ME04/03 FLY TIPPING

44. Fly tipping items were removed from Hill Farm Track, Pitch and Putt car parks and Britannia Road Slip Road. Items included garden waste and

building materials. Items found are removed and disposed of by NCSL's EPA crew.

45. Seven cubic metres of fly-tipping and litter were removed from an area adjacent to the back gardens of Lavengro Road and surrounding area by a Mousehold wardens and a volunteer, making it safer for Forest School activities to take place in the area.

ME06/01 FINGER POSTS AND WAYMARKERS

46. The Nature Trail and Earth Heritage trail posts and discs have been maintained and any rotten or vandalised ones replaced.

ME12/01 REMOVE GRAFFITI

47. Graffiti has been removed from nine benches, two emergency vehicle access signs, a waymark trail post, ten wooden bollards across the site, the historical interpretation panel, the bandstand, Zaks sign post, two lamp posts along Valley Drive cycle route, three cycle route signs along Gilman Road and the notice board at the Pitch and Putt car park. The works were reported through the City Council online reporting form with most of the removal works undertaken by the Mousehold wardens.

ME12/04 CHANGING ROOMS

48. The meeting room at the Fountain Ground changing room has been broken into with the interior door damaged beyond repair. This was reported to the police and a crime scene officer undertook an inspection of the room, involving the removal of items and fingerprint recovery, this is still being investigated.
49. A recommendation from the police was to supply and install new locks to the outside doors for higher levels of security, this has been completed with the inner door replaced.

ME41/01 MAIN PATHS

50. Nine paths have been cut to allow easy access across Gilman Road Open Space and the Desert Wildflower meadow by a Mousehold warden. This has made the area accessible, whilst conserving biodiversity through providing nectar for pollinators in uncut areas, which receive a conservation cut later in the summer.
51. Over 25 paths have been maintained by brush cutting, pruning saw and raking cut vegetation, including Mustard Pond Glade, Gilman Rd copse, in front of the Pavilion; St William's Chapel and along transect survey routes, by the wardens with the help of volunteers, to allow access to, and across the site.
52. Scrub partially blocking the 'access path for all' and other paths on St James Hill have been cut back to improve access to the Mottram Memorial and historic city views.

53. Wooden dam boards and posts were used to support an eroding footpath by a Mousehold warden with help from a City College DofE group.
54. Gilman Road, Gurney Road, Mousehold Lane and Britannia Road paths and cycle routes have been flailed maintaining open access.

ME41/03 CYCLEWAYS

55. Gilman Road and Gurney Road cycle route verges have been flailed to improve access.

ME44/02 CAR PARK SURFACING

56. The Pitch and Putt public car park, Gurney Road and Britannia Road public car park have had maintenance works carried out, including surface re grading works and the levelling and the filling in of pot-holes.

ML00/03 CONCESSION BRITANNIA ROAD

57. Sunset Café terminated their license with us, the expiry date was 16th September 2021.
58. A new concession holder for Britannia Road public car park started trading at the beginning of February, offering a selection of traditional food, cold and hot drinks. Food will be varied to coincide with the seasons some vegetarian and vegan options alongside the traditional ones, the aim is to offer a wide variety of both English/ Chinese street food at different times of the year.

Priority E: To improve habitats and the natural environment for wildlife to enhance the biodiversity of Mousehold Heath

Heathland and Grassland management

59. Lowland heathland is a scarce and threatened habitat and only a sixth of the heathland that was present in England in 1800 now remains.
60. However, 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.
61. The Government UK Biodiversity Action Plan for Lowland Heathland includes targets for establishing more lowland heathland to provide space for wildlife and open access to members of the community.
62. Similar declines have been seen in unimproved acid grassland habitat. Both of these habitats can be found at Mousehold and provide a home to a high number of notable, characteristic, declining and threatened species.

63. Heather is an important nectar source for many insects, such as bees, butterflies and hoverflies. A survey of solitary bee and wasps found a number of scarce and threatened species on heather and bare ground, inhabiting the heath.
64. One of the management objectives is to address the reduction of open heathland and acid grassland across the site, which has occurred over the last 40 years. Of the total area of 88 hectares, only roughly 11 hectares of Mousehold is covered by heathland.
65. Butterflies, such as small copper and green hairstreak, and a number of moth species, such as true lover's knott, heath rustic and beautiful yellow underwing, are associated with heathland habitats, and were recorded on the heath this year.

HL40/06 NATURAL ENGLAND HIGHER LEVEL STEWARDSHIP (HLS) AGREEMENT

66. A grant of £30,600 was awarded to be paid in equal annual payments until the year 2022/23. HLS funding has enabled the conservators to access specialist contractors to achieve their objective of improving the quantity and quality of heathland, a nationally important habitat.
67. The funding has been used to restore heathland and acid grassland, by removing scrub, mowing with a tractor-mounted Rytex mower, grinding stumps, and stripping humus to control nutrient enrichment of soil, in line with management plan objectives. This has resulted in existing heathland areas being enlarged and linked up.
68. Habitat improvements carried out during 2021-22 involved the removal of encroaching trees, scrub, bracken and leggy gorse from existing heathland areas. These works were undertaken by volunteers and the Mousehold wardens, who supervised the works, in compliance with the HLS agreement.
69. In short sward open areas, tree poppers were used to pull up birch saplings, which rapidly out-compete and shade-out heather and grassland species.
70. Future management will increasingly move from heathland restoration to maintenance as areas in the agreement are restored.
71. The HLS agreement was due to come to an end in November 2022. However, with a new Countryside Stewardship Scheme currently being implemented, Natural England has extended the existing Mousehold agreement until October 2023.
72. The council sent an expression of interest to Natural England to be involved in a pilot of the new scheme.

MH12/01 MAINTAIN ACID GRASSLAND

73. The Anthill and Wildflower Meadows had an annual autumn conservation cut which was completed by volunteers and the wardens.

74. All arisings were removed from site, minimising nutrient enrichment of the soil. These management techniques provide and maintain acidic soil conditions required by specialist grasses and wildflowers found on the heath.
75. The conservation of Anthills is ensured through sympathetic management techniques, such as using a cord trimmer and carefully raking around the large ant hill habitats.

MH39/01: BRACKEN REMOVAL

76. Large areas of bracken were cut, pulled, raked and removed from heathland, grassland and woodland glade habitats by volunteers and the wardens. This summer task is crucial to conserving nectar rich heather and grassland species and complying with the Mousehold Heath's, Natural England, HLS Agreement.

MH39//03 COMMON GORSE REMOVAL

77. Invasive common gorse has been cut and removed from heathland areas, to conserve heather, western gorse and other dwarf shrub species.

Woodland management

78. Mousehold today is largely covered in secondary woodland and scrub, consisting mainly of oak and birch, with some rowan and sycamore. These are species which readily invade open areas.

MH00/01 COPPICING

79. Woodland areas were managed through a number of techniques to diversify and enhance habitat and increase biodiversity, through ride creation, coppicing, and pollarding.
80. 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.

MH03/01 NATURAL REGENERATION

81. Natural woodland regeneration is encouraged, rather than the planting of new trees, which ensures the trees within the woodland are of local provenance, minimising the spread of pests and disease.

MH04/01 GLADE MANAGEMENT, MAINTENANCE

82. Grassland habitat in the Wildlife/Mustard Pond glade has been conserved by cutting and raking encroaching vegetation, such as invasive bracken and bramble.

MH08 DEAD AND DECAYING WOOD

83. Dead and dying trees were retained where safe to do so, to encourage a diverse structure to woodland and to ensure that there is a supply of dead and decaying wood for those specialist species which require it. Trees identified as posing an unacceptable level of safety risk were removed. Where appropriate dead wood removed is left on site as a habitat. Cut branches and other vegetation in the woodland is left in piles to provide wildlife habitats.

MH31/01 SCRUB AND TREE REMOVAL

84. Invasive scrub and birch trees have been cut and removed within the heathland habitat area.

Aquatic habitats

MH60/01 Vinegar Pond and MH60/02 Mustard Pond

85. The Vinegar and Mustard Ponds are the only source of water on the heath. These habitats were monitored and floating debris, such as branches and litter removed. Reed sweet-grass and yellow flag iris are invasive plants which had been unofficially introduced to the Vinegar Pond. These plants were removed by the wardens.
86. Since the installation of a bentonite clay linings in December 2011 (Vinegar Pond) and November 2012 (Mustard Pond), water levels have remained high, even during prolonged periods of dry weather, providing an ideal environment for spawning common frogs and other aquatic biodiversity.
87. These conditions have also resulted in common newts inhabiting the ponds, along with a wide variety of damselfly and dragonfly species.
88. The ponds have also served as an important place for birds and mammals to bathe and drink.

Birds.

RA12/01 COMMON BIRD CENSUS

89. A Common Bird Census (CBC) survey was carried out by the wardens in the Spring, following a transect route between Gurney Road car park and St James Hill. 33 species of bird were recorded (singing and/or calling), with many having breeding territories based on the British Trust for Ornithology (BTO), CBC methodology.

Reptiles and Amphibians.

RA26/01 REPTILES SPECIES LIST

90. Common lizards were recorded in good numbers throughout spring and summer months, with many seen basking in recently restored open heathland and grassland habitats.
91. Frogs had a productive year with many adults being seen in March and frog spawn and tadpoles in the Vinegar and Mustard Pond. Common Newts have been spotted in both ponds.
92. There were ad hoc sightings of both slow worm and grass snake at various locations across the site.

Butterflies.

RA42/01 BUTTERFLY CONSERVATION SURVEY

93. The BMS is the largest and longest running biological survey in the country (established in 1976). Data is collected from over 1,200 sites in the UK, with 31 sites surveyed in Norfolk.
94. Butterflies are uniquely placed among British terrestrial insects and other invertebrate groups to act as indicators of the state of the environment. The results of the surveys are used by the national government to assess the impacts of climate change and the progress of governmental policy initiatives such as the UK Biodiversity Action Plan and Higher Level Stewardship (HLS) schemes.
95. Not only are butterflies biologically suitable as indicator species, having rapid lifestyles and, in many cases, high sensitivity to environmental conditions, but the recording and monitoring volunteer and datasets built up by Butterfly Conservation and the Centre for Ecology and Hydrology, enable accurate assessment of their trends.
96. Two, weekly BMS transect surveys have been undertaken by the wardens, often joined by volunteers. On the Mousehold Heath West survey, monthly counts recorded 472 individual butterflies. This is compared to 627 estimated in 2020.
97. Several local and characteristic species were recorded, such as Green Hairstreak, Brown Argus, Small Copper and Purple Hairstreak.
98. On the Mousehold Heath East transect, an estimated 520 were recorded compared to 615 in 2020.
99. This slight drop in numbers in 2021 could be explained by a cool spring and an unsettled summer in Norfolk.
100. When taking into consideration that butterfly numbers have been declining nationally over recent years, it is encouraging that the butterfly population trend line on both Mousehold BMS transects (see trend line graphs below) - when taking into account annual weather fluctuations and national population changes - are increasing.

101. An upward trend could suggest that the restoration and conservation of early-successional habitat, such as heathland, woodland glades and grassland, through bracken control and scrub clearing, is having a positive impact.



Dragonflies.

RA56/01 DRAGONFLY SPECIES LIST

102. A good number of dragonfly and damselfly species have been recorded, such as Norfolk Hawker, Red Darter, Southern Hawker and Emperor dragonflies, with over 50 Migrant Hawkers being recorded feeding over

heathland vegetation at one time. Many species are seen near the ponds during the Spring/Summer months.

103. Norfolk Hawker, which is a nationally threatened and scarce Red Data book species, was recorded for the fifth year in succession. It's nearest breeding site is Thorpe Marshes so they are presumably flying up to the heath to feed on the abundance of insects in open habitats.

Bumblebees.

RA82/01 ST JAMES' HILL BUMBLEBEE SURVEY

104. Monthly, Bumblebee Conservation Trust, BeeWalk surveys, have been undertaken by the wardens with the help of a member of the Mousehold Heath Defenders. A total of 96 (51 in 2020) bees, including Buff-tailed, Red tailed, White tailed, Common Carder, Tree and Early bumblebee species (often feeding on bramble), along with Honey bee and Hairy-footed flower bee (feeding on White-dead nettle), were recorded, along the transect route on St. James Hill.

Bats.

RA92/01 NATIONAL BAT MONITORING PROGRAMME SURVEY

105. Two, National Bat Monitoring Project (NBMP), Bat Conservation Trust Field Surveys were completed in July by the wardens assisted by volunteers, using a bat detector. A total of 48 Common pipistrelle passes (66 in 2020), 3 Soprano pipistrelle (39 in 2020), 10 Noctule passes (2 in 2020), 5 unidentified pipistrelle agg., were recorded during the transect survey, starting 20 minutes after sunset. This annual national survey was started on the heath in 2018. Bat population trend line analysis will help assess bat species and abundance on the site in future years.

Plants.

RF22/02 MUSTARD POND SURVEY

106. A monthly flowering plant survey has been undertaken in Mustard Pond Glade, by members of the Mousehold Heath Defenders, recording many beautiful and nectar-rich species. Two new species were added to the area list, which stands at 86 flowering plant species.

RF22/03 ST JAMES' HILL SURVEY

107. A warden and a member of the Mousehold Heath Defenders carried out a monthly flower survey, identifying a number of new flowering plant species and bringing the total number up to 133 species in the last 11 years.

Objective F: To safeguard the historic landscape, archaeological features and buildings of Mousehold Heath.

MC03/01 ST WILLIAMS CHAPEL – VEGETATION REMOVAL

108. Invasive bracken and bramble has been cut and removed from chapel paths, banks and viewpoints by The Conservation Volunteers (TCV), Mousehold Mousketeers and the Mousehold wardens so that views of the chapel could be viewed from the interpretation board.

MC81/03 CAVALRY TRACK

109. Under the supervision of a warden, volunteers have cleared vegetation, leaves and other dead vegetation to keep the track open and accessible.

Objective G: To provide opportunities for local communities to be involved in all aspect of our work.

AT50/01 VOLUNTEERS GENERAL

110. A total of 3532 volunteer work hours (923 hours in 2020/21) were contributed, in the last year, by the following groups:

- The Conservation Volunteers (TCV)
- The Assist Trust (based at the Lazar House)
- Mousehold Heath Defenders
- Mousehold Heath Mousketeers
- Natwest, Natural England, Open Reach, Crown Commercial and Aviva Corporate Groups
- GoodGym Norwich
- Norwich High School For Girls
- City College DofE group
- Geological Society of Norfolk work party
- Individual volunteers from the community

111. Since July 2008, there has been over 50,000 volunteer hours safely undertaken on the site. Volunteering 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.

Objective H: To promote Mousehold Heath to increase awareness,

knowledge, understanding and a sense of pride.

MI60/01 EVENTS

- 112. Two, Heritage Open Day (HOD) walks (Geodiversity and History) took place on 17th and 19th September, joint led by a local geologist, historians and the Mousehold wardens. Both walks were fully booked and a big success.
- 113. Three Community Wildlife Workshops took place this year, covering an 'Introduction to Moths' on May 18th, an 'Introduction to Butterflies' on July 26th and an 'Introduction to winter birds' on December 10th, led by a local expert and Mousehold Heath warden.

RC30/01 HISTORIC LANDSCAPE

- 114. Local historians, involved with the research and restoration of the WW2 RAF/USAF Air Base at Newman Road, Rackheath, have been researching war activity on the heath with a Mousehold warden.

RH31/01 FOREST SCHOOLS

- 115. Two ROOTS environmental education and play activities took place organised through Norwich City Council Events Team.
- 116. Three Enchanted Wood Forest School, play and environmental activities including one birthday party, took place, organised through Norwich City Council Events Team.
- 117. Three Tribe environmental play activities took place, organised through Norwich City Council Events Team liaising with the Mousehold wardens.
- 118. All these activities increase involvement, understanding and enjoyment of nature and the heath for young people.
- 119. A fourth Forest School environmental education activity group - facilitated by the Mousehold wardens and City Council Events Team – has started on the heath. The new group from 'Action For Children Norfolk ECFS, City and Eaton Early Childhood and Family Service', who work alongside Norfolk County Council, are delighted to have found such a large, accessible natural area in the city for their activities.

WASTES AND STRAYS PROJECT: URBAN COMMONS FUTURES

- 120. Following the Wastes and Strays conference, in Brighton, in 2019 which was attended by two members of the Mousehold Heath Conservators and a Mousehold warden, the conservators agreed to be part of the Wastes and Strays project and support project activities.
- 121. The Urban Commons Futures is the third phase of the wider Wastes and Strays project, celebrating the rich social, cultural and ecological value of the urban common.

122. In collaboration with the four cities, the plan is to explore and record on the ground, experiences of urban commons and to co-create visions for their possible futures. The stories, traditions and unique habitats will culminate in the production of a series of exhibitions, performances and artworks.
123. Following a site visit to the heath by Wastes and Strays project officers Siobhan O'Neill and Alessandro Zambelli, in May 2021, the project officers have involved community groups in a creative dialogue and activities, around how they use the heath and alternative futures for urban commons in general.
124. The activities have been resourced by the Urban Commons Futures project with the wardens overseeing the delivery of activities on the heath.
125. The resource requirement and the potential impact on their work was discussed with the wardens and they have found capacity to support and advise the project whilst also ensuring that activities are appropriate and will not damage the heath.
126. The interdisciplinary Wastes and Strays research project is coming to an end on 30 June 2022. The pandemic intervened to prevent some planned visits to Norwich, but most of the interviews and work has been completed online.
127. The project is concluding with several public events to bring its work to as wide an audience as possible. There will be an interactive exhibition at the Frere Road Community Centre, Norwich on 7th June. The exhibition will showcase the project's historical research on the urban commons and explore themes of locality and identity through testimony from contemporary users and user groups. There will be a poetry workshop; and participatory creative activities for both children and adults focussed to exploring the meaning and value of Mousehold Heath as a community 'green space'. There will also be short talks by the research team explaining the outcomes of the research.
128. Further information about the project can be found here:
129. [Wastes and Strays | Wastes and Strays | Newcastle University \(ncl.ac.uk\)](https://wastesandstrays.com/)

Consultation

130. None

Implications

Financial and Resources

Any decision to reduce or increase resources or alternatively increase income must be made within the context of the council's stated priorities, as set out in its Corporate Plan and Budget.

131. There are no proposals in this report that would reduce or increase resources at this time

Legal

None

Statutory Considerations

Consideration	Details of any implications and proposed measures to address:
Equality and Diversity	None
Health, Social and Economic Impact	None
Crime and Disorder	The Mousehold Wardens will continue to work with Norfolk Constabulary to ensure that the Heath is a safe place to visit
Children and Adults Safeguarding	Safeguarding is a priority for the Mousehold Wardens, and they will continue to signpost vulnerable individuals to the services that they require
Environmental Impact	The Mousehold Wardens will continue to improve habitats and the natural environment for wildlife to enhance the biodiversity of Mousehold Heath.

Risk Management

132. There are no risks associated with this report

Other Options Considered

133. There have been no other options considered.

Reasons for the decision/recommendation

134. The annual report provides the service and the Conservators with an opportunity to review the success of the activities that have been completed in the previous year and plan accordingly for the following year

Appendices: None

Contact Officer: Head of Environment Services

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Committee Name: Mousehold Heath Conservators

Committee Date: 17/06/2022

Report Title: Quarter one management update

Portfolio: Councillor Giles, Cabinet member for community wellbeing

Report from: Head of environment services

Wards: Catton Grove and Crome

OPEN PUBLIC ITEM

Purpose

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

Recommendation:

It is recommended that the Conservators note the contents of the report

Policy Framework

The Council has five corporate priorities, which are:

- People live independently and well in a diverse and safe city.
- Norwich is a sustainable and healthy city.
- Norwich has the infrastructure and housing it needs to be a successful city.
- The city has an inclusive economy in which residents have equal opportunity to flourish.
- Norwich City Council is in good shape to serve the city.

This report meets the sustainable and healthy city corporate priority

This report addresses Deliver a Capital Investment Programme in our parks that will improve visitor experience, maintain our heritage assets and improve community cohesion. strategic action in the Corporate Plan

The report helps to meet the Mousehold Heath management plan objective(s):

A: To ensure Mousehold Heath is a welcoming place for people to visit.

Report Details

1. The report details the work, activities and issues arising on, and relating to the delivery of the Mousehold Heath management plan objectives.
2. The objectives are:
 - A) To ensure Mousehold Heath is a welcoming place for people to visit.
 - B) To protect Mousehold Heath and ensure that it is a safe and secure place to visit.
 - C) To ensure that Mousehold Heath is clean and well maintained.
 - D) To manage Mousehold Heath in a way that has a positive impact on the environment.
 - E) To improve habitats and the natural environment for wildlife to enhance the biodiversity of Mousehold Heath.
 - F) To safeguard the historic landscape, archaeological features and buildings of Mousehold Heath.
 - G) To provide opportunities for local communities to be involved in all aspect of our work.
 - H) To promote Mousehold Heath to increase awareness, knowledge, understanding and a sense of pride.

Objective A: To ensure Mousehold Heath is a welcoming place for people to visit.

AI30/02 TREE SAFETY INSPECTION

1. Following the six monthly tree safety inspection at the end of March 2022, along all main paths, 24 dead, dying, dangerous trees and branches were identified. If resulting works were required, these works will be undertaken and trees made safe between April and the end of June, by the Mousehold wardens.
2. Three potentially dangerous dying trees - adjacent to the Ring Road and Hill Farm Track - were reported by the Mousehold wardens to the council's Arboricultural Officers. An order was raised and work carried by members of the Norwich City Services Ltd (NCSL) tree team.
3. In addition to the tree survey, three more windblown/dead trees or branches, identified by the wardens on patrol, or members of the community, adjacent to main pathways, were completed.

ML00/03 CONCESSION

4. The concession holder at Britannia Road has forwarded a number of concerns regarding his trading position restricting his ability to provide a service to the public. Following a decision at the March Conservators meeting, a meeting took place between Norwich City Council civil engineers and Mousehold wardens, with car park remedial works expecting to take place shortly.

5. A new concession located on the Pitch and Putt public car park, Gurney Road started trading on April 16th selling hot and cold drinks with an annual rental charge of £1,800.00 per annum.

Objective B: To protect Mousehold Heath and ensure that it is a safe and secure place to visit.

AR01/05 SEAT AND BENCH SPONSORSHIP SCHEME

6. The dedication of Ian Kents memorial bench, located adjacent to the Wingfield Open Space, was undertaken on Thursday 19th May, with his family and friends. Ian was a dedicated member of the Mousehold Heath Defenders for many years, attending many work parties, events, surveys and guided walks and was regularly seen on the heath walking his dog Frodo.

ML60/01 NORFOLK CONSTABULARY

7. The Mousehold wardens liaised with police officers regarding anti-social behaviour.
8. The public notice/Information board was stolen in early May located on the Pitch and Putt public car park, Gurney Road. This was reported to the police by the Mousehold wardens, a replacement board is being looked into.

MP00/01 SITE PRESENCE

9. Increased patrols were undertaken due to the exceptionally dry conditions. A group of teenagers were asked to put out a campfire on a dry part of the heathland by a Mousehold warden.
10. A motor cyclist riding on St James Hill has been informed that he was breaking the Bylaws and asked to leave the natural area.
11. Two campers have been informed of the Bylaws and asked to leave the site.

Objective C: To ensure that Mousehold Heath is clean and well maintained.

ME04/01 LITTER PICKING

12. Mousehold wardens have worked with a NCSL litter picker to clear areas of litter left by campers.
13. Assist Trust volunteers have carried out a number of litter picks in the Gilman Road area.

ME04/02 LITTER BINS

14. Graffiti was removed from three litter bins located at Gilman Road, Gurney Road and the Wingfield open space, as part of the grounds maintenance contract provided by NCSL.
15. A number of litter bins have been burnt out across the site. The wardens have been liaising with a Parks and Open Spaces Officer to install replacement metal bins.

ME04/03 FLY TIPPING

16. A number of fly tipping items were removed from Hill Farm Track, Pitch and Putt car parks and other parts of the heath, including garden waste and building materials. Items found are removed and disposed of by NCSL's EPA crew.

ME06/01 FINGER POSTS AND WAYMAKERS

17. Two, vandalised Earth Heritage Trail way-marker discs have been replaced by the Mousehold wardens.

ME12/01 REMOVE GRAFFITI

18. Four separate incidents of graffiti were removed from bollards and cycle route signs along Gilman Road and the notice board at the Pitch and Putt car park.

Objective E: To improve habitats and the natural environment for wildlife to enhance the biodiversity of Mousehold Heath.

MH31/01 SCRUB AND TREE REMOVAL

19. Birch saplings have been pulled up in open, low growing heathland areas, using tree poppers, by wardens and volunteers.

RA12/01 COMMON BIRD CENSUS

20. Weekly bird surveys have been undertaken by the Mousehold wardens with support from volunteers.

RA42/01 BUTTERFLY CONSERVATION SURVEY

21. Two, weekly, Butterfly Conservation, Butterfly Monitoring Scheme transect surveys have carried out by the Mousehold wardens joined by volunteers.

RA44/01 MOTH TRAPPING SURVEY

22. A community moth survey evening took place on 2nd May, with 17 species of moth identified and released. Of these, there were six new species bringing the site list up to 270 species.

RA82/01 ST JAMES' HILL BUMBLEBEE SURVEY

23. Monthly Bumblebee Conservation Trust, BeeWalk transect surveys have undertaken by a Mousehold warden.

RA92/01 NATIONAL BAT MONITORING PROGRAMME

24. NBMP Bat Transect Field Surveys are planned for July

RF22/01 MUSTARD POND GLADE FLOWER SURVEY

25. Member of the Mousehold Heath Defenders have carried out monthly flowering plant surveys, recording 32 species in May.

RF22/02 ST JAMES' HILL SURVEY

26. A member of the Mousehold Heath Defenders and a Mousehold warden have undertaken a monthly plant survey on St James Hill. A new species for the site called Miner's Lettuce was recorded in April, increasing the St James Hill cumulative survey list to 133 species.

Objective G: To provide opportunities for local communities to be involved in all aspect of our work.

AT50/01 VOLUNTEERS GENERAL

27. 173 community volunteer hours have been completed between 01.04.22 – 01.06.22, by the following groups;

- Mousehold Heath Defenders
- Mousehold Heath Mousketeers
- Assist Trust
- Many individual volunteers from the community

Objective H: To promote Mousehold Heath to increase awareness, knowledge, understanding and a sense of pride.

RC30/01 HISTORIC LANDSCAPE

28. Local historians, involved with the research and restoration of the WW2 RAF/USAF Air Base at Newman Road, Rackheath, have been researching war activity on the heath with a Mousehold warden.

MI60/01 EVENTS

29. One ROOTS environmental education and play activity session, for young people, organised through Norwich City Council Events Team, has taken place on the heath.

30. Four Enchanted Woods Forest School environmental activity groups have taken place increasing knowledge, interest and enjoyment of nature for young people.

31. One Tribe gathering event has taken place providing environmental play and education activities organised through the Events Team.

32. On Monday 2nd May, the first community moth survey evening took place, with 17 species of moth identified and released. Of these, there were six new species bringing the site list up to 270 species. Three people attended the late evening survey.

33. A Community Wildlife Workshop, focusing on moths and other insects, was led by a local expert and a Mousehold warden, taking place on Tuesday 3rd May. Six people attended.

34. On Thursday 6th May, in connection with International Dawn Chorus Day, a dawn chorus Common Bird Census Breeding Bird survey was undertaken, starting at 4.15am and finishing at 6.15am. The transect survey was led by a Mousehold warden and was followed by breakfast on the heath. Seven people attended the 'celebration of nature's daily miracle', on their doorstep.
35. A Forest bathing event run by the Nest Project discussing relaxation was organised through our Events Team and took place on Friday 6th May.

MI60/02 GUIDED WALKS PROGRAMME

36. The Mousehold Guided Walks and Surveys Programme 2022 (see Appendix 1), has been put together by the wardens, inviting members of the community to learn more about, and enjoy, the sites biodiversity and natural features. The walks and wildlife surveys are advertised on local community neighbourhood boards and Norwich City Council website.

WASTES AND STRAYS PROJECT: URBAN COMMONS FUTURES

37. Following the Wastes and Strays conference, in Brighton, in 2019, which was attended by two members of the Mousehold Heath Conservators and a Mousehold warden, the conservators agreed to be part of the Wastes and Strays project and support project activities.
38. The Urban Commons Futures is the third phase of the wider Wastes and Strays project, celebrating the rich social, cultural and ecological value of the urban common.
39. In collaboration with the four cities, the plan was to explore and record on the ground, experiences of urban commons and to co-create visions for their possible futures. The stories, traditions and unique habitats will culminate in the production of a series of exhibitions, performances and artworks.
40. Following a site visit to the heath by Wastes and Strays project officers Siobhan O'Neill and Alessandro Zambelli, in May 2021, the project officers have involved community groups in a creative dialogue and activities, around how they use the heath and alternative futures for urban commons in general.
41. The activities have been resourced by the Urban Commons Futures project with the wardens overseeing the delivery of activities on the heath.
42. The resource requirement and the potential impact on their work was discussed with the wardens and they have found the capacity to support and advise the project whilst also ensuring that activities are appropriate and will not damage the heath.

43. The interdisciplinary Wastes and Strays research project is coming to an end on 30 June 2022. The pandemic intervened to prevent some planned visits to Norwich, but most of the interviews and work has been completed online.
44. The project is concluding with several public events to bring its work to as wide an audience as possible. **There will be an interactive exhibition at the Frere Road Community Centre, Norwich, on 7th June, between 12 – 8pm.** The exhibition will showcase the project's historical research on the urban commons and explore themes of locality and identity through testimony from contemporary users and user groups. There will be a poetry workshop; and participatory creative activities for both children and adults focussed to exploring the meaning and value of Mousehold Heath as a community 'green space'. There will also be short talks by the research team explaining the outcomes of the research.
45. Further information about the project can be found here:

[Wastes and Strays | Wastes and Strays | Newcastle University \(ncl.ac.uk\)](https://www.newcastle.ac.uk/research/wastes-and-strays)

Consultation

46. None

Implications

Financial and Resources

Any decision to reduce or increase resources or alternatively increase income must be made within the context of the council's stated priorities, as set out in its Corporate Plan and Budget.

47. There are no proposals in this report that would reduce or increase resources at this time

Legal

None

Statutory Considerations

Consideration	Details of any implications and proposed measures to address:
Equality and Diversity	None
Health, Social and Economic Impact	None

Consideration	Details of any implications and proposed measures to address:
Crime and Disorder	The Mousehold Wardens will continue to work with Norfolk Constabulary to ensure that the Heath is a safe place to visit
Children and Adults Safeguarding	Safeguarding is a priority for the Mousehold Wardens, and they will continue to signpost vulnerable individuals to the services that they require
Environmental Impact	The Mousehold Wardens will continue to improve habitats and the natural environment for wildlife to enhance the biodiversity of Mousehold Heath.

Risk Management

Risk	Consequence	Controls Required
Financial	Failure to adequately plan and monitor activities could result in insufficient resources being available to deliver the aims and objectives of the Management Plan	Ensure that sufficient management information is available to continue management and maintenance programme
Operational	Failure to adequately plan and monitor activities could result in insufficient resources being available to deliver the aims and objectives of the Management Plan	Ensure that sufficient management information is available to continue management and maintenance programme
Legal	The Council cannot comply with its legal duty to ensure that buildings are safe for users to access	Ensure that sufficient management information is available to continue management and maintenance programme

Other Options Considered

- 48. Do nothing – not recommended as this will result in deterioration of building
- 49. Maintain budget at current level – not recommended as budget may be insufficient to carry out all works required

Reasons for the decision/recommendation

- 50. Review of current budget will ensure that there are adequate resources to carry out required work

Appendices: Appendix 1 Mousehold Heath guided walks programme 2022
Contact Officer: Head of Environment Services
Name: Andy Summers

Telephone number: 01603 987841

Email address: andrewsummers@norwich.gov.uk

Explore Mousehold Heath

with the Mousehold Heath Conservators' guided walks programme 2022

Moth survey evenings

Monday 2 May, 20.45 until late

Thursday 21 July, 9.45pm until late

Thursday 25 August, 8.30pm until late

Wednesday 14 September, 7.30pm until late

Join a Norwich City Council Mousehold Heath warden in using a light trap to catch, record and release the beautiful and diverse species of moth living in our parks and gardens.

Please meet in the Pitch and Putt Car Park, at the top of Gurney Road, Mousehold Heath, Norwich.
Grid ref: TG247104.

Community wildlife workshops

Introduction to moths:

Tuesday 3 May, 11am – 3pm

Introduction to butterflies:

Friday 12 August, 11am – 3pm

Introduction to winter birds:

Thursday 8 December, 11am – 3pm

Join a local wildlife expert and a Mousehold Heath warden, to look at the wide variety of characteristic species and biodiversity which inhabit the site. The sessions will focus on a different species. After an hour in the classroom, the rest of the session will

be spent exploring the site. Light refreshments are provided during the lunch break.

Please meet at the car park below Zaks restaurant (NR1 4HW), halfway up Gurney Road.
Grid ref: TG243101.

Dawn Chorus survey walk

Thursday 5 May: 4.15am – 6am.

Followed by breakfast.

Join a Mousehold Heath warden in carrying out a B.T.O, Common Bird Census transect survey walk to mark International Dawn Chorus Week – a worldwide celebration of the nature's daily miracle.

Please meet in the car park below Zaks.

Management and wildlife walk

Tuesday 26 July, 2 – 4pm

Join a Mousehold Heath warden, to look at the wide variety of often scarce and threatened species that inhabit the site and how management work is being undertaken to conserve this biodiversity and prevent fires.

Please meet in the car park below Zaks.

Fungi Foray

Tuesday 25 October, 1.30 – 4.15pm

Accompany Neil Mahler (Suffolk's county fungi recorder) and a Mousehold Heath warden, for a walk around the site, to look at the stunning variety of fungi species living in the heart of Norwich.

Please meet in the car park below Zaks.



ALL EVENTS ARE FREE

Booking in advance is essential for the Community Wildlife Workshops and Fungi walk, by emailing williamstewart@norwich.gov.uk

Please bring sturdy footwear and outdoor clothing and a torch for events that take place after dark.

Events will be cancelled in the case of heavy rain/strong winds.



Committee Name: Mousehold Heath Conservators

Committee Date: 17/06/2022

Report Title: Public toilet provision at Gurney Road car park

Report from: Parks and open spaces manager

Wards: Crome/Catton Grove

OPEN PUBLIC ITEM

Purpose

To decide on the provision of public toilets at Gurney Road public car park adjacent to the pavilion.

Recommendation:

To review the onsite toilet facilities available to the public as per management plan objective highlighted in the 10 the year programme year 2021-22 Project specification ARO1/02 PUBLIC TOILET REVIEW.

Policy Framework

The Mousehold Conservators Mousehold Heath management plan 2019-2028 has eight objectives, which are:

- A) To ensure Mousehold Heath is a welcoming place for people to visit.
- B) To protect Mousehold Heath and ensure that it is a safe and secure place to visit.
- C) To ensure that Mousehold Heath is clean and well maintained.
- D) To manage Mousehold Heath in a way that has a positive impact on the environment.
- E) To improve habitats and the natural environment for wildlife to enhance the biodiversity of Mousehold Heath.
- F) To safeguard the historic landscape, archaeological features and buildings of Mousehold Heath.
- G) To provide opportunities for local communities to be involved in all aspect of our work.
- H) To promote Mousehold Heath to increase awareness, knowledge, understanding and a sense of pride.

This report meets the objective(s):

- A) To ensure Mousehold Heath is a welcoming place for people to visit.
- C) To ensure that Mousehold Heath is clean and well maintained.
- F) To safeguard the historic landscape, archaeological features and buildings of Mousehold Heath.

Report Details

1. The toilets were constructed in 1901 from timber and brick with a pitched tile roof, cover an area of approximately 27m² and provide one male toilet, one female toilet and one disabled toilet, they have a water supply and mains drainage.
2. The Norwich Society, looked into the history of the building, identifying the pavilion and toilet blocks as locally listed, protecting and restricting any future modification to the outside look of the buildings.
3. As you would expect from a wooden constructed building on going repairs have been undertaken over the years, mainly the replacement of wooden panels and roof tiles in keeping with the original design.
4. The facilities available are basic, intended for low use and with this in mind, it was thought fit to include a review within the first management plans 2008-2013 and 2013-2018, ref below
 - Replace existing toilet facilities or refurbish to a higher standard, and provide access for disabled users. Improve site signage identifying the location of the toilets.
5. This objective was reviewed by committee at the time, within both management plan time scales.
6. Members agreed to keep the toilets open to the public as a basic facility and to carry out repairs needed as and when necessary.
7. A new updated management plan has now been adopted to cover a period of ten years 2019-28. Within this plan a review is to be undertaken regarding the future provision of this facility in year 2021-22, ref Appendix 1.

Responsibilities.

8. The Mousehold Heath Conservators are responsible for the maintenance of the public toilets, located adjacent to the public car park and the pavilion at Gurney Road.
9. The internal and external condition to the buildings is very poor and work is needed to fully redecorate the external paintwork, including the replacement of roof tiles and sections of wooden paneling and to recoat exposed concrete floors.

Future options.

1. The facilities can be open to the public and available at the current standards retaining them as they are currently, Men's, Women's and Disabled.

Pros:

The availability of an onsite low use public facility.

Cons:

A basic provision

2. Close all facilities with no provision to the public.

Pros:

No financial obligations to provide a facility, savings on contract obligations for cleaning and maintenance of facility.

Cons:

No facility available to the public, volunteer, school, corporate volunteer activities.

What to do with redundant buildings.

Financial implications for maintenance and repair costs as they are locally listed.

3. Carry out refurbishment works to raise standards to how they stand now.

Pros:

Provision of a higher standard facility.

Cons:

Financial implications for works to upgrade to a higher standard for a low use facility.

4. The provision of a mixed gender layout including baby changing and disabled access, these works would include:
 - The closure of the Women's toilet block converting it into a secure tool and equipment store for the wardens.
 - The conversion of the Men's toilet block into mixed gender including baby changing facilities.
 - Refurbishment of the Disabled toilet.

Pros:

The upgrading of standards with the inclusion of baby changing facilities.

The adoption of a secure store.

Cons:

The costs involved to carry out alterations for the upgrading works for the provision of a low use facility.

Eco toilet option

10. There was a proposal to investigate the provision of an Eco based/compostable provision but due to the proximity to the restaurant it was thought inadvisable due to fumes from the outlet pipes being a health issue. Also, a compostable toilet would have to accommodate a new contractor for the emptying and responsible disposal of waste on a daily basis, increasing the overall maintenance costings that would have a significant impact on finances available.

Recommendation

11. To authorise the costing for option four as a preferred way forward, agreed at the Subgroup meeting held 29-11-21 and approach our new contractor NCSL for a formal quotation for the works needed for completion. A formal quotation for the options has not been received yet, potentially due to Norse property services being brought back in-house to Norwich City Council on 1st April 2022.
12. It would also be advisable for a member of their project team to report back to committee each quarter with an update on the progress made regarding the development of the project to its conclusion.

Project ref code	AR01/02		Project title	Public toilet provision review																	
Brief description																					
To review the toilet provision to determine if the toilets will be retained and if so are improved and managed in the future																					
Proj lead	POSM		Delivered by	POSM, MW		Budget code															
Years active										Months active											
19/20	20/21	21/22	22/23	23/24	24/25	25/26	26/27	27/28	28/29	A	M	J	J	A	S	O	N	D	J	F	M
Approved by	Mousehold Conservators				Approval date	15/06/18		Priority	Must												
Project aims																					

1. To make a decision on retaining the toilet block or not.
2. To explore the options for the management of the toilets.
3. If the toilets are retained to put in place a refurbishment programme.

Detailed project description

1. The detailed project description will be developed as part of the scoping work for this project.

Links to additional information

Project map/plans

Consultation

13. None

Implications

Financial and Resources

14. Any decision to reduce or increase resources or alternatively increase income must be made within the context of the council's stated priorities, as set out in its Corporate Plan and Budget.
15. There are no proposals in this report that would reduce or increase resources at this time

Legal

16. None

Statutory Considerations

Consideration	Details of any implications and proposed measures to address:
Equality and Diversity	None
Health, Social and Economic Impact	None

Consideration	Details of any implications and proposed measures to address:
Crime and Disorder	The Mousehold Wardens will continue to work with Norfolk Constabulary to ensure that the Heath is a safe place to visit
Children and Adults Safeguarding	Safeguarding is a priority for the Mousehold Wardens, and they will continue to signpost vulnerable individuals to the services that they require
Environmental Impact	The Mousehold Wardens will continue to improve habitats and the natural environment for wildlife to enhance the biodiversity of Mousehold Heath.

Risk Management

There are no risks associated with this report

Other Options Considered

None

Reasons for the decision/recommendation

To decide on the provision of public toilets at Gurney Road public car park adjacent to the pavilion.

Appendices: None

Contact Officer: Head of Environment Services

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Committee Name: Mousehold Heath Conservators

Committee Date: 17/06/2022

Report Title: Implementation of programme of roofing works

Portfolio: Councillor Giles, Cabinet member for community wellbeing

Report from: Head of environment services

Wards: Catton Grove and Crome

OPEN PUBLIC ITEM

Purpose

To review the programme of roofing maintenance works for the pavilion on Gurney Road.

Recommendation:

To authorise the next stage of roofing works outlined in the works programme to implement the aims and objectives of the management plan.

Policy Framework

The Council has five corporate priorities, which are:

- People live independently and well in a diverse and safe city.
- Norwich is a sustainable and healthy city.
- Norwich has the infrastructure and housing it needs to be a successful city.
- The city has an inclusive economy in which residents have equal opportunity to flourish.
- Norwich City Council is in good shape to serve the city.

This report meets the sustainable and healthy city corporate priority

This report addresses Deliver a Capital Investment Programme in our parks that will improve visitor experience, maintain our heritage assets and improve community cohesion. strategic action in the Corporate Plan

The report helps to meet the Mousehold Heath management plan objective(s):

The report helps to meet the Mousehold Heath management plan objective A and F.

A. To ensure Mousehold Heath is a welcoming place for people to visit.

F. To safeguard the historic landscape, archaeological features and buildings of Mousehold Heath.

Report Details

1. The report details the work, activities and issues arising on, and relating to the delivery of the Mousehold Heath management plan objectives.
2. The objectives are:
 - A) To ensure Mousehold Heath is a welcoming place for people to visit.
 - B) To protect Mousehold Heath and ensure that it is a safe and secure place to visit.
 - C) To ensure that Mousehold Heath is clean and well maintained.
 - D) To manage Mousehold Heath in a way that has a positive impact on the environment.
 - E) To improve habitats and the natural environment for wildlife to enhance the biodiversity of Mousehold Heath.
 - F) To safeguard the historic landscape, archaeological features and buildings of Mousehold Heath.
 - G) To provide opportunities for local communities to be involved in all aspect of our work.
 - H) To promote Mousehold Heath to increase awareness, knowledge, understanding and a sense of pride.

Pavilion condition survey MC50/06 Ref appendix 1.

Pavilion works programme 2019 to 2025, ref appendix 2.

3. The 10 year management plan included maintenance of the pavillion as an asset of the heath, it was the conservators responsibility to maintain it. After a condition survey, a programme of works over a 6 year period was agreed, with extra funding of £6,000.00 per annum income put aside to cover funding.
4. The conservators increased their precept by £6,000 for 2019/20 based on the costings for the works identified as being required over the next 6 years and to review the pavilion works programme and budget position to inform a decision on funding allocations for works becoming due in financial year 2022/23.
5. It would be prudent to review the budget situation in June 2022, to enable an informed decision to be made on the funding source for works in the pavilion maintenance programme due in financial year 2022/23, taking into account the level of reserves held and the financial impact at the end of financial year 2024/25.
6. After discussions with the Civil Engineer (Norse Property Services now Norwich City Council), they had planned the completion of the first stage of the works in 2021/22 and then the second stage in 2022/23.

7. However, we were advised to complete both stages of the planned works for 2021/22 and 2022/23 together utilising the procurement of scaffolding just the once, instead of the extra costing that would be incurred to supply this for both stages of works - an opportunity to save scaffolding works and costs.
8. As highlighted in the original survey, a risk of the continuing escalation in the price of materials may occur as a result of the impact of the pandemic and the war in Ukraine on supply changes.

Consultation

9. None

Implications

Financial and Resources

10. There are no proposals in this report that would reduce or increase resources

Legal

11. Carrying out these works will ensure that the Council continues to meet its statutory obligations with regards to Health and Safety

Statutory Considerations

Consideration	Details of any implications and proposed measures to address:
Equality and Diversity	None
Health, Social and Economic Impact	None
Crime and Disorder	The Mousehold Wardens will continue to work with Norfolk Constabulary to ensure that the Heath is a safe place to visit
Children and Adults Safeguarding	Safeguarding is a priority for the Mousehold Wardens, and they will continue to signpost vulnerable individuals to the services that they require
Environmental Impact	None

Risk Management

Risk	Consequence	Controls Required
Financial	Failure to adequately plan and monitor activities could result in insufficient resources being available to deliver the aims and objectives of the Management Plan for Mousehold Heath	Ensure that sufficient management information is available to continue management and maintenance programme
Operational	Failure to adequately plan and monitor activities could result in insufficient resources being available to deliver the aims and objectives of the Management Plan	Ensure that sufficient management information is available to continue management and maintenance programme
Legal	The Council cannot comply with its legal duty to ensure that buildings are safe for users to access	Ensure that sufficient management information is available to continue management and maintenance programme

Other Options Considered

12. Not carrying out the works

Reasons for the decision/recommendation

13. The recommendation is aimed at gaining authority to carry out the works identified within the report

Background papers: None

Appendices: Project specification and pavilion works programme

Contact Officer: Head of Environment Services

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Appendix 1.

PROJECT SPECIFICATION

Project ref code		MC50/06		Project title		Pavilion condition survey															
Brief description																					
To undertake a condition survey of the interior and exterior of the pavilion																					
Proj lead		NH		Delivered by		NPSN				Budget code				Budget £s							
Years active										Months active											
19/20	20/21	21/22	22/23	23/24	24/25	25/26	26/27	27/28	28/29	A	M	J	J	A	S	O	N	D	J	F	M
Approved by		Mousehold Conservators						Approval date		15/06/18		//Priority		Shouldt							
Project aims																					
1. To update the 20 year maintenance plan																					
Detailed project description																					
1. Qualified surveyors to assess the interior and exterior condition of the pavilion to update the 20 year maintenance plan. 2.																					
Links to additional information																					

Appendix 2.

Pavilion works programme.

Option 1 (Revenue only)			2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
Item	Detail	Condition survey estimate	Revenue (Budget)	Revenue (Budget)	Revenue (Budget)	Revenue (Budget)	Revenue (Budget)	Revenue (Budget)
External Chimney	Vertical crack running up length of chimney to rear elevation. No additional movement apparent since survey of 2016. Investigate and carry out crack stitch repairs. This was previously priced in 2014. Check missing pot is capped appropriately.	£4,000	£4,000					
External roof 2	Rear section of main pitched roof has multiple areas of broken, damaged and slipped tiles. Roof is pin tiles on purlins with no felt or membrane. Recommended removal of tiles, installation of breathable membrane or felt and reinstatement of salvaged tiles, replacing any like for like, as required. Insulate as necessary while ensuring adequate ventilation is maintained.	£12,000			£12,000			
External Roof Space	No insulation to roof. Install additional insulation while maintaining adequate ventilation.	£1,500			£1,500			
External Rainwater Goods	Downpipe section west elevation taped together just below roof line. Repair section.	£150	£150					
External Window	Leaded window East elevation 1st floor sections cracked /broken. Repair affected sections.	£2,000	£0					
External Door	Front timber door at low level. Sign of timber rot which may require minor repair only.	£250	£0					
External Pigeon Guano	Pigeons roosting on bays and under eaves area causing potential environmental hazard, particularly in an area which could be used for eating. Consider external netting and / or pigeon guarding where appropriate.	£2,000			£2,000			
External Rear Shed	Timber constructed rear shed with felt roof. Multiple areas of rot and sections of timber missing. Structure is beyond repair and should be removed. Cost is for removal and make good only.	£1,500			£1,500			
External Roof 4						£7,500		
Fences and walls							£4,000	
Gates							£500	
External redecorations								£18,000
Total			£4,150	£0	£17,000	£7,500	£4,500	£18,000
Balance b/f			£8,560	£11,821	£19,232	£9,643	£9,554	£12,465
Precept			£235,010	£235,010	£235,010	£235,010	£235,010	£235,010
Managed underspend site R&M			£2,500	£2,500	£2,500	£2,500	£2,500	£2,500
Unallocated pavilion budget			£1,850	£6,000	-£11,000	-£1,500	£1,500	-£12,000
Forecast outturn			£230,660	£226,510	£243,510	£234,010	£231,010	£244,510
Depreciation adjustment income			£1,719	£1,719	£1,719	£1,719	£1,719	£1,719
Pension deficit charge debit			£2,808	£2,808	£2,808	£2,808	£2,808	£2,808
Balance c/f			£11,821	£19,232	£9,643	£9,554	£12,465	£1,876



Committee Name: Mousehold Heath Conservators

Committee Date: 17/06/2022

Report Title: Itinerant meeting date

Portfolio: Councillor Giles, Cabinet member for community wellbeing

Report from: Head of environment services

Wards: Catton Grove and Crome

OPEN PUBLIC ITEM

Purpose

To agree an Itinerant meeting date for the Conservators in August 2022.

Recommendation:

It is recommended that

- 1) The Conservators agree an Itinerant Meeting date in August to allow them to review the previous year's work on site and inform decisions around the following year's programme.

Policy Framework

The Council has five corporate priorities, which are:

- People live independently and well in a diverse and safe city.
- Norwich is a sustainable and healthy city.
- Norwich has the infrastructure and housing it needs to be a successful city.
- The city has an inclusive economy in which residents have equal opportunity to flourish.
- Norwich City Council is in good shape to serve the city.

This report meets the sustainable and healthy city corporate priority

This report addresses Deliver a Capital Investment Programme in our parks that will improve visitor experience, maintain our heritage assets and improve community cohesion. strategic action in the Corporate Plan

Mousehold Heath management plan objectives

The report helps to meet the Mousehold Heath management plan objective B.

B) To protect Mousehold Heath and ensure that it is a safe and secure place to visit.

Report Details

1. The report details the work, activities and issues arising on, and relating to the delivery of the Mousehold Heath management plan objectives.
2. The objectives are:
 - A) To ensure Mousehold Heath is a welcoming place for people to visit.
 - B) To protect Mousehold Heath and ensure that it is a safe and secure place to visit.
 - C) To ensure that Mousehold Heath is clean and well maintained.
 - D) To manage Mousehold Heath in a way that has a positive impact on the environment.
 - E) To improve habitats and the natural environment for wildlife to enhance the biodiversity of Mousehold Heath.
 - F) To safeguard the historic landscape, archaeological features and buildings of Mousehold Heath.
 - G) To provide opportunities for local communities to be involved in all aspect of our work.
 - H) To promote Mousehold Heath to increase awareness, knowledge, understanding and a sense of pride.

Report

PROJECT SPECIFICATION

Project ref code	AP80/03	Project title	Mousehold Conservators itinerant																			
Brief description																						
Annual committee site visit																						
Proj lead	[WS	Delivered by	[MHW	Budget code	[
Years active										Months active												
19/20	20/21	21/22	22/23	23/24	24/25	25/26	26/27	27/28	28/29	A	M	J	J	A	S	O	N	D	J	F	M	
Approved by	[Mousehold Conservators								Approval date	[Priority	[Should	
Project aims																						

1. For the Mousehold Conservators to visit the site to review the previous year's work and to inform decisions relating to the following years work programme.

Detailed project description

1. The date to be agreed at the June meeting of Mousehold Heath Conservators.
2. Suggested project areas to visit suggested at this meeting.
3. Mousehold Wardens to facilitate the itinerant.

Links to additional information

Project map/plans

Location

Subjects and locations to be decided by Mousehold Conservators and Mousehold Heath wardens.

Consultation

3. None

Implications

Financial and Resources

Any decision to reduce or increase resources or alternatively increase income must be made within the context of the council's stated priorities, as set out in its Corporate Plan and Budget.

4. There are no proposals in this report that would reduce or increase resources at this time

Legal

- None

Statutory Considerations

Consideration	Details of any implications and proposed measures to address:
Equality and Diversity	None
Health, Social and Economic Impact	None
Crime and Disorder	The Mousehold Wardens will continue to work with Norfolk Constabulary to ensure that the Heath is a safe place to visit
Children and Adults Safeguarding	Safeguarding is a priority for the Mousehold Wardens, and they will continue to signpost vulnerable individuals to the services that they require
Environmental Impact	The Mousehold Wardens will continue to improve habitats and the natural environment for wildlife to enhance the biodiversity of Mousehold Heath.

Risk Management

5. There are no risks associated with this report

Other Options Considered

6. None

Reasons for the decision/recommendation

7. The Itinerant meeting allows Conservators to review the previous year's work on site and inform decisions around the following year's programme

Appendices: None

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