



**NORWICH**  
City Council

## **Mousehold Heath Conservators**

Date: **Friday, 21 January 2022**  
Time: **14:00**  
Venue: **Council chamber City Hall, St Peters Street, Norwich, NR2 1NH**

### **Committee members:**

Councillor Maxwell (chair)  
Councillor Sands (M) (vice chair)  
Councillor Brociek-Coulton  
Councillor Button  
Councillor Champion  
Councillor Galvin  
Councillor Kendrick  
Councillor Lubbock  
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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|          | To receive apologies for absence                                                                                                                                                           |                |
| <b>2</b> | <b>Public questions/petitions</b>                                                                                                                                                          |                |
|          | To receive questions / petitions from the public which have been submitted in accordance with the council's constitution.                                                                  |                |
| <b>3</b> | <b>Declarations of interest</b>                                                                                                                                                            |                |
|          | (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)                                             |                |
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## **8 Management Subgroup Membership**

**25 - 26**

**Purpose** - To confirm the agreed membership of the management subgroup

Date of publication: **Thursday, 13 January 2022**





**Mousehold Heath Conservators**

**14:00 to 14:40**

**17 September 2021**

Present: Councillors Sands (M) (vice chair in the chair), Kendrick and Lubbock and John Trevelyan (Norwich Society)

Apologies: Councillors Maxwell (chair), Brociek-Coulton, Button, Champion, Galvin and Sands (S); 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 amended minutes of the meeting held on 15 January 2021 and the minutes of the meeting held on 23 July 2021.

**4. Budget monitoring Statement April – July 2021 and Prudent Level of Reserves**

(The service accountant (budget monitoring) attended the meeting for this item.)

The service accountant (budget monitoring) presented the report. He referred to Appendix A and explained that the underspend amounted to a total forecast variance of £4,300, which would go into the reserves balance. Members were also advised that a small amount of interest was paid on the capital receipt for the Ranger's House (Table 1).

The parks and open spaces manager referred to Appendix B, Prudent level of Mousehold Heath Reserves 21-22 and said that the Conservators had requested that this be reported to the September meeting in advance of setting the precept in January of each year. The prudent minimum level of reserves based on one year's operational risk was £9,802. All risks had been assessed as low, with the main financial risk being around the loss of rental income from concessions which could be relet.

**RESOLVED** to note the current budget monitoring and reserves positions.

## **5. Mousehold Heath Management Update 9 July to 31 August 2021**

The parks and open spaces manager presented the report. During his presentation he commented that the temporary café had ceased trading. This would have no impact on the Conservators' budget because it had been unbudgeted income. The wardens had met with the contractors to secure a firm price for the maintenance contract for pavilion maintenance. The wardens continued to report incidences of vandalism to the Norfolk Constabulary, but no action could be taken without evidence. The police had evidence in relation to the break-in at the changing rooms and would be investigating this further. The wardens had removed graffiti and revarnished five benches that had been damaged. The wardens had also been asked to cut back an area of vegetation near St James Hill to assist the police following the discovery of a deceased person on the heath. The wardens have been working with volunteers to undertake a butterfly survey. Volunteers were now back on the heath, although corporate volunteer events had not yet resumed due to people working at home and Covid. Other events had resumed particularly for young people using the heath as a learning environment. Walks were being held on the heath as part of the Heritage Open Days. In conclusion, members were advised that the wardens had assisted with the research for the Waste and Strays Project but no additional resources had been required as it could be incorporated into their day to day work.

During discussion the Conservators noted that the café had ceased trading and that no other concessions had come forward for its prime site.

The acting chair said that he had received an email from Norfolk Constabulary confirming that the police were taking the concerns about anti-social behaviour at the car park on Britannia Road seriously. In reply to a question, the parks and open spaces manager said that bollards and benches had not been stolen but had been vandalised.

**RESOLVED** to note the content of the report.

## **6. Public Toilet Provision adjacent to the Pavilion, Gurney Road**

The parks and open spaces manager presented the report. The Conservators attending the itinerant had asked for the toilets to be reopened. The toilets had been closed in response to the pandemic. There were no savings to be made from the contract or reimbursement for the toilets not being cleaned during the period of closure. Following the publication of the agenda papers, advice had been provided by nplaw that, as with many parks provision, a cold-water supply and provision of soap was sufficient for people to clean their hands after using the facilities. Members were advised that the friction of rubbing hands together with the use of cold water and soap would clean hands adequately. It was therefore suggested that the toilets could be reopened after a deep cleanse, the fitting of new soap and sanitizer dispensers, and to resume the contractual cleaning regime. This would provide a solution in the short term and costings could be provided for the options set out in the report which could be considered at the January meeting.

In reply to a member's question, the parks and open spaces manager confirmed that a request had been made for the minor repair to one of the toilets. The member said that the proposal to reopen the toilet facility was a good one and would ensure that there was some provision on the heath and was the least expensive option. She suggested that regarding long term provision, options included asking Zac's to make their toilets available to users of the heath or to introduce compost toilets. Another member suggested that port-a-loos would look out of place on the heath.

The parks and open spaces manager advised the Conservators the wardens had received no complaints about the toilets, but the concessions had asked for toilets especially around the pavilion area. It was suggested that a working group would consider the options and bring a report back to the next meeting of the committee.

The Conservators also noted that the toilets near the pavilion were signposted from the car park.

**RESOLVED** to:

- (1) agree to the proposal to reopen the toilets in the short term (as outlined in the minutes above);
- (2) ask the working party to consider options for the long term provision of toilets on the heath, together with costings, to be considered at the January meeting.

CHAIR





**Committee Name:** Mousehold Heath Conservators

**Committee Date:** 21/01/2022

**Report Title:** Mousehold Heath Conservators Budget Monitoring April to November 2021

**Portfolio:** Councillor Kendrick, cabinet member for resources

**Report from:** Executive director of corporate and commercial services

**Wards:** Crome / Catton Grove

**OPEN PUBLIC ITEM**

**Purpose**

To provide the 2021/22 revenue budget monitoring position and 2021/22 capital receipts balance as at 30 November 2021.

**Recommendation:**

To note the current budget monitoring and reserves positions

**Policy Framework**

The Council has three corporate priorities, which are:

- People living well
- Great neighbourhoods, housing and environment
- Inclusive economy

This report meets the People living well & Great neighbourhoods, housing and environment corporate priorities

## Report Details

1. The Conservators approved a precept for the financial year 2021/22 of £235,471 at its meeting of 15 January 2021.
2. The Conservators have requested that budget reports be brought to their meetings on a regular basis. Appendix A details the financial position for Mousehold Heath as at the end of November 2021, and comparison of the expected outturn to the annual budget. There are no significant variances to comment on at this stage.
3. The wardens are managing an overall underspend in order to partially offset the cost of the pension deficit payment paid back at the end of each year until 2021/22.
4. Corporate recharge budgets are no longer shown against individual cost centres within the General Fund, for accounting presentation purposes. All corporate recharges are still calculated in line with agreed principles. The Conservators' element of the recharges has been included within the figures in this report, for consistency between accounting periods.
5. Overall, the budget shows a forecast underspend of £1,622.
6. The impact of the precept and forecast 2021/22 budget monitoring position on the Mousehold Heath balances are as follows:

**Table 1:**

	£
<b>Balance brought forward from 2021/22</b>	<b>(29,107)</b>
Precept 2021/22	(235,471)
Forecast Outturn 2021/22	233,849
10th instalment of pension deficit costs	2,808
<b>Forecast balance to be carried forward to 2022/23</b>	<b>(27,921)</b>
In-year movement in reserves (deficit)	1,186

7. The prudent minimum level of reserves has been assessed as £9,800 for 2021/22. The reserve balance is expected to continue to exceed the prudent minimum balance.

## Capital

8. The position on capital reserve is as below, with no spend incurred in 2021/22 to date. There are no current items in the capital budget, therefore no spend can be incurred in 2021/22 without a budget amendment to Council.

**Table 2:**

Item	£
Rangers House balance brought forward	(100,766)
Interest accrued on balance up until March 2021	(3,306)
Forecast interest for 2021/22	(20)
<b>Forecast balance of receipts at 31/03/2022</b>	<b>(104,092)</b>

**Appendix A: Mousehold Heath Conservators Budget Position as at 30 November (P8) 2021/22**

		<b>Budget (£)</b>	<b>Actual to P8 (£)</b>	<b>Forecast outturn (£)</b>	<b>Forecast variance (£)</b>
2000	Salaries	74,296	48,795	74,296	0
2011	Employers Pension Contributions	9,776	6,425	9,776	0
2015	Annual Added Years Payments	4,168	0	4,168	0
2018	Pension Deficit Recovery	17,200	0	17,200	0
2090	Employee/Public Liability Insurance	460	0	460	0
2103	General Repairs & Maintenance	15,000	5,522	15,000	0
2207	Contract Cleaning	9,515	6,023	9,035	(480)
A2216	Electricity	1,493	259	1,493	0
2231	Grounds General Maintenance	2,204	734	2,204	0
2239	Recharge from GMO main contract	62,126	41,177	61,765	(361)
2240	Treeworks	8,200	5,466	8,200	(0)
2255	Fire Insurance Buildings/Contents	34	0	34	0
2285	Water Charges Metered	78	0	78	0
2400	Car and Cycle Allowances	800	144	400	(400)
2600	Clothing and Uniforms General	500	388	500	0
2658	Equipment - Purchase	450	423	450	0
2659	Equipment - Repairs & Maintenance	650	346	650	0
2663	Other Equipment and Tools	550	313	550	0
2682	Refreshments	745	24	745	0
2684	Staff Conference & Course Fees	500	0	500	0
2710	Specialist Supplies	445	350	445	0
2832	Projects	4,046	1,741	4,046	0
2849	Other Contractual Services	7,110	3,320	7,110	0
4015	Recharge from Area Housing Office	5,000	0	5,000	0
1061	Football Pitch Income	(1,404)	0	(1,404)	0
1146	Other Rents	(15,000)	(11,250)	(15,000)	0
1148	Catering Concession Income	(1,800)	(2,181)	(2,181)	(381)
1412	Government Grants	(2,204)	0	(2,204)	0
	Corporate Recharges	30,533	0	30,533	0
		<b>235,471</b>	<b>108,020</b>	<b>233,849</b>	<b>(1,622)</b>

**Cabinet member: Councillor Kendrick - Resources**

**Contact officers**

Neil Wright (Service accountant)

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Adam Drane (Finance business partner)

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**Background documents**

None



**Committee Name: Mousehold Heath Conservators**

**Committee Date: 21/01/2022**

**Report Title: Mousehold Heath Conservators Budget and Precept 2022/23**

**Portfolio:** Councillor Kendrick, cabinet member for resources

**Report from:** Executive director of corporate and commercial services

**Wards:** Crome / Catton Grove

**OPEN PUBLIC ITEM**

**Purpose**

To set the budget and approve the precept for the Mousehold Heath Conservators budget 2022/23.

**Recommendation:**

That the Conservators:

- (1) Review the forecast balances position set out in paragraphs 3-4;
- (2) Consider the risk management arrangements and prudent minimum reserve levels set out in paragraphs 4-9;
- (3) Review the budget proposals set out in paragraph 10 and approve or amend the budgets in Appendix A accordingly;
- (4) Resolve to place a precept on Norwich City Council for the relevant amount for the financial year 2022/23 as per paragraph 12.

**Policy Framework**

The Council has three corporate priorities, which are:

- People living well
- Great neighbourhoods, housing and environment
- Inclusive economy

This report meets the People living well & Great neighbourhoods, housing and environment corporate priorities.

## Report

1. Each year the Conservators are required to determine and approve the budget for Mousehold Heath, and to make a levy on Norwich City Council.
2. This report also sets out details of the budget and forecast outturn for the current financial year, 2021/22, which informs the precept and budget proposals within this report.

## Balances

3. The current forecast is for a net underspend of £1,622 in 2021/22 to be added to the balance brought forward from previous years' precepts. The balances position for 1 April 2022 is therefore estimated at:

**Table 1**

Balance brought forward at 1 April 2021	(29,107)
Impact of forecast outturn 2021/22	(1,622)
Use of reserves - pension deficit charge 2021/22*	2,808
<b>Forecast Balance at 31 March 2022</b>	<b>(27,921)</b>

\*The pension deficit charge is a repayment to the council relating to pension deficit costs charged to Mousehold Heath. At their meeting of 21 June 2013, the Conservators opted to take up the council's offer to spread the £28,077 pension deficit charge, incurred as a result of a contractor's failure, over 10 years. The Conservators' balance will therefore be reduced by the amount of £2,808 each year (2022/23 will be the last of ten instalments).

4. This level of balances represents 11.3% of the proposed budgeted expenditure (including accounting adjustments). As agreed at the Conservator's meeting on 17 September 2021, the prudent level of reserves was set at £9,800, based on 2021/22 budgets. Using the same methodology against proposed 2022/23 budgets, shows a required minimum prudent reserves balance of £9,850. Based on the figures within this report, the reserve level is expected to continue to exceed the prudent minimum balance.

## Risk Management

5. The Conservators have previously expressed their wishes to consider, in conjunction with the budget and precept, risks to the financial position. These risks to the Conservators as the statutory decision-making body for the Heath, and to the council in implementing conservators' decisions, are incorporated within the council's own Risk Management Strategy (RMS).
6. The RMS requires that risks are considered at operational, tactical, and strategic levels, and escalated to an appropriate level for mitigation to be agreed and implemented.

7. Risks are managed and mitigation provided through, among other measures:
  - (a) Ensuring that appropriate systems and procedures are in place to safeguard the health & safety of staff, residents, and visitors;
  - (b) Taking steps to reduce the likelihood of adverse events occurring, through planning and risk assessment;
  - (c) Mitigating against the financial impact through insurance against adverse events;
  - (d) Holding sufficient reserves, both in the revenue Contingency and through the maintenance of a prudent minimum level of balances, to meet unexpectedly arising costs. The adequacy of these reserves is itself risk-assessed annually.
8. Financial risks, such as overspends resulting from adverse events, are therefore considered and provided for by the council at a corporate level.
9. The Conservators' reserves are expected to amount to £27,921 (see paragraphs 3-4) which represents 11.3% of the proposed budgeted expenditure (including accounting adjustments). This provides an initial level of internal risk management resource, mitigating any need to call on the council for further support.

## Budgets

10. The following table summarises the proposed movements in the budget between the base budget carried forward from 2021/22, and the proposed budget for the 2022/23 financial year.

**Table 2:**

<b>Base Budget 2021/22 (£)</b>	<b>235,471</b>
A: Salary & pension cost increase	262
B: Cleaning cost increase	616
C: Contractual increases	4,556
D: Utility price increase	65
E: Changes in overhead recharges	5,112
<b>Proposed Budget 2022/23</b>	<b>246,082</b>

Reasons for these changes can be summarised as follows:

- A. Includes staff pay increase, which is largely offset by a reduction in pension costs.
- B. This is due to small changes in the cleaning budget
- C. This is mainly due to the living wage and inflation effect on the contracts.
- D. This due to an increase in utility prices
- E. This is due to increased staff support costs council wide.

These changes can be seen in the detailed proposed budget for 2022/23 set out in Appendix 1.

11. Corporate recharge budgets are no longer shown against individual cost centres within the General Fund, for accounting presentation purposes. All corporate recharges are still calculated in line with agreed principles. The Conservator's

element of the recharges has been included within the figures in this report, for consistency between accounting periods.

### **Precept**

12. The precept required to fund this expenditure would be **£246,082** (2021/22 £235,471). This would be an increase of £10,611 over the 2022/23 precept.
13. Should the Conservators wish to increase or decrease the level of balances, in light of the risk environment as discussed above, the proposed precept would need to be amended accordingly.



## Appendix 1

		<b>Base budget (£)</b>	<b>Draft 2022/23 Budget (£)</b>	<b>Change (£)</b>	<b>Category as per Table 2</b>
2000	Salaries	74,296	76,270	1,974	A
2011	Employers Pension Contributions	9,776	10,028	252	A
2015	Annual Added Years Payments	4,168	3,581	(587)	A
2018	Pension Deficit Recovery	17,200	15,809	(1,391)	A
2090	Employee/Public Liability Insurance	460	474	14	A
2103	General Repairs & Maintenance	15,000	15,000		
2207	Contract Cleaning	9,515	10,131	616	B
2216	Electricity	1,493	1,554	61	D
2231	Grounds General Mtce & Upkeep	2,204	2,204		
2239	Recharge from GMO main contract	62,126	66,151	4,025	C
2240	Treeworks	8,200	8,731	531	C
2255	Fire Insurance Buildings	34	35	1	D
2285	Water Charges Metered	78	81	3	D
2400	Car and Cycle Allowances	800	800		
2600	Clothing and Uniforms General	500	500		
2658	Equipment - Purchase	450	450		
2659	Equip-Repairs/Maintenance	650	650		
2663	Other Equipment and Tools	550	550		
2682	Refreshments	745	745		
2684	Staff Conference & Course Fees	500	500		
2710	Specialist Supplies	445	445		
2832	Projects	4,046	4,046		
2849	Other Contractual Services	7,110	7,110		
4015	Recharge from AHOs	5,000	5,000		
1061	Football	(1,404)	(1,404)		
1146	Other Rents	(15,000)	(15,000)		
1148	Catering Concession Pitch & Putt	(1,800)	(1,800)		
1412	Government Grants - Specific	(2,204)	(2,204)		
1911	Depot recharge to NCSL	0	0		
	Central recharges	30,533	35,645	5,112	E
	<b>Total</b>	<b>235,471</b>	<b>246,082</b>	<b>10,611</b>	

**Cabinet member:** Councillor Kendrick - Resources

**Contact officers**

Neil Wright (Service accountant)

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Adam Drane (Finance business partner)

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**Background documents**

None



**Committee Name:** Mousehold Heath Conservators  
**Committee Date:** 21/01/2022  
**Report Title:** Mousehold Heath Management Update  
31 August 2021 to 14 January 2022

**Report from:** Parks and open spaces manager

**Wards:** Crome/Catton Grove

## **OPEN PUBLIC ITEM**

### **Purpose**

To provide an update on the activities on the heath relating to the delivery of the Mousehold Heath Management Plan objectives between 31 August 2021 to 14 January 2022.

### **Recommendation:**

It is recommended to note the content of the report.

### **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 objective A to ensure Mousehold Heath is a welcoming place for people to visit.

The Council has three corporate priorities, which are:

- People living well
- Great neighbourhoods, housing and environment
- Inclusive economy

This report meets the great neighbourhoods, housing and environment corporate priority

This report helps to meet theme 7 climate change and green economy of the COVID-19 Recovery Plan.

## Report Details

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

#### AI00/01 GREEN FLAG AWARD

1. Following a mystery shopper judging in the summer the heath maintained its Green Flag status.

#### AI30/02 TREE SAFETY INSPECTION

2. The second six monthly tree safety survey of the year was completed by the wardens, identifying twenty-eight dead, diseased, dying and dangerous trees and branches due to high winds and adverse weather conditions, requiring work to manage tree safety risk. All the work was completed by the wardens, with two specialised pieces of being addressed by a Norwich City Council (NCC) arboricultural officer and Norwich City Services Limited (NCSL) tree teams.
3. The highway verges of Gurney Road were assessed by NCC as per the council's tree risk management schedule. The inspection identified a number of trees requiring work to be carried out. The work was specified by NCC and completed by NCSL tree teams.
4. Warden patrols and reports from visitors to the site identified nine dead, dying, dangerous and windblown trees and branches that were dealt with by the wardens.

#### ML00/03 CONCESSION BRITANNIA ROAD

5. A licence for a concession at Britannia Road public car park was granted as there was a vacancy following the previous trader terminating their licence. The concession offers a selection of traditional food, cold and hot drinks. Food will have seasonal themes and vegetarian and vegan options.

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

#### MC50/01 MOUSEHOLD PAVILION

6. Year three of the pavilion maintenance programme was discussed at the Mousehold Conservators management sub-group on 9 November 2021. A quotation received for the roof repairs identified in the condition survey was £3,000 in excess of the approved budget for the work. Covid 19 has resulted in an increase in the cost of materials.

#### MP00/01 SITE PRESENCE

7. Three tents, which it was evident had been abandoned, were removed. The locations were adjacent to St. James Hill, adjacent to the Rangers House and at a central point of the heath.

10. A camper van driver has also advised of the byelaws and asked to leave the site.

#### ME01/01 GATES FENCING AND BARRIERS

- 11 Six sections of old metal rail spiked topped fencing was removed from Hill Farm track public car park due to its decayed condition and before it became a hazard.

#### ME01/02 BOLLARDS

12. Two wooden bollards were replaced around the perimeter of Britannia Road car park due to decay.

#### ME04/01 LITTER PICKING

13. Litter from camp sites and areas where vegetation has been cleared was removed by NCSL and the wardens.

#### ME04/02 LITTER BINS

14. Three damaged litter bins that had their outer covers replaced with black ones instead of green ones, as per the contract standard, have been changed to ensure consistency across the site. The bins were located at the Wingfield Open Space, the Fountain Ground and Hill Farm Track public car park.

#### ME04/03 FLY TIPPING

15. NCSL Environmental Protection Act (EPS) crew removed and disposed of fly tipped items from Britannia Road slip road and Mousehold Lane. The waste included garden waste and building materials.

#### ME06/03 INFORMATION PANELS

16. The 'no overnight parking' sign at Britannia Road public car park was replaced as the old one was damaged.

#### ME12/01 REMOVE GRAFFITI

17. Graffiti was removed from two lamp posts on Valley Drive and the band stand at the Fountain Ground.

#### ME41 PROVIDE/MAINTAIN PATHS

18. Gilman Road, Gurney Road, Mousehold Lane and Britannia Road paths and cycle routes have been flailed maintaining open access.
19. Thirteen paths have been maintained by brush cutting and raking vegetation, to maintain access. The work was carried out by the wardens with the help of volunteers at Gilman Road Open Space, the Wildflower Meadow; Mustard Pond Glade, in front of the pavilion and St William's Chapel.
- 20 Scrub encroaching on the accessible path and other paths on St James Hill was cut back to improve access to the Mottram Memorial.

#### ME44/02 CAR PARK SURFACING

21. The Pitch and Putt, Gurney Road and Britannia Road public car parks has had surface regrading works carried out.

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

#### MH04/01 MAINTAIN GLADES

22. Wildlife/Mustard Pond glade had encroaching vegetation cut, raked and removed from site.

#### MH12/01 MAINTAIN ACID GRASSLAND

23. The annual autumn conservation cut of the Anthill and Wildflower meadow was completed by the wardens and volunteers.

#### MH31/01 SCRUB AND TREE REMOVAL

24. Invasive scrub and birch trees in the heath area were cut and removed to restore and conserve this important habitat in accordance with the higher level stewardship agreement.
25. Tree poppers were used to remove birch saplings in open, low growing heathland areas by wardens and volunteers.

#### MH39/01 BRACKEN REMOVAL

26. 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 species and complying with the higher level stewardship agreement.

#### MH39/03 COMMON GORSE REMOVAL

27. Invasive common gorse has been cut and removed from heathland areas to encourage the development of the heather, western gorse and other dwarf shrub species.

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

#### MI60/01 EVENTS

28. Two ROOTS environmental education and play, one Enchanted Wood Forest School environmental activity and two Tribe environmental play activities took place, organised through Norwich City Council Events Team. These sessions increase the enjoyment, knowledge and interest of nature and the heath for young people.
29. Two heritage open day walks about geodiversity and history took place on 17 and 19 September 2021, jointly led by a local geologist, historian and the wardens.

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

AT50/01 VOLUNTEERS GENERAL

30. A total of 1613 volunteer work hours have been contributed to work on the site in the last quarter by the following groups:

- The Conservation Volunteers (TCV)
- The Assist Trust
- Mousehold Heath Defenders
- Mousehold Heath Mousketeers
- Natwest, Norfolk County Council, Open Reach and Crown Commercial Corporate Groups
- Good Gym Norwich
- Two City College students groups
- Norwich High School For Girls
- Many individual volunteers from the community.

31. A Community Wildlife Workshop on Friday 10 December, covered an introduction to winter birds and other biodiversity on the site. This was led by a local expert and a warden. Four people attended the event, viewing 15 species of bird and other wildlife.

## **Implications**

### **Financial and Resources**

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

### **Contact Officer:**

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**Committee Name:** Mousehold Heath Conservators  
**Committee Date:** 21/01/2022  
**Report Title:** Management Subgroup Membership

**Report from:** Parks and open spaces manager

**Wards:** Crome/Catton Grove

## **OPEN PUBLIC ITEM**

### **Purpose**

To confirm the agreed membership of the management subgroup.

### **Recommendation:**

That the content of the report is noted and that the appointments to the management subgroup are formally approved.

### **Policy Framework**

The Council has three corporate priorities, which are:

- People living well
- Great neighbourhoods, housing and environment
- Inclusive economy

This report meets the great neighbourhoods, housing and environment corporate priority

## **Report Details**

1. At the meeting of the Mousehold Conservators on 23 July 2021, appointments were made to the management subgroup for the civic year.
2. The appointments were not recorded in the minutes of that meeting due to an oversight. This report therefore ensures that a formal record is made of these appointments.
3. At the meeting it was resolved to appoint to the following members to the management subgroup:  
  
Cllr Maxwell (chair)  
Cllr Sands (vice chair)  
Cllr Brociek-Coulton  
Cllr Champion  
Clare Cohen (Mousehold Heath Defenders)  
John Trevelyan (The Norwich Society)
4. The Conservators are asked to note and confirm these appointments for the current civic year.

## **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 2019-22 and Budget, and the Mousehold Conservators management objectives and budget.

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

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