



**NORWICH**  
City Council

## **MOUSEHOLD HEATH CONSERVATORS**

Date **Friday 20 June 2014**  
Time **2pm**  
Venue **Mancroft room, City Hall**

### **COMMITTEE MEMBERS:**

Councillor Ackroyd  
Councillor Barker  
Councillor Bradford  
Councillor Brociek-Coulton  
Councillor Gayton  
Councillor Jones  
Councillor Maxwell  
Councillor Little  
Councillor Price  
Margaret Bush, The Mousehold Heath  
Defenders  
Matthew Davies, The Norwich Fringe Project  
Chris Southgate, The Norwich Society

### **FOR FURTHER INFORMATION PLEASE CONTACT -**

Committee officer: Lucy Green  
Tel. No: 01603 212416  
E-mail: [lucygreen@norwich.gov.uk](mailto:lucygreen@norwich.gov.uk)

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## **AGENDA**

Page No:

### **1. Appointment of chair**

**Purpose** – To appoint the chair for the ensuing civic year.

### **2. Appointment of vice chair**

**Purpose** – To appoint the vice chair for the ensuing civic year.

### **3. Apologies**

### **4. Public questions**

**Purpose** - to receive questions from the public (notice to be given to the committee officer by 10am on the day before the meeting)

## 5. Declarations of interest

Page No:

(Please note that it is the responsibility of individual members to declare interest prior to an item if they arrive late for the meeting.)

## 6. Minutes

5

**Purpose** - to agree the accuracy of the minutes of the meeting held on 17 January 2014.

## 7. Provisional Outturn 2013/14

9

(Report of the head of finance)

**Purpose** - To advise the Conservators with a provisional revenue and capital outturn position for the Mousehold Heath Conservators budgets 2013/14.

## 8. Budget Monitoring Statement April – May 2014

15

(Report of the head of finance)

**Purpose** – To provide the Conservators with a budget monitoring position for the Mousehold Heath Conservators revenue budget 2014/15 and capital position.

## 9. Risk Planning

19

(Report of the head of local neighbourhood services)

**Purpose** - To seek approval for the revised risk plan for Mousehold Heath

## 10. Draft annual report

27

(Report of the head of local neighbourhood services)

**Purpose** – To ask the conservators to comment on and approve the draft annual report

## 11. Mousehold Heath update

59

(Report of the head of local neighbourhood services)

**Purpose** – To provide an update on issues and recent activities at Mousehold Heath

## 12. Management sub-group report - Mousehold Heath Conservators Subgroup notes

63

(Report of the head of local neighbourhood services)

**Purpose** - to update the Conservators on the work undertaken by the management sub group since the last meeting.

## 13. Push the pedalways

65

(Report of the head of city development services)

**Purpose** - To update the Conservators on the outcome of the public consultation into the Push the Pedalways project to create a cycling and walking route from Heartsease to the city centre via Mousehold Heath and seek endorsement for the proposed route elements prior to the submission of an application for planning permission and seeking the necessary highway consents.

#### **14. Date of next meeting**

**Purpose** - To approve the following meeting of the Conservators, to be held at City Hall at 2pm:

19 September 2014

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## MOUSEHOLD HEATH CONSERVATORS

**2:05pm to 3:35pm**

**17 January 2014**

Present: **COUNCILLORS BRADFORD (CHAIR), BARKER, MAXWELL, ACKROYD, HENDERSON, PRICE, THOMAS, CHRIS SOUTHGATE, MARGARET BUSH, LENNY STAMP.**

Apologies: Councillors Brociek-Coulton and Little

### **1. DECLARATIONS OF INTEREST**

No declarations of interest were made.

### **2. MINUTES**

**RESOLVED** to agree the accuracy of the minutes of the meeting held on 18 October 2014.

### **3. PUSH THE PEDALWAYS**

Ben Webster, design conservation and landscape manager, presented the report, summarising the options and evaluation criteria. He explained that whilst it was not possible to put an exact price on each design or option, firmer costs and designs could be produced once more development and consultation had taken place.

He went on to explain that there were some concerns regarding the left hand turn onto Barrack Street, saying that this felt counter-intuitive and that people may possibly turn right instead and find a way up Gurney Road.

Differences in gradient were discussed and Ben explained that route profiles had been produced to highlight the changes in gradient of each different option, adding that option one would allow for an incline over a relatively short distance.

Discussion took place regarding the use of Gurney Road as part of the route. It was felt that difficulties were likely to arise when trying to separate the footpath into a separate area to allow both bicycles and pedestrians to be able to use the footway. A further concern was that if cycles were heading down

Gurney Road using part of the footway, they were likely to pick up speed causing potential danger to pedestrians.

Margaret Bush that explained her reason for favouring a route involving Gurney Road was to avoid having more cycle tracks across the heath. She did not want further encouragement of cyclists onto the heath and as such voiced her opinion that a route using Beech Drive would be unsuitable.

It was then clarified that Beech Drive was still being used for access to soil storage. Ben Webster pointed out that using beach drive as part of the cycle route would allow access for the soil storage to be improved.

Councillor Maxwell explained that she did not like the Gurney Road option as it offered too much potential for accidents. She also felt that the Beech Drive option would create excellent opportunities for group cycling.

It was explained that a number of possibilities were being examined to incorporate the steps at the junction of Hassett Close and Mousehold Street. Designs had been commissioned offering different options:

- The original steps could be maintained with a ramp added.
- New steps could be constructed with integrated ramps.
- There could be a ramp only.

In response to a members question, Ben said that a little land from the area of Hassett Close upon which two houses had previously been demolished may be used in the construction of a new ramp. The aim, however, would be to use as a little of this land as possible to allow for building of future housing on the site. To this end a ground condition survey has been undertaken to assess the viability of having both the ramp and housing on the site.

Ben Webster explained that design standards used on cycle projects are taken from national guidelines (2008, 2012) although on this occasion it was not felt that the standards were specific enough. As such the planning department had begun working on a set of design standards. A manual was in development to provide proper guidance and standards throughout the city.

Margaret Bush stated that the defenders would be happier with a small encroachment due to expanding the pathway along Gurney Road, than taking the Beech Drive option. She also stated that using the Beech Drive option would necessitate putting in an additional pedestrian crossing along Gurney Road. To her this seemed superfluous as there was already a pedestrian crossing further along Gurney Road. Councillor Maxwell pointed out that people had already been petitioning the council for an additional crossing at Beech Drive across Gurney Road. David Bradford agreed that there was an appetite to pursue a pedestrian crossing at Beach Drive irrespective of the route of the cycle path.

It was agreed that the two options listed in the report would be taken forward for further exploration, subject to suggested additions.

#### **4. BUDGET MONITORING STATEMENT APRIL – DECEMBER 2013**

Mark Smith presented the report and answered a number of questions from members.

**RESOLVED** to note the report.

#### **5. BUDGET AND PRECEPT 2014-15**

Mark Smith presented the report and answered member's questions.

**RESOLVED** to;

- a) approve the budgets set out in Appendix A of the report; and
- b) To place a precept on Norwich City Council in the amount of £210,947 for the financial year beginning 1st April 2014

#### **6. MOUSEHOLD HEATH QUARTERLY ACTIVITY REPORT**

Bob Cronk presented. In response to a member's question he explained that the use of volunteers meant that the wardens could rely on them as a flexible resource. Once there is an agreed work plan for woodlands management, wardens can carry out some of this work with additional support from volunteers. Lenny stamp pointed out that woodland management work carried a high risk. As such the kind of work volunteers could be involved with would likely be manual handling once tree cutting had taken place. A councillor suggested speaking to Easton College in terms of gaining volunteers. It was noted that these students would have the skills necessary to assist in the woodland management work. Cllr Bradford agreed, suggesting that it would be good to encourage direct links with the college. It was agreed that it would be worthwhile talking to Paul Holly and to bring ideas to the management subgroup meeting.

Bob Cronk went on to explain that signage on the heath would be in a consistent style which would combine elements of work being carried out by David Robertson and the city council's own communications style guide.

#### **7. ANNUAL WORK PROGRAMME 2014-15**

Lenny stamp presented. He said that the heath wardens had carried out excellent work in clearing fallen branches and trees following the recent storms.

He stated that the softwood posts on the pitch and putt green were to be replaced with oak. This would mean the items could then last 25 to 30 years.

Lenny pointed out that neighbourhood offices would be able to contact the contract officers directly to chase up anything which they felt had not been completed within the contract.

The loan of the Mottram memorial plaque was then discussed. Cllr Bradford explained that he had completed paperwork to allow the item to be tracked and that it was to be loaned to the Norwich Museum at the Bridewell.

Bob Cronk mentioned that Councillor Brociek-Coulton had emailed. She had discussed working with the defenders on the Mousehold fair and requested whether or not the conservators would be able to donate £100. It was agreed that this donation would be made.

#### **8. DATE OF NEXT MEETING**

**RESOLVED** to agree that the next meeting of the Conservators, to be held at City Hall at 2pm will be on 20 June 2014

CHAIR



## Report for Information

**Report to** Mousehold Heath Conservators  
20 June 2014

**Item**

**Report of** Chief Finance Officer

**7**

**Subject** Provisional Outturn 2013/14

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### **Purpose**

To advise the Conservators with a provisional revenue and capital outturn position for the Mousehold Heath Conservators budgets 2013/14.

### **Recommendations**

That the Conservators note the provisional revenue and capital outturn positions.

### **Financial Consequences**

This report states the provisional outturn position for Mousehold Heath Conservators, and the financial consequences are analysed within the body of the report.

### **Strategic Objective/Service Priorities**

The report helps to achieve the council's corporate objective to achieve strong financial management and stability, together with the service plan priority to improve Budget Preparation, Balancing and Monitoring to provide members (and officers) with relevant accurate and timely financial information to assist them in formulating policy and allocating resources, and to enable the council's Chief Finance Officer to exercise the additional statutory responsibilities contained in the Local Government Act 2003, i.e. to advise on the robustness of estimates and adequacy of reserves, and to monitor performance against budget.

### **Contact Officers**

Mark Smith (Finance Control Manager)

01603 212561

### **Background Documents**

None

## Report

1. The Conservators have requested that budget reports be brought to their meetings on a regular basis. Budget monitoring has been undertaken at the end of each month, and reported to Conservators quarterly.

## Revenue

2. Appendix A details the provisional revenue outturn for Mousehold Heath as at the end of 2013/14, and comparison of the provisional outturn against the annual budget. The previously reported (December) forecast figures are also provided for information, with the variance against the actual provisional outturn. Where appropriate, explanations for variances are given in paragraph 3 below.
3. The letters preceding the explanation below cross reference with the corresponding letter in the comments column of Appendix A.
  - A. Entries totalling £11.9k shown for FRS17/IAS19 adjustments, depreciation, and impairment are technical adjustments required to comply with International Financial Reporting Standards but which do not impact on the council tax (precept) requirement. As such, they are omitted from the calculation of the Conservators' balances. These entries are not budgeted for as they cannot be accurately estimated.
  - B. The employee costs provisional outturn is an underspend of £2.3k, possibly reflecting an overprovision for seasonal working.
  - C. The provisional outturn for the various works budgets is an overspend of £12.8k, owing to:
    - £4.8k of additional unbudgeted heathland work forming part of the Higher level stewardship agreement which is funded by unbudgeted grant from the Rural Payments Agency
    - higher than expected costs for works to Britannia Barracks car park
    - the replacement of four benches at short notice
  - D. Support service costs and other recharges (including for the wardens' occupation of Heathgate) shows a provisional outturn of a £4.1k underspend, due to lower levels of costs being recharged from support service providers.
  - E. Income shows an overall budget surplus of £9.7k, made up of £10.7k unbudgeted grant income from the Rural Payments Agency and £1.0k shortfall in budgeted football pitch income.
4. Overall the budget report shows an overspend of £8.6k against the precept. However, in the calculation of the surplus or deficit attributable to Conservator's balances, the adjustments referred to in note A above need to be applied to the actual expenditure & income incurred of £211k, leaving an underspend of £3.2k.
5. The revenue surplus/deficit attributable to Conservators' balances can be summarised as:

Item	2013/14 £
Provisional outturn as report	209,478
Less: Depreciation & Impairment (note A)	-14,182
Less: FRS17/IAS19 (note A)	2,328
<b>= Net Revenue 2013/14</b>	<b>197,624</b>
Less: Precept 2013/14	(200,871)
<b>= Surplus/Deficit 2013/14</b>	<b>(3,247)</b>

## Balances

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

Item	2013/14 £
Balance brought forward from 2012/13	(10,206)
Plus: Revenue surplus 2013/14	(3,247)
Less: Pension costs - 2 <sup>nd</sup> of 10 instalments	2,808
<b>Balance c/f to 2014/15</b>	<b>(10,645)</b>

8. This level of balances is not unreasonable in the light of the turnover and risk profile of the Conservators' budget and precept, and is not inconsistent with the £9,403 level of balances anticipated by Conservators when setting the precept for 2014/15 at their meeting of 17 January 2014.
9. Conservators, when considering their precept for 2015/16, will no doubt wish to review the then anticipated budget and risk profile and assess whether the precept should provide for any (small) increase or decrease on the balances.

## Capital

10. The position on capital is as follows:

Item	£
Rangers House balance b/f	- £118,767
Changing Rooms spend 2013/14	£0
Mottram Memorial spend 2013/14	£0
Balance of receipts c/f	- £118,767

## Summary

11. The Conservators' financial position at the end of the 2013/14 financial year appears satisfactory, in that it is not inconsistent with the financial planning, budgets, and precept for 2014/15.
12. To maintain this position for the current and future financial years, Conservators will need to continue to keep a firm grasp of income and expenditure and ensure that the level of future precepts takes account of the need to maintain a prudent minimum level of reserves and the future impact of the remaining instalments of the pension deficit costs.

Budget Monitoring Report			Year: 2013/14			Period 13 (EOY)		
<b>421020</b>	<b>Mousehold Heath Conservators</b>					<b>Neighbourhood Services</b>		
<i>Approved Budget</i>	<i>Current Budget</i>		<i>Budget To Date</i>	<i>Actual To Date</i>	<i>Variance To Date</i>	<i>Forecast Outturn</i>	<i>Forecast Variance</i>	<i>Note</i>
		<b>EXPENDITURE</b>						
		<b>Employees</b>						
63,724	64,361	1405 Salaries Full Time	64,361	61,231	-3,130	64,898	3,667	
7,147	7,218	1406 Salaries Employer PF Contrib'ns	7,218	8,337	1,119	8,724	387	
473	473	1990 Employee/Liability Insurance	473	205	-268	473	268	
<b>71,344</b>	<b>72,052</b>	<b>Subtotal Employees</b>	<b>72,052</b>	<b>69,773</b>	<b>-2,279</b>	<b>74,095</b>	<b>4,322</b>	B
		<b>Premises</b>						
5,615	5,615	2100 General Repairs & Maintenance	5,615	4,779	-836	2,880	-2,735	C
0	0	P100 Programmed Maint (ES/Prop Grp)	0	488	488	0	-488	C
14,000	14,000	R100 Day to Day Reps (ES/Prop Grp)	14,000	22,399	8,399	14,000	-8,399	C
0	0	T100 Day to Day Repairs (Tenants)	0	0	0	0	0	C
2,000	2,000	2600 Grounds General Mtce & Upkeep	2,000	5,841	3,841	0	-5,841	C
72,054	72,054	2651 Grounds Maintenance contract	72,054	72,054	0	72,054	0	C
0	0	2653 Schedule of Rates/Dayw orks	0	160	160	320	160	C
4,497	4,497	2655 Treew orks	4,497	5,232	735	4,497	-735	C
598	598	2810 Electricity	598	1,066	468	1,061	-5	
750	750	2850 Water Charges Unmetered	750	23	-727	0	-23	
750	750	2853 Sew erage Charge Metered	750	0	-750	0	0	
5,758	5,758	2875 Contract Cleaning	5,758	5,453	-305	5,758	305	
0	0	2900 Fire Insurance Buildings/Conts	0	19	19	0	-19	
<b>106,022</b>	<b>106,022</b>	<b>Subtotal Premises</b>	<b>106,022</b>	<b>117,514</b>	<b>11,492</b>	<b>100,570</b>	<b>-17,780</b>	
		<b>Transport</b>						
1,260	1,260	3080 Car and Cycle Allow ances	1,260	1,279	19	1,209	-70	
<b>1,260</b>	<b>1,260</b>	<b>Subtotal Transport</b>	<b>1,260</b>	<b>1,279</b>	<b>19</b>	<b>1,209</b>	<b>-70</b>	
		<b>Supplies &amp; Services</b>						
450	450	3370 Equipment - Purchase	450	479	29	532	53	
450	450	3371 Equipment - Repairs/Maintenance	450	470	20	500	30	
290	290	3399 Stationery Recharges	290	0	-290	0	0	
190	190	3550 Clothing and Uniforms General	190	331	141	234	-97	
300	300	3570 DPP Printing Costs	300	0	-300	0	0	
100	100	3710 Telephones General	100	0	-100	0	0	
190	190	3715 Mobile Phone Rentals & Calls	190	108	-82	0	-108	
0	0	3901 Insurances Other	0	277	277	0	-277	
960	960	3910 Advertising General	960	1,073	113	437	-523	
<b>2,930</b>	<b>2,930</b>	<b>Subtotal Supplies &amp; Services</b>	<b>2,930</b>	<b>2,738</b>	<b>-192</b>	<b>1,703</b>	<b>-922</b>	
		<b>Capital Charges</b>						
3,250	3,250	5701 Depreciation (Operational Assets)	3,250	1,794	-1,456	3,250	1,456	A
0	0	5702 Impairment (Operational Assets)	0	12,388	12,388	0	-12,388	A
-14,639	-14,639	9722 Contrib from Deferred Reserve Acct	-14,639	0	14,639	0	0	
<b>-11,389</b>	<b>-11,389</b>	<b>Subtotal Capital Charges</b>	<b>-11,389</b>	<b>14,182</b>	<b>25,571</b>	<b>3,250</b>	<b>-10,932</b>	
<b>170,167</b>	<b>170,875</b>	<b>Subtotal EXPENDITURE</b>	<b>170,875</b>	<b>205,486</b>	<b>34,611</b>	<b>180,827</b>	<b>-25,382</b>	
		<b>INCOME</b>						
		<b>Receipts</b>						
0	0	7824 Non-Gov't Grants & Cont's: Specific	0	0	0	-500	-500	
0	0	7097 Government Grants: Specific	0	-10,695	-10,695	-1,035	9,660	E
-3,000	-3,000	8123 Football	-3,000	-1,956	1,044	0	1,956	E
-13,000	-13,000	9039 Other Rents	-13,000	-13,000	0	-13,000	0	
-1,800	-1,800	9132 Catering Concessn Pttch & Putt	-1,800	-1,800	0	-1,800	0	
<b>-17,800</b>	<b>-17,800</b>	<b>Subtotal Receipts</b>	<b>-17,800</b>	<b>-27,451</b>	<b>-9,651</b>	<b>-16,335</b>	<b>11,116</b>	
<b>-17,800</b>	<b>-17,800</b>	<b>Subtotal INCOME</b>	<b>-17,800</b>	<b>-27,451</b>	<b>-9,651</b>	<b>-16,335</b>	<b>11,116</b>	
		<b>INDIRECT</b>						
		<b>Recharge Expenditure</b>						
3,439	3,439	1935 Pension Added Years share	3,439	3,469	30	3,439	-30	D
4,570	4,570	1939 Pension Deficit Recovery share	4,570	4,573	3	0	-4,573	D
0	0	1948 FRS17/IAS 19 Adjustment	0	-2,328	-2,328	4,573	6,901	A
4,413	4,413	4040 CDS IT Services Recharge	4,413	2,897	-1,516	4,413	1,516	D
4,340	4,340	5022 CDS HR Services Recharge	4,340	3,800	-540	4,340	540	D
3,034	1,597	5024 Property Services Recharge	1,597	1,377	-220	4,106	2,729	D
6,894	6,894	5026 CDS Finance Services Recharge	6,894	6,205	-689	6,894	689	D
5,908	5,908	5044 CDS Management Support	5,908	5,934	26	5,908	-26	D
1,672	1,672	5047 CDS Comms + Research Recharge	1,672	1,545	-127	1,672	127	D
5,087	5,087	5097 Recharge from AHOs/One Stop Shops	5,087	3,971	-1,116	5,087	1,116	D
<b>39,357</b>	<b>37,920</b>	<b>Subtotal Recharge Expenditure</b>	<b>37,920</b>	<b>31,443</b>	<b>-6,477</b>	<b>40,432</b>	<b>8,989</b>	
<b>39,357</b>	<b>37,920</b>	<b>Subtotal INDIRECT</b>	<b>37,920</b>	<b>31,443</b>	<b>-6,477</b>	<b>40,432</b>	<b>8,989</b>	
<b>191,724</b>	<b>190,995</b>	<b>Total Mousehold Heath Conservators</b>	<b>190,995</b>	<b>209,478</b>	<b>18,483</b>	<b>204,924</b>	<b>-5,277</b>	



## Report for Information

**Report to** Mousehold Heath Conservators  
20 June 2014

**Item**  
**8**

**Report of** Chief Finance Officer

**Subject** Budget Monitoring Statement April – May 2014

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### **Purpose**

To provide the Conservators with a budget monitoring position for the Mousehold Heath Conservators revenue budget 2014/15 and capital position.

### **Recommendations**

That the Conservators note the current budget monitoring position

### **Financial Consequences**

This report states the budgetary position for Mousehold Heath and as such there are no additional financial consequences to this report for 2014/15.

### **Strategic Objective/Service Priorities**

The report helps to achieve the corporate objective to achieve strong financial management and stability, together with the service plan priority to improve Budget Preparation, Balancing and Monitoring to provide members (and officers) with relevant accurate and timely financial information to assist them in formulating policy and allocating resources, and to enable the Head of Finance to exercise the additional statutory responsibilities contained in the Local Government Act 2003, i.e. to advise on the robustness of estimates and adequacy of reserves, and to monitor performance against budget.

### **Contact Officers**

Mark Smith (Finance Control Manager)

01603 212561

### **Background Documents**

Working papers

## Report

1. Conservators approved a budget and precept for financial year 2014/15 of £210,904 at their meeting of 17 January 2014.
2. The Conservators have requested that budget reports be brought to their meetings on a regular basis. Budget monitoring is undertaken at the end of each month and Appendix A details the financial position for Mousehold Heath as at the end of May 2014, and comparison of the expected out turn to the annual budget. Where appropriate, explanations for variances are given in paragraph 2 below.
3. The letters preceding the explanation below cross reference with the corresponding letter in the comments column of Appendix A.
  - A. Depreciation is budgeted for but does not impact on balances, since it is reversed out of the revenue accounts. Impairments and IAS 19 Pension charges are not budgeted for, but again do not impact on balances, since they is reversed out of the revenue accounts.
  - B. The salary forecast outturn shown is for a £3.7k underspend, based on actual spend to date. It is likely that this forecast underspend will reduce in future months owing to seasonal work.
  - C. Works costs will be more accurately forecast once the impact of year-end accruals has worn off, and a lengthier period of actual charges is available to project from.
  - D. The expected income from football pitches is not yet being allocated directly to Mousehold, but is included in the forecast. The budgeted grant income has also not yet been received, but is included in the forecast.
  - E. Support service costs and other recharges will be processed later in the year. The forecast outturn reflects an expectation that recharges will match budgets.
4. Overall the budget shows a forecast underspend of £4,051. Because budget move during the course of the year, to reflect virements and changes in anticipated overheads, and because some budget items (e.g., depreciation) do not impact on the conservators' balances, this figure does not compare directly with the precept figure.
5. The impact of the precept and forecast 2014/15 budget monitoring position (adjusted to neutralise the impact of budget and accounting adjustments described above) on the Mousehold Heath balances are as follows:

Provisional balance brought forward from 2013/14	-£10,646
Precept 2014/15	-£210,907
Forecast Outturn 2014/15	£208,334
Less: Accounting Items AIS19 and Depreciation	£0
Less: 3rd instalment of Pension Deficit costs	£2,808
Forecast balance to be carried forward to 2015/16	-£10,411
Movement in Year	£235



6. The position on capital is as follows, with no spend in 2014/15 to date or budgeted:

Rangers House receipt brought forward	- £118,767
Changing Rooms spend 2014/15	£0
Mottram Memorial spend 2014/15 <a href="#">981040-6102-5321</a>	£0
Balance of receipts	- £118,767

7. The costs of the refurbishment and repair works to the Pavillion have not yet been charged to the Mousehold budgets.

## 8. Appendix A

Budget Monitoring Report			Year: 2014/15			Period 02 (May)		
<b>421020</b>	<b>Mousehold Heath Conservators</b>					<b>Neighbourhood Services</b>		
Approved Budget	Current Budget		Budget To Date	Actual To Date	Variance To Date	Forecast Outturn	Forecast Variance	Note
		<b>EXPENDITURE</b>						
		<b>Employees</b>						
65,925	65,925	1405 Salaries Full Time	10,988	10,246	-742	61,473	-4,452	
7,536	7,536	1406 Salaries Employer PF Contrib'ns	1,256	1,385	129	8,310	774	
1,045	1,045	1990 Employee/Liability Insurance	0	0	0	1,045	0	
<b>74,506</b>	<b>74,506</b>	<b>Subtotal Employees</b>	<b>12,244</b>	<b>11,631</b>	<b>-613</b>	<b>70,828</b>	<b>-3,678</b>	<b>B</b>
		<b>Premises</b>						
4,000	4,000	2100 General Repairs & Maintenance	666	150	-516	900	-3,100	C
14,000	14,000	R100 Day to Day Reps (ES/Prop Grp)	2,334	-250	-2,584	14,000	0	C
2,000	2,000	2600 Grounds General Mtce & Upkeep	334	0	-334	0	-2,000	C
75,855	75,855	2651 Grounds Maintenance contract	12,642	13,282	640	79,693	3,838	C
4,239	4,239	2655 Treeworks	706	742	36	4,454	215	C
598	598	2810 Electricity	100	273	173	1,636	1,038	
750	750	2850 Water Charges Unmetered	126	0	-126	0	-750	
750	750	2853 Sewerage Charge Metered	126	0	-126	0	-750	
6,238	6,238	2875 Contract Cleaning	1,040	1,298	258	7,785	1,547	
<b>108,430</b>	<b>108,430</b>	<b>Subtotal Premises</b>	<b>18,074</b>	<b>15,495</b>	<b>-2,579</b>	<b>108,468</b>	<b>38</b>	
		<b>Transport</b>						
1,260	1,260	3080 Car and Cycle Allowances	210	109	-101	656	-604	
<b>1,260</b>	<b>1,260</b>	<b>Subtotal Transport</b>	<b>210</b>	<b>109</b>	<b>-101</b>	<b>656</b>	<b>-604</b>	
		<b>Supplies &amp; Services</b>						
450	450	3370 Equipment - Purchase	76	0	-76	0	-450	
450	450	3371 Equipment - Repairs/Maintenance	76	0	-76	0	-450	
290	290	3399 Stationery Recharges	48	0	-48	0	-290	
190	190	3550 Clothing and Uniforms General	32	0	-32	0	-190	
300	300	3570 DPP Printing Costs	50	0	-50	0	-300	
100	100	3710 Telephones General	0	0	0	0	-100	
190	190	3715 Mobile Phone Rentals & Calls	32	0	-32	0	-190	
960	960	3910 Advertising General	160	480	320	2,880	1,920	
<b>2,930</b>	<b>2,930</b>	<b>Subtotal Supplies &amp; Services</b>	<b>474</b>	<b>480</b>	<b>6</b>	<b>2,880</b>	<b>-50</b>	
		<b>Capital Charges</b>						
3,250	3,250	5701 Depreciation (Operational Assets)	0	0	0	3,250	0	A
<b>3,250</b>	<b>3,250</b>	<b>Subtotal Capital Charges</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,250</b>	<b>0</b>	
<b>190,376</b>	<b>190,376</b>	<b>Subtotal EXPENDITURE</b>	<b>31,002</b>	<b>27,715</b>	<b>-3,287</b>	<b>186,082</b>	<b>-4,294</b>	
		<b>INCOME</b>						
		<b>Receipts</b>						
0	0	7097 Government Grants: Specific	0	55	55	330	330	
-2,070	-2,070	7099 Government Grants: Non-Specific	-346	0	346	-2,070	0	D
-3,000	-3,000	8123 Football	-500	0	500	-3,000	0	D
-13,000	-13,000	9039 Other Rents	-2,166	-3,250	-1,084	-13,000	0	
-1,800	-1,800	9132 Catering Concessn Pitch & Putt	-300	-450	-150	-1,800	0	
<b>-19,870</b>	<b>-19,870</b>	<b>Subtotal Receipts</b>	<b>-3,312</b>	<b>-3,645</b>	<b>-333</b>	<b>-19,540</b>	<b>330</b>	
<b>-19,870</b>	<b>-19,870</b>	<b>Subtotal INCOME</b>	<b>-3,312</b>	<b>-3,645</b>	<b>-333</b>	<b>-19,540</b>	<b>330</b>	
		<b>INDIRECT</b>						
		<b>Recharge Expenditure</b>						
4,108	4,108	1935 Pension Added Years share	684	0	-684	4,108	0	E
6,095	6,095	1939 Pension Deficit Recovery share	1,016	0	-1,016	6,095	0	E
4,426	4,426	4040 CDS IT Services Recharge	0	0	0	4,426	0	E
5,147	5,133	5022 CDS HR Services Recharge	0	0	0	5,133	0	E
1,814	1,814	5024 Property Services Recharge	302	0	-302	1,814	0	E
7,258	7,487	5026 CDS Finance Services Recharge	0	0	0	7,487	0	E
6,036	6,221	5044 CDS Management Support	0	0	0	6,221	0	E
1,388	1,508	5047 CDS Comms + Research Recharge	0	0	0	1,508	0	E
5,087	5,087	5097 Recharge from AHOs/One Stop Shops	848	0	-848	5,000	-87	E
<b>41,359</b>	<b>41,879</b>	<b>Subtotal Recharge Expenditure</b>	<b>2,850</b>	<b>0</b>	<b>-2,850</b>	<b>41,792</b>	<b>-87</b>	
<b>41,359</b>	<b>41,879</b>	<b>Subtotal INDIRECT</b>	<b>2,850</b>	<b>0</b>	<b>-2,850</b>	<b>41,792</b>	<b>-87</b>	
<b>211,865</b>	<b>212,385</b>	<b>Total Mousehold Heath Conservators</b>	<b>30,540</b>	<b>24,070</b>	<b>-6,470</b>	<b>208,334</b>	<b>-4,051</b>	

**Report to** Mousehold Heath conservators  
20 June 2014  
**Report of** Head of local neighbourhood services  
**Subject** Risk planning

**Item**  
  
**9**

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**Purpose**

To seek approval for the revised risk plan for Mousehold Heath

**Recommendation**

To comment on and approve the Mousehold Heath risk plan.

**Corporate and service priorities**

The report helps to meet the corporate priority a safe and clean city and the service plan priority to support the work of the Mousehold heath Conservators.

**Financial implications**

The financial implications arising from this report will be met from approved budgetary provision or contingency held by the Conservators for this purpose.

Ward/s: All wards

Cabinet member: Councillor Driver – Neighbourhoods and community safety

**Contact officers**

Bob Cronk, Head of local neighbourhood services	01603 212373
Nigel Hales, Mousehold Warden	01603 213310
Will Stewart, Mousehold Warden	01603 212330

**Background documents**

None

## Report

1. In 2011, the Mousehold Conservators endorsed a risk plan for Mousehold heath.
2. The purpose of this report was to define the risks and the implications of these for Mousehold heath and the Conservators. The report recognised that whilst the Conservators, have a general duty under the act to maintain and preserve the heath, set and oversee the management plan and priorities for the heath, the activity is discharged through the city Council allowing the Conservators to work under the umbrella and policy framework of the Council including that for risk management.
3. Day to day monitoring of the plan is carried out by the Mousehold Wardens with any issues arising from the plan discussed through the management sub group.

### Developing the revised plan

4. The management sub-group have recently reviewed the plan which is now presented to the Conservators for comment and approval.
5. Officers have reviewed the plan which is included in appendix 1. Amendments are included in italics.
6. The areas that were looked at included finance, site and asset management, staffing and project management.
7. Conservators are asked to comment on the revised plan and once it is finalised, request officers keep the plan under regular review and that an annual review is reported to the Conservators at the June meeting each year.

**Risk evaluation and mitigation**

The Mousehold Heath Conservators face risks that may prevent them from achieving what they set out to deliver. By identifying these in advance, the Conservators can take steps to mitigate these and be prepared should they occur.

**Risk to site**

Ref	Risk	Likelihood		Impact		Score		Mitigation
		Now	Target	Now	Target	Now	Target	Actions to reduce risk
	Fire damage to heath	4		3		12		<p>Continue active management of heathland to reduce amounts of old, flammable vegetation.</p> <p>Remove arisings &amp; previously burnt vegetation to reduce further fire risk.</p> <p>Continue education campaign, especially in local schools with Fire service and Safer Schools Officers along with on site signage and patrolling.</p> <p>Continue to manage and open up fire tender access routes on advice of the Fire Service.</p>
	Storm damage to trees	3		3		9		<p>Review potential for Mousehold to be entered into Woodland Grant Scheme (WGS) to fund large scale management work to improve woodland structure.</p> <p>Be more pro-active in identifying and managing trees most likely to be at risk.</p> <p><i>Mousehold Heath Wardens to ensure practical works to make trees safe are undertaken.</i></p> <p>An annual risk assessment on main public footpaths, main roads and emergency access routes is undertaken</p>
	<i>Tree disease</i>							<i>Monitor any issues of tree disease</i>

## Risks to the public

Ref	Risk	Likelihood		Impact		Score		Mitigation
		Now	Target	Now	Target	Now	Target	Actions to reduce risk
	Trips and falls on footpaths and other areas of the heath due to roots and other hazards	4		2		8		Regularly inspect footpaths for obvious hazards & take action where practicable. Mousehold Heath Wardens to monitor the site for trip hazards, and respond to reports about possible hazards from members of the public, and take action where necessary.
	Injury to member of the public from cycles or motor bikes	3		3		9		<p><i>Monitor, contain and divert inappropriate cycle use on the heath</i></p> <p>Work with police, n'hood wardens etc to target motorcycling on site &amp; improve response times to catch offenders.</p> <p>Continue Mousehold Heath Warden patrols, especially during summer evenings and weekends.</p>
	<i>Increased cycling on the heath as a consequence of new cycle routes being developed</i>							<i>Monitor cycle use and if having a negative impact report remedial actions to the Conservators</i>
	Impact on heath if there is a reduction in volunteers	2		6		12		<p>Recruitment campaign by Mousehold wardens to encourage new volunteers.</p> <p>Review other options for carrying out management work, e.g. more equipment or increased use of specialist contractors.</p> <p>Continue to fund BTCV and Community Green Gym groups on the heath.</p>

	Failure to achieve contract specification	3		3		9		Increase liaison with <i>contract development officers, the council's contractors</i> & monitoring of their work. Ensure contract defaults are reported to the Contractors
	<i>Deterioration of assets due to wear and tear and vandalism</i>	4		3		12		<i>Prepare and maintain an up to date asset register for Mousehold Heath</i>  <i>Carry out annual inspection of assets &amp; identify if repair or replacement or other action is required such as the provision of educational information</i>  <i>Ensure appropriate budgetary provision is in place to undertake remedial works or repairs</i>

## Finance

Ref	Risk	Likelihood		Impact		Score		Mitigation
		Now	Target	Now	Target	Now	Target	Actions to reduce risk
	Ensure expenditure and income is to budget	3		3		9		<p>Monthly monitoring of spend against budget.</p> <p>Provide quarterly budget reporting to Conservators</p>
	Unexpected management costs and repair bills due to vandalism, storm and fire damage	3		3		9		<p>Continue active vegetation management work to reduce storm &amp; fire risks.</p> <p>Encourage all site users to report vandalism &amp; other ASB.</p> <p>Ensure that repairs are carried out quickly &amp; effectively to limit further damage &amp; costs.</p> <p><i>Retain balances in the region of 5% of expenditure to act as a contingency budget</i></p>
	Reduction in public sector funding	4		3		12		<p>Continue &amp; expand existing policies of using volunteers, specialist contractors &amp; the M'hold wardens where they can undertake works at lower cost than the regular contractors.</p> <p>Increase efforts to secure external funding, e.g. WGS, Lottery, Landfill Tax etc.</p> <p>Maintain flexibility of contractor provision and volunteer mechanism to achieve the objectives in the management plan</p>



## Systems and business management

Ref	Risk	Likelihood		Impact		Score		Mitigation
		Now	Target	Now	Target	Now	Target	Actions to reduce risk
	Work plans and projects not completed	2		2		4		<p>Prepare and report to the Conservators on an annual basis for agreement, a programme works which has action owners and budget provision</p> <p>Proposals for major projects to be reported to the Conservators for approval</p> <p>Clear project plans are in place with clear roles and responsibilities, milestones and are monitored through individual work plans at 1-1's and 6 monthly appraisals</p>
	Poor volunteer involvement and retention	2		2		4		<p>Ensure that regular contact is maintained with volunteers &amp; other site users</p> <p>Ensure volunteers are aware of the management plan and annual work programme and the importance of the work they are undertaking</p> <p>The Conservators recognise the value of the work undertaken by volunteers</p>
	Staff time lost due to sickness absence	4	3	3	3	12	9	Ensure that staff are listened to, adequately resourced & continue to receive effective support from management
	Insufficient staff resources to deliver corporate and service priorities	2		3		6		Clear project plans with milestones, clear roles and responsibilities, and monitored with teams through individual works plans at 1-1's and 6 monthly appraisals



# Mousehold Heath Conservators

**Draft** annual report 2013 to 2014



**NORWICH**  
City Council

## **Mousehold annual report 2013 to 2014 (draft)**

### **Forward**

*To be drafted*

Cllr David Bradford  
Chair – Mousehold Heath Conservators

### **Introduction**

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 church to look after on behalf of the citizens of Norwich.

This was officially recorded in 1884 by Parliament in an agreement called the Mousehold Heath Confirmation Act; 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.

Finances to organise and carry out management works on the heath are provided from the Conservators budget precept on Norwich City Council. The precept is set in January each year for the following financial year, together with the annual programme of works.

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.

### **Work programme activity**

After a number of public consultations, a new management plan was agreed by the Mousehold Heath Conservators in 2008. The plan was updated in 2013 and guides the future management of the site.

The two key management aims for Mousehold Heath are to: ensure that the area is managed effectively as possible to maintain and enhance its wildlife and historic value; promote and enhance people's access to, and enjoyment of the site.

### **Heathland management**

Low land heathland is a scarce and threatened habitat and only a sixth of the heathland that was present in England in 1800 now remains. However, Britain

still has 20% of the world's total area of heathland and this makes it important to conserve the existing heathland, and look for opportunities to extend them.

Similar declines have been seen in acid grassland habitat. Both of these habitats that can be found on the site have a high number of scarce and threatened species associated with them.

One of the objectives in the management plan, which is identified as a priority, is to address the reduction of open heathland and acid grassland across the site which has seen a large reduction in the last 40 years and now covers less than 10%.

The Mousehold Conservators have secured grant funding from Natural England's Higher Level Stewardship Scheme (HLS), to restore and conserve areas of heathland and acid grassland. Presently, large areas of heathland on the site are in poor condition. The HLS 'restoration of lowland heath' option is aimed at restoration of important biodiversity action plan habitats that are not currently in good/favourable condition. This grant is being paid over a ten year period to support the implementation of management plan objectives 7.1 and 8.1.

Year two of the agreement has seen additional investment in restoring heathland/grassland areas (see map 1) by removing scrub, grinding stumps and stripping humus and chippings from the ground, allowing heather seeds in the seed bank a chance to grow. A specialist conservation management contractor, under the supervision of the Mousehold wardens(MOUSEHOLD WARDENS), successfully completed the works as part of the HLS agreement.

The last of the capital works will be completed during the autumn and winter of 2014, followed by the ongoing conservation and improvement of existing areas.

A Natural England Lead Advisor, who is overseeing the agreement, recently visited the site and said that he is pleased with the progress of the works to date.

**Map 1: showing existing and restored areas of heathland in 2013/14.**



Before works





After works





### **Community wildlife pond**

During 2013, a new community wildlife pond was completed to increase biodiversity and the enjoyment of the site and specifically, to help aquatic flora and fauna establish and to provide a pond dipping resource for local school groups.

This year the pond was planted with aquatic plants and the surrounding area sown with a wildflower mix of seeds by volunteers, to encourage a nectar source for insects. This year frogs were seen spawning for the first time!

### **Connect 2 and Push the Pedalways**

Connect 2, is a programme of improvements across the City to improve access for cycling to the public. A section of Mousehold was included in this project reinstating the hard surface from Heartsease Lane through Valley Drive onto Gurney Road extending to Gilman Road, making it a high-quality, safe route that can be ridden confidently by everyone.

As can be seen in the photo below, vegetation management works were needed to open up the route along Valley Drive, before the installation of the hard surface and the clearing of overhanging branches by volunteers along Gurney Road.

Valley Drive





## Gurney Road



Push the Pedalways is part of our long-term plan to improve the design of routes that form the Norwich cycle network (launched last June) and follows on from the successful 'Connect 2' project.

This programme provides improvements to the eight-mile "pink pedalway" and the connections leading to and from it. This is one of seven routes in the Norwich cycle network and crosses the city from the Norfolk & Norwich University Hospital and UEA, through the city centre, to Heartsease and Broadland, between 2013 and 2015, the streets, paths and junctions along the pink pedalway will be redesigned in consultation with the public

Throughout the implementation of the programme, the Mousehold Conservators will be working with Norfolk County, Broadland and South Norfolk councils, as well as the NHS and other local partners.

Get in touch by emailing [pedalways@norwich.gov.uk](mailto:pedalways@norwich.gov.uk) or follow @NorwichCC on twitter, #pedalways or take a look at the information leaflet on the council's web page for more about the project.

## Tree Management





Due to the high winds and wet conditions experienced in the early part of the year, an above average number of tree works were carried out by the Mousehold wardens to clear damaged or dangerous trees.

A total of 114 potentially dangerous trees and branches have been made safe, cut up and cleared by the Mousehold wardens. Due to the age and structure of the scrub and secondary woodland, there has been, and will continue to be, an increase in tree management required, especially adjacent to highways and paths. The Mousehold wardens have recently implemented a new tree inspection survey, which takes a pro-active approach and tackles the ongoing need for continued tree inspection and management in high amenity areas.



### Other Projects and activities

- **The University of East Anglia - Big Norwich Bat Project.** The project, run by the University of East Anglia (UEA) in collaboration with the Norwich Bat Group and BTO, uses the latest recording technology to survey bat species and activity across the city with the help of willing local volunteers. The study, which is in its second year, aims to improve understanding of the factors influencing the distribution and abundance of different bat species. It is also hoped the project will

promote interest and awareness of bats in the Norwich area. The site has been used on a number of occasions for surveys.

- **Infrastructure renewals** – The first stage of bollard replacement took place at the Pitch and Putt car park along with the soil bank being re-profiled to secure encroachment by vehicles. Surface re-grading works were also carried out at the public car park in front of the pavilion, Gurney Road.
- **Pavilion maintenance works**  
This year, general repair works to the roof of the pavilion needed to be carried out and were completed on time.
- **Annual report** – An invitation to the launch of the annual report was sent to all partners in recognition for all the hard work and dedication they had shown over this past year 2013-14 in supporting the implementation of the Mousehold Heath management plan, including, the completion of surveys, heathland restoration and conservation tasks, guided walks, litter picks, educational projects, recording and the raising of funds.



- **Armistice Day** - An Armistice Day ceremony of remembrance, at the Airmen's Memorial, Gurney Road, was organised by the Mousehold Heath Defenders on 11<sup>th</sup> November 2013. The Mousehold Heath Defenders also organised a Winter Solstice celebration.
- **Guided walks** – a record number of guided walks were organised for specific groups and members of the community and led by the Mousehold wardens and local naturalists throughout the year. These included walks for the George Borrow Society, Ludham Ladies Walking Group, Natural England Norfolk and Suffolk Team, Norwich



Garden's for Wildlife Group and RSPB Strumpshaw team and volunteers. A total of 73 people attended these events.

- **Summer Walks Programme** - to increase involvement, understanding and enjoyment of the site, another successful summer guided walks programme was organised by the Mousehold wardens. 11 walks took place, including a bat, fungi, butterfly, community wildlife watch and 5 moth survey evenings, attracting 106 members of the community.
- **Norwich HEART Heritage Weekend Walks** – an additional Geo diversity walk, superbly led by Tim Holt-Wilson, was organised by the wardens, along with a social and landscape history walk brilliantly led by Colin Howey which concentrated on the stories of St. William's Chapel and Kett's Rebellion.
- **Norwich City Council Events** - Norwich City Council organised Playdays which were held during the School summer holidays on the Fountain Ground, along with a bandstand concert and cross country runs for local schools.

#### **Volunteering and involvement:**

To help implement objectives set out in the Management Plan and widen understanding and enjoyment of the site, a significant number of volunteer activities have taken place. The following groups have undertaken work:

- The Conservation Volunteers (TCV)
- Norwich Community Green Gym
- Mousehold Heath Defenders
- The Assist Trust
- Norwich City College Duke of Edinburgh Group
- Norwich School
- UEA
- Natural England Norfolk and Suffolk Team – team building/community action day.
- Mile Cross Urban Youth Project
- Many individual volunteers, including Iain Bell, Sean Locke and Gill Webb, who have been volunteering on site tasks regularly for a number of years.

The tasks have included clearing scrub and dead vegetation from around the pavilion toilets (see photographs below), heathland management tasks such as, bracken bruising/pulling, sapling pulling and scrub clearance; litter picks, path and emergency access route maintenance, woodland ride management, cutting and clearing burnt and leggy gorse, maintaining the Earth Heritage Trail Interest Points, tree works, scrub management on St James Hill, cutting and raking the Anthills acid grassland, raising the Lime trees on Gilman Road Open Space to increase light and viewing to make the car park a safer place to park, etc.

A staggering 4833 volunteer working hours have been completed since 1st April 2013, up 1,148 on last year. The Conservators would like to take this

opportunity to thank all the volunteers that have contributed their time and effort in improving Mousehold Heath for people and wildlife.

**Photo showing Pavilion toilets before TCV scrub clearance.**



**Photo showing Pavilion after TCV scrub clearance**





## Ecological surveys and species monitoring

### Butterflies:

Two Butterfly Monitoring Scheme (BMS) transect surveys were completed weekly, between April and October. The BMS is the largest and longest running (started in 1976) biological survey in the country. Data is collected from over 5,000 sites in the UK, with 29 sites surveyed in Norfolk. Butterflies are uniquely placed amongst 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. 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.

On a site basis, the surveys provide important data to site managers to monitor/determine habitat conservation and management, record new species and increase understanding and enjoyment through community involvement.

There were 19 species and 588 butterflies recorded on the BMS transect undertaken on the Weston side of Gurney Road, the highest number since records began in 2004. This is a massive increase compared to the 370 recorded in 2012.

For the second year, a survey was completed by a Mousehold warden on the eastern side of Gurney Road. 21 species and 596 butterflies were recorded during the weekly transects between 1<sup>st</sup> April and 30<sup>th</sup> September. This is a huge increase in number compared to the 251 butterflies recorded in the 2012 survey.

These significant increases may have been partly due to the warm, dry summer. However, the long term trend data (see Appendix 1) suggests that habitat changes, through the restoration of open, early successional habitats, such as heathland, acid grassland and woodland glades - resulting in increased sunlight and nectar producing plants - is having a positive effect on the abundance and diversity of butterfly species.

Over 50 members of the community were involved in the surveys.

Two scarce species of butterfly were recorded again this year, bringing the site total to twenty five (see Appendix 2 Site butterfly list). The Small Heath (*Coenonympha pamphilus*) - UK Biodiversity Action Plan Priority (UKBAP) species and GB Red List, Near Threatened – were recorded on recently managed heathland areas and on the Anthills acid grassland.

White-letter Hairstreaks (*Satyrrium w-album*) – UKBAP Priority and GB Red list, Endangered – were recorded on Elm trees adjacent to Gurney Road.

In the Spring 2014 Butterfly Conservation Newsletter, The county butterfly recorder, Andy Brazil, reported “Mousehold Heath produced an interesting situation when the warden reported a Green Hairstreak on the 15<sup>th</sup> July and a White-letter on the 17<sup>th</sup>. With Purple Hairstreaks having a good year it raised the prospect of seeing all three Norfolk hairstreaks on the same day, on the same site. No-one seems to have managed it, but I wonder if it’s ever been done”.

Participants of the last summers butterfly walk were delighted to see what turned out to be the only White Admiral, (*Limentis Camilla*), (a magnificent and scarce species), recorded on the site last year. The individual turned up right on cue, resting on bramble, in the recently restored new pond glade.

### **Moths:**

Four public moth evenings, along with ad hoc surveys were completed, with 32 people attending. 19 new species to the site were identified, resulting in the species list rising to 204 species! These ranged from the large and colourful Poplar Hawkmoth (*Laothoe populi*), which thrilled the participants on 03.08.13 and the Heath Rustic (*Xestia agathina*), a scarce and threatened moth which is closely associated with heather.

### **Birds:**

A Common Bird Census (CBC) survey was carried out by the Mousehold wardens with the help of volunteers. 30 species of bird were recorded as having breeding territories (See Appendix 3) based on the CBC methodology. This number was roughly the same as previous years.

### **Plants:**

A number of new flowering plant species were recorded on a monthly survey on St. James’ Hill, carried out by members of the Mousehold Heath Defenders and Mousehold wardens. The total number of species recorded on the hill is now 77 (and counting), with the recently restored areas adjacent to the Cavalry Track (by the Defenders in 2008/9/10/11) and the slope facing east below the Mottram Memorial (which was cleared of trees and scrub in 2008), being a wash with colour and a diverse range of plants during the summer months.

### **Bumblebees:**

A monthly survey carried out by a member of the Defenders and a Mousehold warden on St. James Hill, recorded an increase in the number of bee species, including Buff-tailed bumblebee (*Bombus terrestris*), White-tailed bumblebee (*Bombus lucorum*), Red-tailed bumblebee (*Bombus lapidarius*), Early bumblebee (*Bombus pratensis*) Garden bumblebee (*Bombus hortorum*) and Common carder bee (*Bombus pascuorum*). Numbers of Tree bumble (*Bombus hypnorum*) significantly increased last year. This species arrived in Britain in 2001 and reached Norfolk in 2008, and is quickly spreading round the county. Increases in bumblebees on the hill are likely to be due to good weather conditions and an increase in flowering plants due to scrub management, along the transect route

**Fungi:**

A Fungi Foray was led by the County Recorded Dr Tony Leech in October, with 34 members of the community in attendance. 44 species were recorded during the walk (see Appendix 4), with 10 new species to the site, making the total number of species recorded on Mousehold Heath 257.

**Education**

Along with the summer programme of walks and talks, the Mousehold wardens have organised and presented an illustrated environmental education talk to Open Academy and visiting Dutch students.

A Big Bug Hunt was attended by children who caught and recorded a number of colourful bee and butterfly species, in the pilot project area and the adjacent heathland creation project area on the Open Academy playing field.

Weekly 'Forest School' conservation based activities from Mousehold Avenue Infant School have taken place in an area of woodland near the Ranger's House. These activities increased understanding and enjoyment of the site to over 100 students.

**City College Duke of Edinburgh Award students after a successful litter pick**

## **Challenges and successes**

At the beginning of 2014, Norwich City Council received a report from a member of the public concerning fly tipping at the rear of their property that backs onto Mousehold Heath.

Council officers held a site meeting with Norwich Norse to attempt to clear the items but in their opinion the waste was so embedded and entangled it was almost impossible to remove by hand. To create further problems, they found numerous pieces of asbestos, which can only be removed by an approved contractor. It became obvious that this was not a simple fly-tipping removal, and as such could not be dealt with by Norwich Norse under the flytipping contract.

A further site meeting was arranged to procure an outside contractor to carry out the works, with a quotation of £24,000.00 received from a registered contractor to undertake the work, which would have been charged to the Mousehold budget.

Given the impact this would have on the 2014-15 works programme, the Mousehold Wardens, after negotiations, were authorised to take responsibility for resolving the situation themselves.

The works were completed by the end of March 2014 and was achieved by approaching local businesses, who specialised in this type of waste removal, resulting in free training for the Wardens in the correct methods needed for public and personal health and safety in the removal of hazardous waste especially asbestos (albeit low grade); the correct protective clothing and handling required, the double bagging and labelling of asbestos waste and its isolation from other waste for transportation along with the appropriate licences required for the work.

The task was greatly helped by the ongoing involvement of volunteer groups who helped clear an access route so that the waste could be removed. This collaboration resulted in a cost of £1,114.82 funded from the contingency budget, but a total saving of £22,885.18!



**Photographs showing fly-tipping being removed from Gilman Road**



### **All in a day's work**

At the beginning of March, a tent appeared adjacent to the Pitch and Putt public car park, and one of the Mousehold wardens approached the occupant to inform them camping was against the by-laws that govern the heath and they would have to move on. Unfortunately after a discussion, it became clear that the individual and his dogs were homeless.

The Mousehold wardens contacted the council's Single Home/Rough Sleep Coordinator who immediately made a visit to help with temporary accommodation, and arranged a place at Bishop Bridge House for the next day (Bishop Bridge House is a 30 bed "direct access" hostel, the only such facility in Norwich and provides temporary accommodation for people who are homeless in Norwich).

Unfortunately, before accommodation could be accessed, the individual's tent, food, dog food and clothing were stolen leaving him to sleep out in the open.

However, the wardens rallied around and ensured that he was transported to Bishop Bridge House with huge thanks and gratitude for their help.

### **End of year thank you**

An end of year, a thank you was organised as a show of appreciation for all the hard work our regular volunteer groups have carried out over this past year, they include, The Conservation Volunteers (TCV), Norwich Community Green Gym, The Assist Trust, and the Mousehold Heath Defenders who received certificates of achievement. *See photo below.*



**Norwich Community Green Gym receiving their certificates.**

## Looking forward

The partnership with Natural England will continue with the implementation of the HLS agreement which will see the historic open landscape of heathland and acid grassland restored. Work will increasingly move from restoration to maintenance and conservation as the agreed areas are restored and brought into good/favourable condition.

Now that the designated areas of heathland are being restored, attention will increasingly focus on improving woodland. Coppicing along Gilman Road should reduce fly-tipping and anti-social behaviour as well as increase ground flora by allowing light to penetrate through to the ground. Funding sources, similar to the heathland HLS agreement, are being sought and new working partnerships, such as, Easton College students, will be forged to help complete the works.

New flowering plant surveys are starting this year, in the glade surrounding the new pond and on the Desert conservation wildflower area, and being carried out by members of the Mousehold Heath Defenders.

There has been a notable increase in the number of people using the heath in recent years, especially at weekends and school holidays. Landscape management, such as path and emergency vehicle access maintenance, will continue to allow easy and safe access to the site.

Public walks and talks are promoted through an annual programme available online, in local press, NCC events leaflet and the Tourist Information Centre.

To ensure a good first impression and a safe environment for the visiting members of the community, ongoing monitoring of the site and contract with Norwich Norse is carried out, including, the reporting of anti-social behaviour, site repairs, contract failures, tree surveys and works and improvement of service recommendations, with emphasis on public health and safety.

The Mousehold wardens, through patrols and on site working, will continue to deal with ongoing site issues, such as, fly- tipping, anti-social behaviour, motorcycling, overnight camping and graffiti, and work with a number of partners, including the Police Officers, Police Community Support Officers and Neighbourhood wardens, to resolve issues and uphold the bylaws.



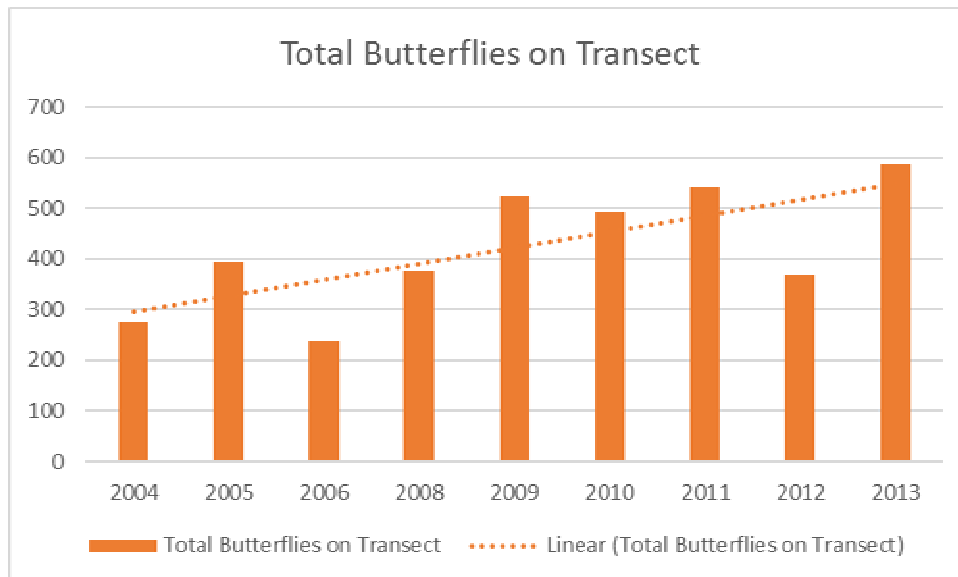
**Photo showing Volunteer Iain Bell installing a bollard to prevent cars from driving onto the Wingfield site**





## Appendices

**Appendix 1:** Graph showing the total numbers of butterflies recorded annually, along a transect route since 2004. The linear trend line shows that numbers are increasing.



**Appendix 2: Showing complete list of butterfly species recorded in the report period.**

<b>Species</b>	<b>Distribution/Status</b>	<b>Habitat: Egg/Caterpillar Foodplants</b>
Comma, <i>Polygonia c-album</i>	Resident	Hop, Common Nettle, Bramble etc.
Essex Skipper, <i>Thymelicus lineola</i>	Resident	Various grasses; Cocks-foot, Creeping Soft-grass and Tor grass.
Small Skipper, <i>Thymelicus sylvestris</i>	Resident	Grasses; Yorkshire Fog and Creeping Soft grass.
Large Skipper, <i>Ochlodes venata</i>	Resident	Various grasses.
Common Blue, <i>Polyommatus icarus</i>	Resident	Open habitats. Legumes.
Holly Blue, <i>Celatrina argiolus</i>	Resident	Holly, Ivy and variety of other plants.
Small Copper, <i>Lycaena phlaeas</i>	Resident	Open ground. Common and Sheep's Sorrel.
Green Hairstreak, <i>Callophrys rubi</i>	Resident. Local.	Heathland. Gorse and Broom.
Brown Argus, <i>Aricia agestis</i>	Resident. Local.	Common Rock-rose
Large White, <i>Pieris brassicae</i>	Resident	Brassicas and Crucifers.
Small White, <i>Pieris rapae</i>	Resident	Brassicas and Crucifers.
Green-veined White, <i>Artogeia napi</i>	Resident	Damp, grassy and flowery places. Various Crucifers.
Orange-tip, <i>Anthocharis cardamines</i>	Resident	Crucifers.
Purple Hairstreak, <i>Neozephyrus quercus</i>	Resident	Oak trees.
Gatekeeper, <i>Pyronia tithonus</i>	Resident	Various grasses.
Meadow Brown, <i>Maniola jurtina</i>	Resident	Various grasses
Ringlet, <i>Aphantopus hyperantus</i>	Resident	Various grasses, shrubs and bramble.
Peacock, <i>Inachis io</i>	Resident	Common Nettle.
Painted Lady, <i>Vanessa cardui</i>	Migrant	Thistles.
Red Admiral, <i>Vanessa atalanta</i>	Resident. Migrant	Common Nettle.
Brimstone, <i>Gonepteryx rhamni</i>	Resident	Alder Buckthorn.
Speckled Wood, <i>Pararge aegeria</i>	Resident	Woodland glades. Grasses.
Small Heath, <i>Coenonympha pamphilus</i>	Resident. Near Threatened.	Dry grassland and heaths. Grasses.

White Admiral, <i>Limenitis camilla</i>	Resident. Vulnerable.	Woodland glades. Honeysuckle.
White-letter Hairstreak, <i>Satyrus w-album</i>	Resident. Endangered.	Elms.

**Appendix 3: Table showing the results of a Common Bird Census (CBC) Survey, using a British Trust for Ornithology (BTO) methodology, carried out by a Mousehold Heath Warden with the help of volunteers from the community**

<b>Bird Species Recorded.</b>	<b>Number of territories recorded along transect - P&amp;P car park to St. James Hill, Spring 2009.</b>	<b>Number of territories recorded along transect - P&amp;P car park to St. James Hill, Spring 2010.</b>	<b>Number of territories recorded along transect – P&amp;P car park to St James Hill, Spring 2011</b>	<b>Number of territories recorded along transect – P&amp;P car park to St James Hill, Spring 2012</b>	<b>Number of territories recorded along transect – P&amp;P car park to St James Hill, Spring 2013</b>
Blackbird	12	22	17	12	17
Blackcap	3	6	9	4	6
Blue Tit	5	12	9	9	10
Chaffinch	3	16	8	13	13
Chiffchaff	3	3	6	5	6
Coal Tit	0	2	2	3	4
Common Whitethroat	0	2	2	2	2
Dunnock	2	4	6	10	6
Garden Warbler	0	0	1	1	0
Goldcrest	3	4	2	4	2
Goldfinch			1	1	
Greater Spotted Woodpecker	3	3	0	2	2
Great Tit	6	9	11	9	9
Greenfinch	1	3	0	3	1
House Sparrow	1	1	1	1	2
Jay	2	2	1	2	2
Long Tailed Tit	4	6	5	2	2
Mistle Thrush	1	1	1	1	1
Robin	25	29	29	40	22
Song Thrush	4	3	2	4	4
Sparrowhawk	0	1	0	0	0
Tree Creeper	0	2	2	1	1
Willow Warbler	2	2	1	1	1
Wren	20	19	28	28	20
Other species recorded -					
Kestrel	08.04.09,	17.03.10,	25.03.11	07.05.12	29.04.13

		19.04.10.	02.06.11		
Marsh Tit		26.04.10			
Carrion Crow					17.04.13 18.04.13 14.05.13 21.05.13

**Appendix 4; showing list of species recorded on last year's Fungi Foray, 17.10.13, led by Dr Tony Leech, with 34 members of the community in attendance.**

<b>Agarics and Boletes</b>	<b>English names</b>	<b>Description</b>
Amanita citrina	False Deathcap	V. pale yellow with flakes on cap.
Amanita fulva	Tawney Grisette	Brown; v.common; volva; no ring.
Amanita muscaria	Fly Agaric	Scarlet with white 'spots'
Armillaria mellea s.l.	Honey Fungus	V. variable; scaly; ring; clustered on stumps.
Boletus badius	Bay Bolete	Dark cap; pores bruise steely blue slowly.
Boletus cisalpinus	Red-Cracking Bolete	Dry velvety cap, often cracked to show red.
Clitocybe rivulosa	Fool's Funnel	White, in grass
Collybia butyracea	Butter Cap	Greasy, yellow-brown gills; shaggy lower stem.
Cortinarius anomalus	Variable Webcap	Usually lilac at stem apex and young gills.
Hygrophoropsis aurantiaca	False Chanterelle	Orange; funnel-shaped; crowded gills.
Hypholoma fasciculare	Sulphur Tuft	Clustered on stumps; dirty yellow.
Laccaria amethystina	Amethyst Deceiver	Small, strong purple colour.
Lactarius quietus	Oakbug Milkcap	Red-brown; zoned; smells of old cooking oil.
Lactarius tabidus	Birch Milkcap	Red-brown; acrid milk turning yellow; under birch.
Lactarius turpis	Ugly Milkcap	Green-black; milk acrid after delay!
Leratiomyces ceres	Redlead Roundhead	Orange-red cap; on woodchips.
Mycena galericulata	Common Bonnet	Buff grey; on wood; large for Mycena.
Mycena galopus var candida	White Milking Bonnet	White; exudes 'milk' from broken stem.
Mycena speirea	Bark Bonnet	V.delicate, greyish; in moss on bark.
Paxillus involutus	Brown Rollrim	Olive-brown; cap margin inrolled; large.
Pleurotus pulmonarius	Pale Oyster	White 'tongues' on wood' with gills.
Pluteus cervinus	Deer Shield	Large; brown; pink gills; on wood.
Psathyrella piluliformis	Brown Stump Brittlestem	Custered on wood; brown cap.
Rickenella fibula	Orange Mossicap	Tiny; orange; in mossy
Russula atropurpurea	Purple Brittlegill	Deep purple; white stem.
Russula fragilis	Fragile Brittlegill	Washed out purple cap; dark centre.
Russula heterophylla	Greasy Green Brittlegill	Greenish; not very brittle!

Russula ochroleuca	Ochre Brittlegill	Largish; dirty yellow; common.
<b>Brackets etc</b>		
Bjerkandera adusta	Smoky Bracket	Thin carky; layered, grey pores.
Daedaleopsis confragosa	Blushing Bracket	Thinnish bracket on willow etc; pores bruise pink.
Ganoderma australe	Southern Bracket	Woody bracket; can get v. large.
Stereum gausapatum	Bleeding Oak Crust	Greyish buff crust on oak; oozes red if cut.
Stereum hirsutum	Hairy Curtain Crust	Overlapping yellow-orange layers of wood.
<b>Puffballs etc</b>		
Lycoperdon lividum	Grassland Puffball	Smooth; olivaceous.
Phallus impudicus	Stinkhorn	Foul smelling; candleform. From 'egg'.
<b>Jelly Fungi etc</b>		
Calocera comea	Small Stagshorn	Clusters of small yellow 'spindles' of wood.
<b>Discomycetes</b>		
Ascocoryne cylichnium		The less common purple jelly disc.
Melastiza comubiensis		Orange cup fungi near new pond.
Rhytisma acerinum	Tar Spot	Black patches on Sycamore leaves.
<b>Other Ascomycetes</b>		
Hypomyces chrysospermus	Bolete Mould	Initially white finally bright yellow, mould on boletes.





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**Report to** Mousehold Heath Conservators  
20<sup>th</sup> June 2014  
**Report of** Head of local neighbourhood services  
**Subject** Mousehold Heath update

**Item**

**11**

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**Purpose**

To provide an update on issues and recent activities at Mousehold Heath

**Recommendation**

That Conservators comment on current activities that have been undertaken on Mousehold Heath.

**Corporate and service priorities**

The report helps to meet the corporate priority City of character and culture

**Financial implications**

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

**Contact officers**

Lenny Stamp Communities and neighbourhood manager	01603 213218
Will Stewart Mousehold warden	01603 213310
Nigel Hales Mousehold warden	01603 213310

**Background documents**

None

# Report

## Management works

1. A variety of management works have been undertaken since the Conservators last meeting. With the start of the bird breeding season at the end of March, this includes a focus on access and facilities work in recent weeks.
2. The wardens with volunteers have removed fly tipped material including asbestos from the rear of gardens backing onto Gilman Road. This was undertaken with advice from the council to ensure it was carried out safely and resulted in a considerable saving of over £22,000 had it been undertaken by contractors.
3. A homeless camper was re-homed after help from the Homeless and Rough Sleeper Officer and who was involved by the Mousehold wardens.
4. Other works that have been completed include:
  - A post has been installed at the corner of the Wingfield Open Space, to prevent vehicle encroachment (ref annual report). This work was completed by one of the regular volunteers, Ian Bell and again indicates the level of input that volunteers are making to the management of Mousehold
  - Roof repairs and outside maintenance works, including painting and decorating, have been completed at the Pavilion
  - An overgrown path leading from the Pitch and Putt Car Park has been cut back by members of Norwich Community Green Gym, allowing easier access to the site along this popular path
  - Some Earth Heritage Trail “point of interest” posts have been replaced
  - Encroaching vegetation on the Cavalry Track has been cut back
  - Ten trees and branches near footpaths have been made safe by the Mousehold wardens, including a large windblown birch tree blocking the Long Valley
  - The Mousehold wardens have been working closely with PCSO's and Police Officers to stop a motorcyclist riding dangerously on the heath
  - The wardens have worked closely with the council's contract development officer to ensure that litter pick bags of litter are collected quickly, to prevent them being torn open by birds and mammals and that grass cutting of paths is to contract standard.

## Biodiversity news

5. A number of ecological surveys including plant, bumble bee, bird, butterfly, dragonfly have been completed by members of the community and Mousehold wardens across the site.
  - Two new plant surveys have been started by members of the Mousehold Heath Defenders.

## **Volunteers**

6. There has been a total of 410 volunteer hours carried out on the site in the last quarter. These have been completed by the Conservation Volunteers (TCV), Norwich Community Green Gym, f the Mousehold Heath Defenders, a City College Duke of Edinburgh Award Scheme group, the Assist Trust, along with a work placement student and volunteers from the community.
7. These works have significantly contributed to the implementation of objectives set out in the management plan, along with increasing community involvement in the many projects being undertaken on the site.
8. A regular Mousehold Heath volunteer who was nominated by the Mousehold wardens has won a Norfolk County Council, Community Biodiversity Award, for the work he has undertaken on the heath. The award ceremony is in July.

## **Events**

9. A number of events attracting some good numbers of attendees have been carried out. This includes:
  - A dawn chorus walk organised to mark international dawn chorus week in May. A Mousehold warden and volunteer completed the survey in unfortunately rather wet conditions recording a number of bird species nesting on the site
  - The first of this year's summer events, a moth survey evening, took place on 24 May. Although the weather was poor, twelve moths were trapped with eight species being identified before being released
  - The Mousehold Heath programme of guided walks 2014 is available on the council website.





**Mousehold Heath Conservators – management sub group meeting**

**Monday 7 April 2014**

**Present**

Cllr David Bradford

Cllr Stephen Little

Chris Southgate

Bob Cronk

Nigel Hales

**Apologies**

Lenny Stamp

**Annual report**

Conservators asked that the next annual report includes points previously highlighted at the Conservators meeting and include a section looking forward that will cover:

- current issues that Conservators will need to take into consideration when making decisions
- issues that require monitoring

Conservators saw the purpose of the report to:

- Showcase the work of the Conservators
- Explain the importance of the heath and the work undertaken to maintain and improve it
- To provide an opportunity to reflect and plan for the following year

Specific points that should be included for the 2013-14 annual report are:

- The new cycle route, how it is being used and if it meets the original specification
- The development of the Pink Pedalway which might increase cycling on the heath
- The increasing use of social media that is used to promote activities on the heath some of which may be anti-social
- The role of the Conservators
- The challenging working environment and the impact that this may have on the work of the Conservators
- A section that asks for people's input e.g. species lists, photographs or volunteer time

A final draft to be reported to the Conservators June meeting

- An invitation to be made to an officer of the Communications team to attend the Conservators meeting to discuss the promotion of the annual report.

### **Conservator's induction**

Officers to review the format for the induction of new Conservators and bring to a future meeting of the management sub group.

### **Woodland management**

In recent years heathland restoration has been the priority action to enhance biodiversity. However, woodland management is one of the management plan objectives and there is a need for the Conservators to consider how they wish to take this forward.

The woodland grant scheme is currently closed to applications so there are no external funds available from that source.

However, there is an option to progress this in conjunction with Easton College who are interested in collaborating with the Conservators.

Conservators asked that a report is brought to the June meeting outline a brief for this work and in the meantime officers continue to explore the opportunity with the College.

### **Mousehold Risk Plan**

Conservators reviewed the current risk plan which is attached and requested that this is brought to the June meeting of Conservators for approval.

<\\\\sfil2\\Shared Folders\\Environmental protection\\Natural areas\\Mousehold Heath\\Risk management\\Risk plan template - 2014.docx>

### **Britannia Road car park**

Conservators reviewed the request from Britannia Enterprises to site advertising "A board" in the car park.

In answer to a question, the Mousehold warden thought that this had increased the amount of car parking occurring.

Conservators asked that the wardens:

- approach the company and ask what mutual benefit might be achieved from the business using the car park and helping to maintain the facility
- put on hold the surface treatment for the time being but to ensure it is completed for the summer

### **The Pink Pedalway**

Conservators would like to receive information on the proposals as soon as it is available and if required will meet formally if there are decisions required.

**Report to** Mousehold Heath conservators  
20 June 2014  
**Report of** Head of city development services  
**Subject** Push the Pedalways

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**Item**

13

## **Purpose**

To update the Conservators on the outcome of the public consultation into the Push the Pedalways project to create a cycling and walking route from Heartsease to the city centre via Mousehold Heath and seek endorsement for the proposed route elements prior to the submission of an application for planning permission and seeking the necessary highway consents.

## **Recommendations**

To endorse the decision of the Push the Pedalways executive board to create a good quality route for cycling and walking between Heartsease and the city centre by implementing the following project elements that affect the legally designated areas of Mousehold Heath:

- a) Laying a 3m wide, sealed surfaced two-way cycle track with lighting on the alignment of Dragoon Street in the vicinity of the Ranger's House and clearing the adjacent sunken lane to make it useable by pedestrians, including a shallow cutting to create level access to Gurney Road and reinstating heathland habitat to the slopes of the new cutting, as shown in appendix 1.
- b) Widening of the footpath on the west side of Gurney Road between the junctions with Britannia Road and Mousehold Avenue into the carriageway by 1.2m average and the verge by 1.0m average (no more than 1.6m) to create a 3.0m wide unsegregated cycle and pedestrian path as shown in appendix 1.
- c) Laying a 3m wide sealed surface path along Beech Drive without lighting to provide an unsegregated cycling and pedestrian track between Gurney Road and Valley Drive.
- d) Introduce lighting on Valley Drive as shown in appendix 1.
- e) The adoption as highway of the areas of cycle / walking path and associated lighting on Dragoon Street, Gurney Road, Beech Drive and Valley Drive that are created or upgraded through Push the Pedalways, in order to maximise the resources available for future maintenance.

## **Corporate and service priorities**

The report helps to meet the corporate priority to create a prosperous city, a safe and clean city and a city of character and culture and the service plan priorities to improve cycling and walking infrastructure in the city and implement the Mousehold Heath Management Plan.

## **Financial implications**

The estimated cost of implementing the Push the Pedalways projects 14 and 15 between the Jarrold Bridge and Heartsease, which includes elements outside the area of responsibility of the Mousehold Heath Conservators, is £740,000. It will be funded from the budget of £5.7m for the Push the Pedalways programme.

Ward/s: Catton Grove, Crome, Sewell, Thorpe Hamlet

Cabinet member: Councillor Stonard – Environment and transport

## **Contact officers**

Ben Webster, Design, Conservation and Landscape  
Manager 01603 212518

John Nuttall, Principal Landscape Architect  
01603 212425

## **Background documents**

Push the Pedalways Mousehold project ecology report

# Report

## Background

1. The city council applied to the Department for Transport for a Cycle City Ambition Grant. It was announced in August 2013 that Norwich's application had been successful and the council were awarded £3.7m to which £2m of local money has been added.
2. Our programme is called "Push the Pedalways" and its objectives are to:
  - tackle health problems in parts of the city with high levels of obesity by providing cycling infrastructure and targeted cycling promotion
  - double the level of cycling within ten years
  - broaden the demographic appeal of cycling
  - reduce the rate of accidents involving cyclists and pedestrians
  - cut carbon emissions from journeys within the city
  - boost economic growth by enabling residents to reach job opportunities, city centre facilities and linking major development sites to the cycle network.
3. The programme will create a safe, convenient and attractive eight mile route from the Heartsease to the city centre and UEA. Mousehold Heath lies between Heartsease and the city centre and therefore one of the projects that make up the programme involves creating a better link across Heartsease. It will connect the Jarrolds Bridge (which was conceived by Peter Jarrold as a method of facilitating access to the Heath) to Heartsease via the recently improved Valley Drive cycle and walking path. As well as creating an excellent new route this project offers an opportunity to celebrate lost cavalry rides up to Mousehold and recreates some heathland habitat.
4. At your meeting on 18 October 2013 Conservators agreed to have a site visit to look at potential routes. This took place on 18 November 2013. Following this meeting a series of route options were drawn up and evaluated. At your meeting on 17 January 2014 Conservators agreed to the recommendations which were to endorse the decision of the Push the Pedalways Executive Board to:
  - a) Support the principle of creating a high quality cycling and pedestrian route from the Jarrold bridge to Heartsease as part of the cross-city pink pedalway.
  - b) Select two route options for the west section (Dragoon Street and (Heathgate) and two route options for the east section (Beech Drive and Gurney Road) for further design development and to consult the public on these options in February 2014.

You proposed and agreed a modification to recommendation b) to include the provision of a crossing on Gurney Road between the Ranger's House and Beech Drive in both the Gurney Road and Beech Drive options for the east section.
5. In the course of developing the project particular regard has been given to the contribution it can make to the implementation of the Mousehold Heath Management Plan. The following sections of the document are particularly relevant:

- a) The acknowledgement that the dense shade caused by the woodland and scrub near the Ranger's House is causing the remnant heathland to become moribund (p7).
- b) The historical value of the rifle butts that survive south of Valley Drive (p8).
- c) The acknowledgement the Gurney Road presents a difficult barrier for pedestrians to cross that effectively splits Mousehold in two (p10).
- d) The management actions to:
  - i) Expand remaining heathland areas by further removal of trees and scrub, and humus or topsoil stripping (p14)
  - ii) Ensure the importance of Mousehold Heath as a historic landscape is adequately recognised and promoted (p14)
  - iii) Ensure access for all where appropriate (p15)
  - iv) Promote Mousehold for health-related activities (p15)
  - v) Carry out remedial work to woodland features such as avenues, with Beech Drive being noted as a key one (p24).
  - vi) Examine the feasibility of upgrading selected routes to make them more suitable for people with disabilities including a wheelchair friendly route on the site (p27).
  - vii) Promote access to Mousehold by bicycle as an alternative to car use (p27).
  - viii) Implement measures such as potential traffic calming and safer designated crossing points for pedestrians on Gurney Road (p27).

## **Public consultation**

- 6. A public consultation on the route options was held between 25 February and 18 March 2014. It included a drop-in event on 4 March 2014 at St. James House. The consultation material can be viewed [here](#).
- 7. The public comments are reproduced in appendix 2. The principle of creating a new route was generally supported. Of those respondents who expressed a route preference, there was a small majority in favour of Dragoon Street for the west section and Beech Drive for the east section. Although in the minority, several of the people who supported Gurney Road for the east section expressed vehement opposition to the proposal to use Beech Drive, especially if lighting was introduced, because they felt it would be damaging to the natural character of the Heath and interfere with the local wildlife.

## Objectives and route options evaluation

8. The principal objective of the project is to create a route between the Jarrold Bridge and Heartsease that provides a high quality experience for cyclists and pedestrians. To be considered high quality it needs the following attributes:
  - Cohesive with links to other pedalways, to homes and facilities;
  - Direct being as short as possible with few delays crossing roads and easy to find your way;
  - Safe by being separate from traffic and minimising the risk of falls or mugging though the provision of lighting;
  - Comfortable by offering a smooth, wide track that is not too steep; and
  - Attractive with good views, enhancement of habitats, improvement of the aesthetic quality of open spaces and the celebration of history.
9. The two route options for each section were evaluated against these objectives. Appendix 3 contains the evaluation chart.

### West section

10. Dragoon Street scored significantly better than the alternative Heathgate option and was more popular with the public and therefore it is recommended for implementation. The opportunity to rediscover a lost cavalry route to the Heath and make Heathgate a gateway to the Heath is exciting. It will involve the creation of a ramp between the field above the Heathgate flats and St James Close. The current steps will be rebuilt and incorporated into the ramp. The soil that is excavated to create the ramp will be shaped into a viewing mound at the top of the hill to allow walkers and cyclists to pause and enjoy the magnificent views. Trees will be planted in the northern part of the field (with the cost of 20 years maintenance built into the project budget) and its biodiversity will be enhanced to provide a wildlife link between Mousehold and the allotments.
11. The footpath between the field above Heathgate and the Ranger's House (through the woodland) will follow the sunken lane through the woodland formed by the grinding of countless horses hoofs over the decades of use by the cavalry. The cycle track will run parallel a short distance away along the line of the existing informal path above the sunken track. On the approach to Gurney Road near the Ranger's House a shallow "cutting" will be excavated over a 50m length and at its maximum be 2 metres deep. This will make the gradient virtually flat when going to or exiting from Gurney Road. The slopes of the cutting will be modelled to a 1:3 gradient meaning that it will not feel enclosed and allowing maintenance operations to be undertaken on it. Any heathland vegetation that is disturbed during the construction works will be translocated to these slopes in order to mitigate the loss and encourage its continued migration west towards the field above the Heathgate flats, in accordance with good management practices to encourage rich biodiversity.



## East section

12. The two options for the east section were closely matched in the evaluation with Beech Drive scoring slightly better and being favoured by slightly more of the respondents to the consultation. The Board concluded that Beech Drive should be made available as a daytime route because it is 130m shorter than Gurney Road, is far from traffic (unlike Gurney Road) and only involves one road crossing, whereas the Gurney Road option involves two crossings.
13. Beech Drive has an existing stone sub base from Gurney Road up to the point where the road turns right into the old depot (approximately 200 linear metres). From this point the footpath is a trodden earth route through to Valley Drive. It is proposed to lay a 3m wide sealed surface along the whole length of Beech Drive. The sealed surface would allow wheelchair users and parents with buggies to access a beautiful part of the Heath that is currently inaccessible to them. The aesthetic quality of Beech Drive will be enhanced through the project by clearing away brambles that have encroached on the path and planting new beech trees to fill gaps in the avenue. The rifle butts that line the path can be marked with an interpretation plaque.
14. The public consultation confirmed the Board's view that it should be possible to ride the route at night and that lighting should be provided. In wintertime it becomes dark before people leave work. However, they agreed with the sentiments expressed by some consultees who did not wish to see lighting introduced on Beech Drive because it would undermine the natural character of the Heath. This effect would be compounded by the elevated position of Beech Drive, which would mean the lighting was visible from a distance.
15. The decision not to light Beech Drive means that Gurney Road (which already has lighting) also needs to be improved so that it can serve as a night-time route connecting to Valley Drive. Improving Gurney Road will benefit users of the orange pedalway that runs along Gilman Road and Britannia Road connecting the Sewell area to Thorpe Hamlet and the railway station. The route along Gurney Road from the Ranger's House to Mousehold Avenue would be to a similar width and specification as that already completed near the Pavilion. To accommodate the increased width of the proposed new cycle / pedestrian route the carriageway will be narrowed to 5.65m and an average of 1.0m (1.6m maximum) width of verge will be required.
16. Raised tables that slow traffic and help cyclists and pedestrians cross the road will be installed across Mousehold Avenue at the junction with Gurney Road and across Gurney Road between Dragoon Street and Britannia Road / Beech Drive. This crossing will help school children cross the road on their way to Mousehold Infant School and George White Junior School. It would be complemented by an extension to the 20mph limit on Gurney to a point approximately 75m south of the junction with Britannia Road. Britannia Road and Vincent Road would also be included with the 20mph area. Approval from the Norwich Highways Agency Committee will be required for these changes.
17. Valley Drive has become a very popular route for people to walk and cycle along, especially at weekends. Budgetary constraints meant that the sealed surface path that was created two years ago was 2.5m wide, which is not wide enough for users to happily co-exist at busy times. The heavy tree cover meant that the solar studs that

were planned would not work. Valley Drive is therefore not wide enough to deal comfortably with the anticipated levels of use and it is not useable at night.

18. Through Push the Pedalways we propose to light Valley Drive and Dragoon Street with lanterns on 5m or 6m high columns. Valley Drive is in a valley and therefore lighting would not be visible at a distance. We are exploring the feasibility of using motion sensitive technology that would mean the light dimmed or switched off when there was no one on the path. The lighting designer has been supplied with the latest advice from the Bat Conservation Trust and their brief requires the lighting to be designed in order to minimise the disturbance to bats. We also intend to add 1.5m to the width of the path on the section of Valley Drive between Beech Drive and Mousehold Lane (outside the area that is the responsibility of the Mousehold Conservators) so that walkers and cyclists each have dedicated space that is separated by the lighting columns.

## **Ecology**

19. A report was commissioned from The Ecology Consultancy to ascertain the impact any works would have on the area. The survey area is shown on the map in appendix 4. The site surveyed as part of this report is a broad corridor of habitat within which only a narrow length will be used for the cycle and pedestrian path.
20. The report found that much of the proposed route is only of local value, being recently regenerated scrub and secondary woodland regenerated over acidic grassland and heath. The only likely disturbance to Biodiversity Action Plan priority habitat will be to areas of acid grassland, which are found in three places along the route. These areas are easily created by scraping back the topsoil to expose sandy substrate and allowing natural regeneration to take place. We will create more of this habitat at a ratio of at least 2:1 in accordance with the recommendations in the ecology report. Impacts on scrub and woodland are expected to be minimal. It is advised that if the route is to be lit where there are any foraging bats (likely to be in the large or veteran trees), directional and minimum levels are recommended.

## **Maintenance**

21. The route is being designed to be durable and easy to maintain. Nevertheless it will be necessary to sweep the path, cut back encroaching vegetation, repair the surface, clean and repair wayfinding signs and lighting. This activity and the electricity used by the lights will need to be paid for. We will be developing a costed maintenance schedule. The Board's preference is for the pedalway route and associated infrastructure such as lighting to be adopted as highway in the same way as Marriott's Way on the other side of the city. The area to be adopted would be tightly defined as the width of the path and the footprint of adjacent lighting columns. This would mean that the maintenance and electricity costs would be paid for as part of the funding the city council receives from the county council for highway maintenance. The County would have direct responsibility for the lighting. The alternatives would be for the Conservators budget to pay for maintenance, for volunteer labour to be used or an acceptance that there will be little or no maintenance.

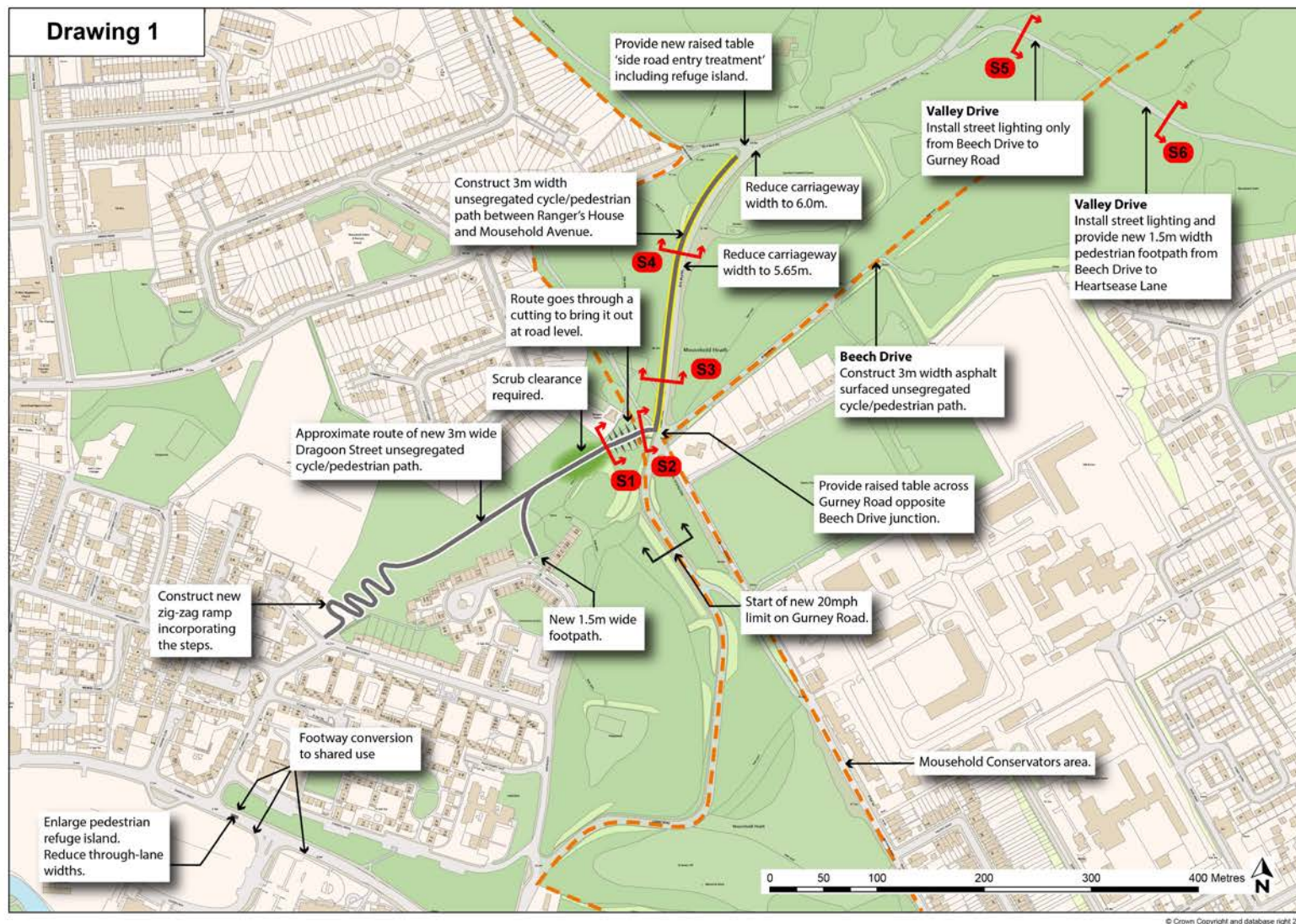
## **Conclusion**

22. Push the Pedalways offers huge strategic benefits to the citizens of Norwich who will gain an eight mile route from one side of the city to the other. This project is a critical

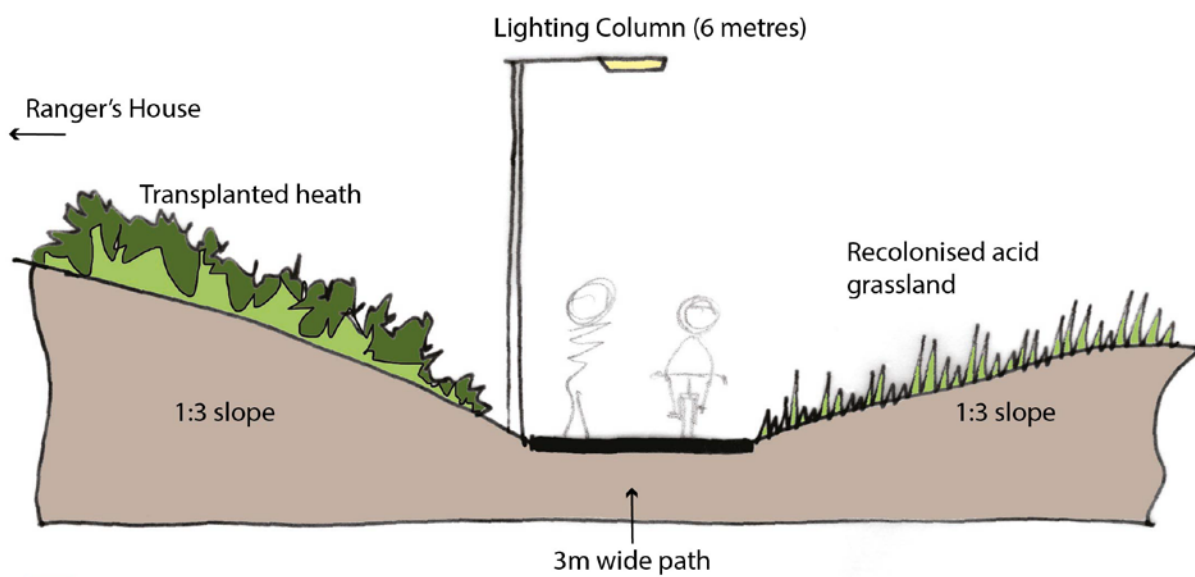
part of the programme. In addition to these city-wide benefits there will be multiple benefits for the Heath, its users and local residents. It will:

- a) Encourage people to visit the Heath on a bicycle rather than in a car;
- b) Provide a high quality route along the edge of the Heath that will discourage cycling away from permitted routes;
- c) Reduce the impact of Gurney Road splitting the Heath into two parts;
- d) Improve access to the Heath for elderly and disabled residents living in the homes at Heathgate and north of Barrack Street;
- e) Provide a safer route to school for children at the Open Academy, George White Junior School and Mousehold Infant School;
- f) Rediscover a lost cavalry route and open up a magnificent view of the city centre; and
- g) Restore the avenue of trees on Beech Drive and create more heathland habitat in the vicinity of the Ranger's House.

## **APPENDIX 1 – DRAWINGS**

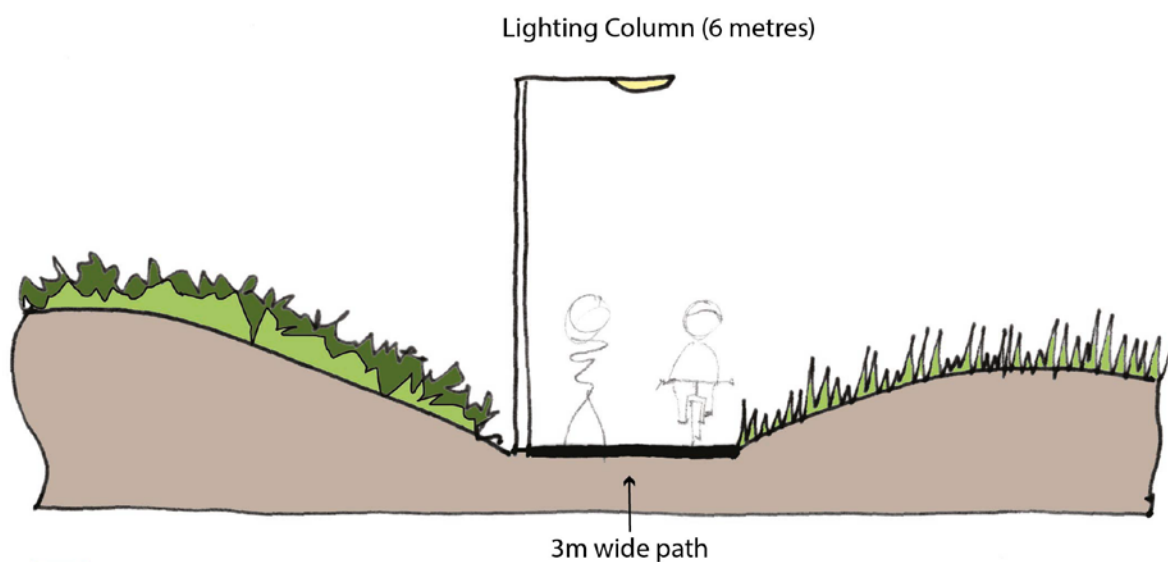


## Drawing 2



**S1**

Cutting to Gurney Road

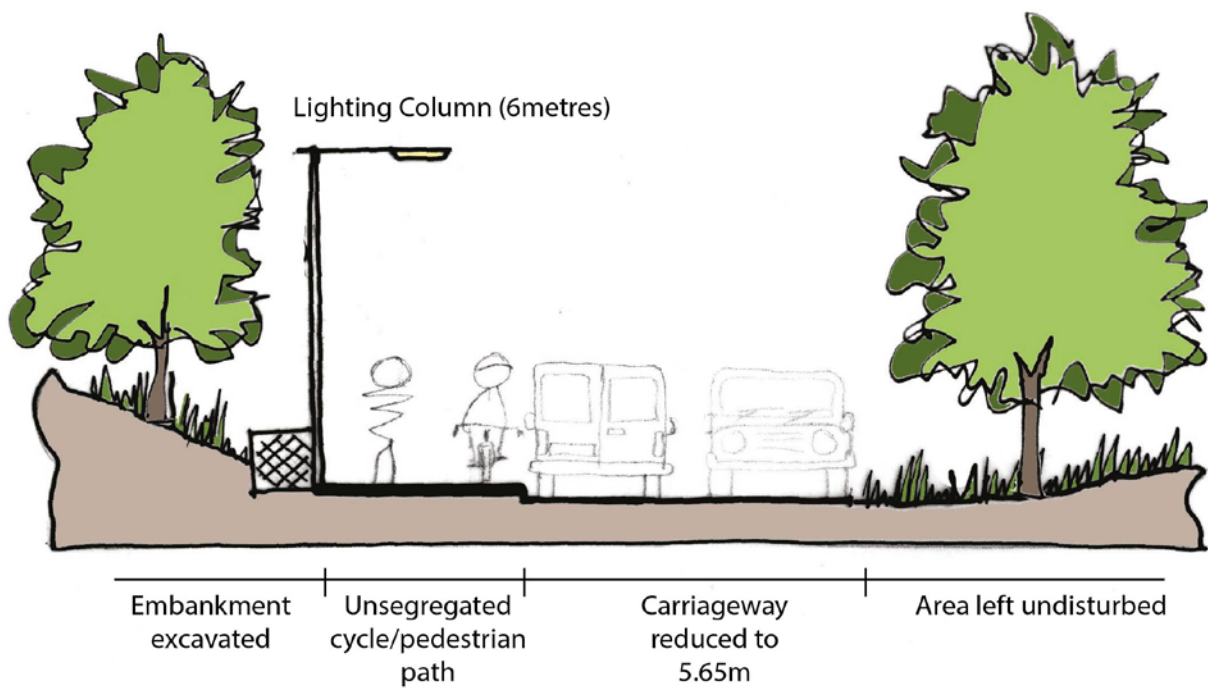


**S2**

Cutting to Gurney Road

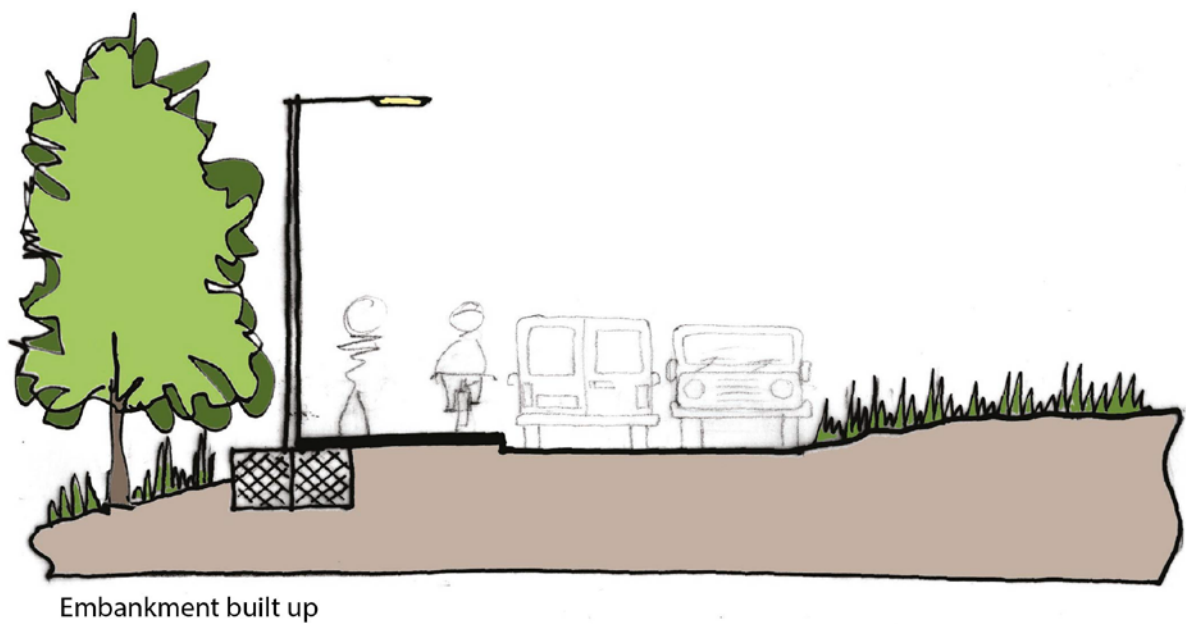


## Drawing 3



**S3**

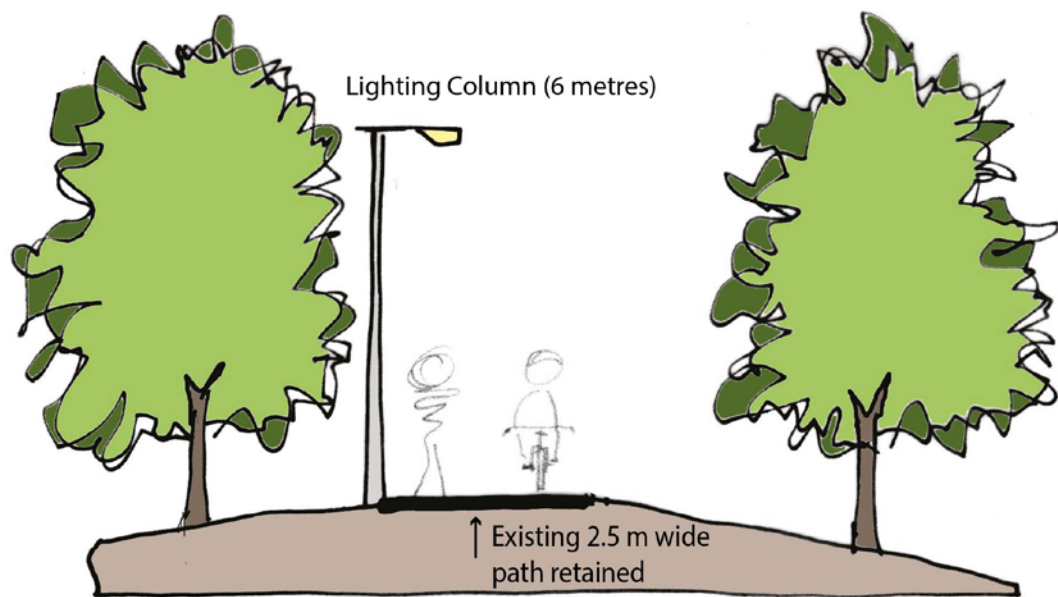
**Gurney Road: Gabions retaining the embankment**



**S4**

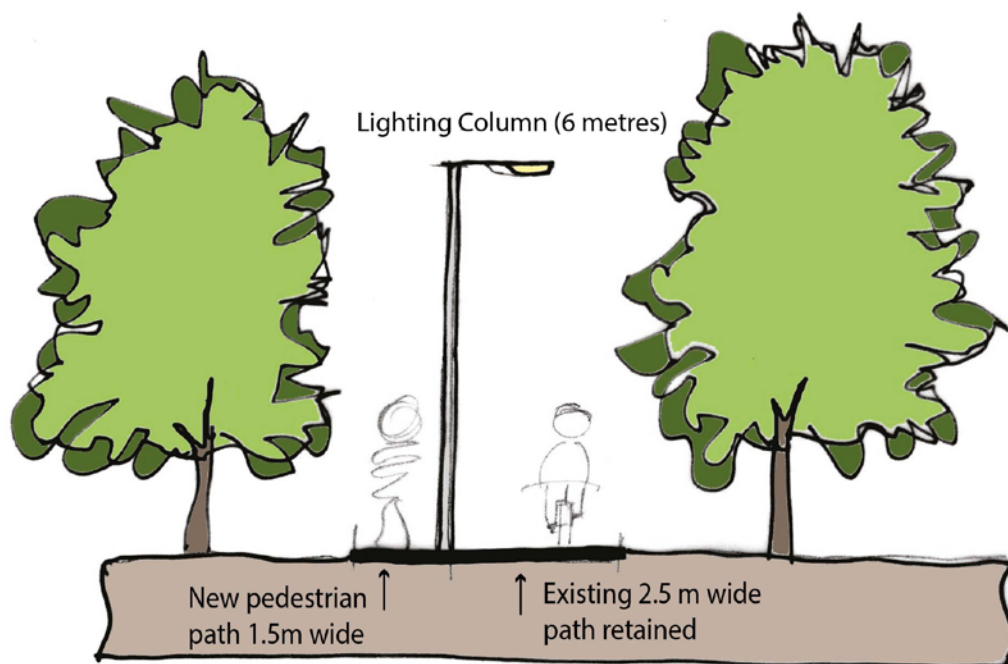
**Gurney Road: Gabions building up the land**

## Drawing 4



**S5**

Valley Drive: Gurney Road to Beech Drive



**S6**

Valley Drive: Beech Drive to Heartsease Lane



## APPENDIX 2 - MOUSEHOLD CONSULTATION SUMMARY

**Note:** We have split or duplicated some comments where they make specific references to different sections of the project.

Numbers of comments received:	30
Number of attendees at the event:	(20)
Emails received	14
<b>Comments by route</b>	
<b>EAST SECTION: Beech Drive (BD) / Gurney Road (GR)</b>	
In favour BD	This needs a good surface - will improve it for walkers too - but maintenance budget needs to be there for all cycle paths through trees.
In favour BD	Option 1: Off road route looks excellent. Could be flagship section.
In favour BD	<p>Response to consultation on projects 14 and 15 of the pedalways programme: I prefer Beech Drive to Gurney Road for the following reasons.</p> <ol style="list-style-type: none"> <li>1. The cycle path has to cross Mousehold Avenue at the junction with Gurney Road, this is always very awkward unless the cycle path has priority and will discourage some riders from using it.</li> <li>2. The gradient on this stretch of Gurney Road although shallower than lower down is still sufficient to encourage cyclists to travel quickly enough to make pedestrians very uncomfortable.</li> <li>3. Narrowing Gurney Road will bring motorists into conflict with those cyclists who choose to stay on the carriageway.</li> <li>4 All the published government advice is clear that conversion of footways into shared use paths is always the least desirable option, e.g. hierarchy of provision for non-motorised users in DMRB TA/91/05. Regardless of which route is chosen the junction between Britannia and Gurney Roads could usefully be realigned to slow down traffic turning left into Britannia Road. Likewise traffic turning right</li> </ol>

	into Mousehold Avenue needs to be slowed.
Against BD	<p>My comments are concerning the part of the route from Valley Drive to Heathgate. I have a strong objection to the route going along Beech Drive. I feel that this, as a part of Mousehold Heath, should remain as it is with no further incursions on to the Heath. If surfaced with tarmac and designated a cycle route this will have an adverse effect on its use by pedestrians, children, animals etc and the thought of the possibility of lighting being installed there appals me. There is a very strong feeling on this matter amongst the Defenders and if it goes ahead there will be very strong opposition. The alternative route suggested i.e. follow Valley Drive to Gurney Road, where there is already a crossing, along the cycle way there and then extend the cycle way along Gurney Rd to turn off towards the Ranger's House is by far the preferred option. A crossing at the end of Beech Drive would then not be required, in any case such a crossing is in a most dangerous position, for traffic travelling up the hill the crossing would be just after a blind corner and persons crossing would be in considerable danger. This alternative would appear to be less expensive and more acceptable to all, the only advantage to the Beech Drive option would appear to be that it is slightly shorter, and 300 metres is not a vast distance.</p>
Against BD	<p>I strongly object to any lighting of cycle paths through Mousehold Heath. It is a natural area with natural paths. Valley Drive has already been covered in tarmac and looks like a motorway through the wood. There has been no thought to the many people who walk that area with their dogs - cyclists do not have bells and a couple of times I've nearly been knocked over. Cycle paths should follow the current highways. Beech Drive should be left as it is a lovely natural walkway.</p>
In favour BD	<p>I've just looked at your plans for the cycle routes over Mousehold and feel the most satisfactory choice would be that with more views as suggested by the Beech Drive option for the east section to continue past the Ranger's House via former Dragoon Street for the west section. I do not think it advisable to alter or narrow Gurney Road, it is a busy thoroughfare as people drive there to walk their dogs or visit Zaks and to connect up with the ring road or get to Tesco on Blue Boar Lane or other shops on the ring road, or even to get out of the city on the eastern side. As there is a school on Mousehold Avenue many parents come that way to pick up or drop off their young children. Mousehold Avenue in particular is a busy cut through from Silver Road, and vehicles speed along it despite there being 20mph restrictions. There are also many cars parked along the sides of the road as residents don't all</p>

	<p>have dropped kerbs to access front garden space and the school parents park, too.</p> <p>Another thing which concerns me is the combination of pedestrians and cyclists on the same path - cyclists, as you know, these days often ride on the footpath with little care or consideration for walkers.</p> <p>And how will you police the areas to keep motorcyclists etc off these paths? It would be dreadful if this lovely historic wild space in Norwich was developed inappropriately - the green spaces and trees are the lungs of the city. As George Borrow said 'Life is sweet on the Heath, brother.' - don't spoil it.</p>
In favour BD	<p>I would opt for Cannell Green and Beech Drive</p> <p>I live just off Mousehold Street and there are three cyclists here.</p>
In favour BD	<p>East section - personally I'd prefer Beech Drive option - totally away from the traffic. Cars coming up Gurney Rd are very intimidating when you're on the pavement - excessive speeding and narrowness of the road mean they feel like they're coming straight for you. With the road narrowed more, they could be even closer. Lighting needed on Valley Drive especially in the Winter.</p>
In favour BD	<p>Prefer Beech Drive option - a proper cycle route that separates cycles from cars, buses and lorries. Lighting badly needed in routes across Mousehold Heath.</p>
In favour BD	<p>East section - On balance prefer Beech Drive. Seems that issues outside the remit of this project will detract from its impact re road conditions &amp; crossing places.</p>
In favour BD	<p>To my mind the best and safest will be Beech Drive.</p>
Against BD	<p>Gurney Rd as opposed to Beech Drive makes the most sense. Beech Drive comes under the Byelaws stating no cycling. Beech Drive is unlit therefore needing lighting to take away danger. Gurney Rd more direct route meeting up with orange and red routes at Zaks. Gurney Road more direct for schools in Mousehold Avenue. There will be tremendous objection if Beech Drive is chosen.</p>

Either option fine (BD or GR)	East - opinion seems equally divided, I'm open minded on the options here.
Either option fine (BD or GR)	Either option seems ok as long as they're well lit and people feel safe. Beech Drive is more favourable because it gets you away from the traffic. Very much in favour of narrowing Gurney Road and making separate cycle path on side. Drivers are very impatient with brave cyclists taking on the hill. Either option should be well signed all the way along and be obvious (might tempt drivers out of cars).
Against GR	The Gurney Road alternative feels dangerous.
In favour GR	I strongly support a cycle path between Mousehold Ave to Britannia Rd as cars and lorries don't give enough leeway to cyclists when overtaking both up and down. Would also ask that there is a link cycle path from Gurney Rd direct to alleyway leading to Gertrude Rd from Mousehold Ave (roughly where the number 11 is on your map). A direct route from Barrack Street to new bridge to Bishopgate rather than going round the offices in Gilders Way.
In favour GR	[Comments illegible]
Other – no preference expressed	Resurfacing Beech Drive would have great benefits for walkers and mums with pushchairs as it is often impassable in the wet. The gain for cyclist would be minimal it would be a pleasant ride but not give any great advantage over Valley Drive. Beech Drive would incur considerable cost £ finance meant to improve cycling.
In favour GR	East section - Approve Gurney Road
In favour GR	I am very much against any lighting on Beech Avenue, domesticating this natural piece of land. As you have already asphalted Valley Drive, I strongly prefer the Gurney Road option, and I expect most residents here would feel the same. We'd like Beech's Drive to be left as it is.
<b>EAST OPTIONS SUMMARY</b>	
<b>Total comments in favour of BD</b>	<b>10</b>

and/or against GR	
Total comments in favour of GR and or against BD	7
Total comments happy with either option	2
Other – no preference expressed	1
<b>Valley Drive</b>	
Lighting necessary	Needs lighting (Valley Drive) - coming home from work in winter.
Lighting necessary	There should be some form of lighting along Valley Drive. This is pitch black at night and having hazardously negotiated it once at night will not be doing so again unless some lighting is added. My general comment is that the proposals make cycle provision more coherent in Norwich and should improve life for cyclists.
Maintenance necessary	The cycleway through Valley Drive in the autumn/winter is covered in leaves and twigs. I think this area needs to be swept on a maintenance contract.
<b>WEST: Dragoon Street (DS) / Heathgate (HG)</b>	
In favour DS	Main concerns (West section): Barrack St crossing & gradient at top of St James Close - fun going South! Better than the road option though.
In favour DS	West - St James Close option has some advantages - integrating presently isolated housing views from path. I would like to see conservation cuts to grass behind Heathgate - this would benefit biodiversity. However, there's a risk of increasing dog fouling, so some of the money saved by reduced grass cutting

	would be needed to supply & maintain bins to mitigate this.
In favour HG	West section - There is no easy route but Heathgate seems more direct and avoids the convoluted hairpin of the other option.
In favour DS	West section - Approve Dragoon St
In favour DS (duplicate from East section summary)	I've just looked at your plans for the cycle routes over Mousehold and feel the most satisfactory choice would be that with more views as suggested by the Beech Drive option for the West section to continue past the Ranger's House <u>via former Dragoon Street</u> for the East section.
In favour HG	The switchback arrangement at the end of Dragon Street could become a great playground for skateboarders and bmx riders. The slope at the top of Heathgate is much shorter and close enough to the flats to discourage anti-social behaviour. In any event unless very carefully designed and generously proportioned it may prove very clumsy to negotiate. There is a lot of ill-disciplined parking at the top of Heathgate the cycle route would need to be protected from this. The right turn into Cannell Green is very close to the junction with Gurney Road, this is wide enough to allow vehicles to enter Heathgate very quickly. The proposed route between Gilders Way and Cannell Green over the existing crossing is clumsy, requires crossing Gilders way very close to the junction with Barrack Street (this is too wide and allows for excessive vehicle speeds) and is going to bring cyclists into conflict with pedestrians. Conversion of footways is always the least desirable option. St James Close is a better route if it uses the carriageway. The use of the footways is clumsy and will cause conflict with pedestrians. The crossing refuge will obstruct cyclists who choose to use the carriageway and wish to take up a position in centre of the road immediately after turning left onto Barrack Street. The guard rails at the Barrack Street Gilders Way Junction need to be removed they represent a danger to cyclists on the carriageway.
<b>WEST OPTIONS SUMMARY</b>	
<b>Total comments in favour of DS</b>	<b>4</b>

and/or against HG	
Total comments in favour of HG and or against DS	2
Total comments happy with either option	0
Other – no preference expressed	0
<b>OTHER COMMENTS</b>	
Norwich cycling map needs to be improved	Going across Norwich using the Norwich Cycle Map I have to juggle a normal map of Norwich as well (in my other hand!) because not enough street names on it and I'm not sure where to go (Pink route around Chapelfield is tricky).
Cycle route west of Gurney route most direct. Asphaltting Beech Drive would benefit walkers most.	It is important to get this route right as cycling could increase hugely with the eco town. A cycle track west of Gurney Rd would be most direct and avoid the difficult right turn into Heathgate coming into the city. Beech Drive is virtually impassable at present due to mud - for walkers or cyclists. Pedestrians would be the main gainers if it is surfaced as Valley Drive is nearby for cyclists. There would however be benefits for cyclists - depending on the route to Heathgate.
Action needs to be taken to prevent cycling in inappropriate areas	I welcome your efforts to encourage the use of cycles in preference to motorised vehicles. I am, however, concerned that there is insufficient attention to preventing cycling in inappropriate areas. The majority of my journeys in Norwich are made on foot. As a regular runner I am aware that the introduction of a cycle path on Mousehold has led to more cycling (and occasional motorcycling) on the rest of Mousehold. I have twice narrowly avoided being hit by a cycle. Similarly there is insufficient restraint to prevent cycling on most footpaths in Norwich (and elsewhere); I have twice been hit by bicycles on a footpath that was not a designated cycleway. I suggest that this misuse, coupled with the failure to remove numerous advertising boards that obstruct footpaths, contributes to a decline in central shopping.

Alternative routes suggested	I would suggest that neither are the best route. I think that a more appropriate route from Barrack Street/Heathgate would run largely as planned but then go closer to Lavengro Road and exiting on to Mousehold Avenue Road, (possibly following the "Dragon Street" pathway). Then from this road continue on to Gurney Road for a short distance to access the valley drive section of the route as shown for the more "Northerly" proposed route. Obviously I am not totally familiar with the terrain involved, or the ramifications vegetation wise of such a route. I do believe that the Gurney Road route is superior to the Beech Drive Option, but I posit that the route I have suggested would help to keep cyclists and motor traffic apart for most of the journey.
Welcomes the proposals as an alternative to climbing Mousehold Avenue and Silver Road.	Please go ahead with the project I have climbed up Mousehold Avenue and Silver Road I not only find it exhausting but the latter is awkward to cross so any link which makes the bike ride easier would be appreciated and I would use it more often as I live in Heartsease then now as I like using the excellent cycle path through Mousehold heath but dislike the section already spoken about.
Importance of well-maintained and signposted paths	Any paths must be maintained, well signposted and well lit. In Peterborough where I worked and cycled a lot they put in Blue 'ground level' lights on the path, they were helpful but only provided limited light. Paths were not salted so on cold frosty days they could be quite slippery. Ideally cycle paths should be salted/gritted when roads are.
Imaginative solutions	A very difficult issue; imaginative solutions suggested.
Supports proposals	I live in NR3, near Mousehold/Heartsease and I've just read your press release on the council website. I support wholeheartedly any initiative that encourages people of all ages and ability to feel confident cycling. It's good for people's health (physical and mental), reduces traffic congestion and noise, and improves air quality.
Dogs should be kept on leads to protect cyclists on cycle paths.	It has been really good to see the Pedalways project progressing. As lifelong cyclists my wife and I look forward to seeing the benefits. However I do have one concern. Back in April 2011 my wife was seriously injured on the cycle path on Bowthorpe Hall Road, a designated path and signposted as such. She was so seriously injured that for a week she was not



	<p>expected to survive. A dog, which was not on a leash, ran into her path from the adjacent field. Following investigations afterward there appears to be no legislation covering this eventuality. The police have told us they can do nothing as a cycle path such as this “is not part of the highway”. At the very least dog owners should be advised to keep dogs on leads in the vicinity of the cycle path. This issue has been discussed with Mike Sands, Jo Storie and Bert Bremner.</p> <p>What steps will be taken to try to prevent a similar situation arising on the extended off road sections of the pink route through Mousehold and the green area of Heathgate as these are well used dog walking areas.</p>
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### APPENDIX 3 – EVALUATION CHART

Gilders Way - Valley Drive Route evaluation - 23 April 2014															
Options	Cohesion (20)		Directness (20)			Safety (20)		Comfort (20)			Attractiveness (20)				
	Links to other pedalways (10)	Links to residents & facilities (10)	Length (10)	Road crossing delays (5)	East of wayfinding (5)	Personal security (10)	Traffic (10)	Smoothness (5)	Width of path (10)	Gradient (5)	Views (5)	Ecological habitat (5)	Celebration of history (5)	Open space amenity (5)	Total (out of 100)
<b>West Route</b>															
Dragoon Street	4	6	10	2	4	7	8	4	4	2	5	2	5	4	67
Heathgate	4	6	7	5	2	5	5	3	3	2	2	3	2	2	51
<b>East Route</b>															
Gurney Road	8	8	5	2	3	7	5	4	2	3	2	4	0	1	54
Beech Drive	4	4	10	4	5	4	9	3	4	2	2	2	2	3	58

### APPENDIX 4 – MAP SHOWING THE EXTENT OF THE ECOLOGY SURVEY

