

Mousehold Heath Conservators

Date: **Friday, 18 September 2015**
Time: **14:00**
Venue: **Mancroft room**

City Hall, St Peters Street, Norwich, NR2 1NH

Committee members:

Councillor Maxwell (chair)
Councillor Price (vice chair)
Councillor Bradford
Councillor Brociek-Coulton
Councillor Jones
Councillor Lubbock
Councillor Raby
Councillor Sands (M)
Councillor Thomas (Vi)
Margaret Bush, Mousehold Heath Defenders
Matthew Davies, Norwich Fringe Project
John Trevelyan, The Norwich Society

For further information please contact:

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Agenda

- 1 Apologies**
To receive apologies for absence.
- 2 Public questions/petitions**
To receive questions / petitions from the public (notice to be given to committee officer in advance of the meeting, ie Tuesday, 15 September 2015, in accordance with appendix 1 of the council's constitution)
- 3 Declarations of interest**
(Please note that it is the responsibility of individual members to declare an interest prior to the item if they arrive late for the meeting)
- 4 Minutes** **5 - 8**
To approve the accuracy of the minutes of the meeting held on 19 June 2015.
- 5 Budget monitoring statement April – July 2015** **9 - 12**
Purpose - To provide the Conservators with a budget monitoring position for the Mousehold Heath Conservators revenue budget 2015-16 and capital position.
- 6 Mousehold Heath management sub group review** **13 - 16**
Purpose - To review the work of the management sub group and develop a terms of reference.
- 7 Mousehold Heath - Update** **17 - 20**
Purpose - To provide an update on issues and recent activities at Mousehold Heath.
- 8 Britannia Road area - Community infrastructure levy (CIL)funded neighbourhood project**
There will be a presentation on a neighbourhood project.

Date of publication: **Thursday, 10 September 2015**



Mousehold Heath Conservators

MINUTES

14:00 – 15:30

19 June 2015

Present: Councillors Maxwell (chair), Price (vice chair), Bradford, Jones, Lubbock, Raby, John Trevelyan (Norwich Society) and Margaret Bush (Mousehold Heath defenders)

Apologies: Councillors Brociek-Coulton, Sands (M), Thomas (Vi); and Matthew Davies (Norwich Fringe Project)

1. Appointment of chair

RESOLVED to appoint Councillor Maxwell as chair for the ensuing civic year.

2. Appointment of vice chair

RESOLVED to appoint Councillor Price as vice chair for the ensuing civic year.

3. Public questions / petition

There was one question from the public, Patricia Siano:

“When reading the Norwich City Council events guide for the summer, I was disappointed to see that there was only one concert due to be held on the Mousehold bandstand. Why not ask local schools to perform on this bandstand? It would help to encourage young musicians and give them confidence in performing in front of an audience. I hope the Conservators can look into how we can make this happen.”

The chair responded on behalf of the Conservators as follows:

“The bandstand concerts are organised by an individual on behalf of the City Council. He selects the bands and locations to offer a varied and interesting programme to communities around the city. The bands are all local and established.

We would welcome applications from local schools, bands and other groups that would like to use the bandstand and increase the number of concerts around the city. We are currently unable to approach all schools but would be very happy to discuss the use of the bandstand with individuals.”

Discussion then ensued during which the following points were made:

- It was agreed that more musicians needed to be encouraged to hold concerts on the bandstand;
- A small article could be placed in Citizen magazine encouraging people to use the bandstand;
- It was explained that the bandstand had no electricity supply and a low amount of parking, creating potential difficulties;
- It was felt that car parking need not be an issue if the school car park were used and people were encouraged to walk; and
- It was felt appropriate to consider a concert from Sistema – the current Lord Mayor’s charity – to take place in 2016.

4. Declarations of interest

There were no declarations of interest.

5. Minutes

RESOLVED to agree the accuracy of the minutes of the meeting held on 20 March 2015.

6. Provisional outturn 2014-15

The service accountant presented the report. In response to a member's question, he said that the possibility of increasing the precept to cover the £2,808 of the pension deficit charge could be considered when the time comes to set the budget.

RESOLVED to note the provisional outturn report.

7. Mousehold Heath annual review 2014-15

The communities and neighbourhood manager presented the report, explaining that the higher level stewardship scheme (HLS) work carried out is vital to both Mousehold Heath and UK heathland. He highlighted the large amount of voluntary work undertaken and explained that – at a living wage level – this would have been worth £26k if carried out by paid staff.

It was suggested that closer work with the museums service could take place to highlight and utilise the historic nature of the heath, particularly with reference to schools visits. The communities and neighbourhood manager agreed that this was a good idea worth exploring.

In response to a member's question, the communities and neighbourhood manager said that the report would normally be published on the city council’s website, but was open to suggestions that members may have for wider distribution. Suggestions included delivering printed copies to heads of schools to encourage schools engagement and also to café Britannia. It was felt that it would be worthwhile to emphasise the health benefits of using the heath.

It was felt that it would be worthwhile to advertise the fact that the report is produced, and perhaps a leaflet could be used to summarise the content of the report and give people a link towards the PDF of the full report online.

It was suggested that it would be useful to examine linking in with *Walk Norwich* and other fitness schemes.

The communities and neighbourhood manager then explained that the Express Coffee Car business was interested in setting up a concession in the layby on Gurney Road. He asked if members were happy for work to continue on this, emphasising that a fee would be charged.

Although some concerns were raised regarding the potential overlap with the Zaks business and the need to ensure good practices regarding litter disposal and recycling facilities were in place, members voted unanimously in favour for work to continue in this area.

RESOLVED to:

- (1) note the Mousehold Heath annual review; and,
- (2) agree that the communities and neighbourhood manager would pursue the potential for the Express Coffee Car to open a concession in the Gurney Road layby.

8. Mousehold Heath update

The communities and neighbourhood manager presented the report, adding that concerns had been raised regarding dog fighting and training on the heath. He explained that neighbourhood officers were trying to deal with any dog mess issues and that wardens were being vigilant with regard to the dog fighting and training.

He said that concerns had also been raised regarding changes to parking on Britannia Road - particularly in light of the new extended opening times of the Britannia Café. It was felt that the car park surfacing was not appropriate as it stood.

RESOLVED to note the Mousehold Heath update.

CHAIR

Report to Mousehold Heath Conservators

Item

18 September 2015

Report of Chief finance officer

5

Subject Budget monitoring statement April – July 2015

Purpose

To provide the Conservators with a budget monitoring position for the Mousehold Heath Conservators revenue budget 2015-16 and capital position.

Recommendations

That the Conservators note the current budget monitoring position.

Financial Consequences

This report states the budgetary 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 value for money.

Contact Officers

John Mallaband (Service Accountant)

01603 212583

Background Documents

None

Report

1. Conservators approved a budget and precept for financial year 2015/16 of £214,323 at their meeting of 30th January 2015.
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 July 2015, and comparison of the expected out turn to the annual budget. 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. Premises costs for the period are currently forecast to be below budget due mainly to a forecast underspend for general repairs & maintenance along with a forecast underspend for cleaning.
 - B. 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.
 - C. Income from the football pitches is not expected to meet the budgeted figure.
 - D. 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 £239. 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 2015/16 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 2014/15	-£6,989
Precept 2015/16	-£214,323
Forecast Outturn 2015/16	£213,592
Less: Accounting Items AIS19 and Depreciation	£3,250
Less: 3rd instalment of Pension Deficit costs	£2,808
Forecast balance to be carried forward to 2015/16	-£7,278

Movement in Year	-£289

6. The position on capital is as follows, with no spend in 2015/16 to date or budgeted:

Rangers House receipt brought forward	- £100,766
Balance of receipts	- £100,766

Budget Monitoring Report

Year: 2015/16

Period: 4 (July)

42102 Household Heath Conservators

Neighbourhood Services

Approved Budget	Current Budget		Budget To Date	Actual To Date	Variance To Date	Forecast Outturn	Forecast Variance
EXPENDITURE							
Employees							
64,668	64,668	1405 Salaries Full Time	21,556	23,273	1,717	64,668	0
8,708	8,708	1406 Salaries Employer PF Contrib'ns	2,904	3,137	233	8,708	0
4,732	4,732	1935 Pension Added Years share	1,576	1,196	(380)	4,732	0
7,783	7,783	1939 Pension Deficit Recovery share	7,783	7,783	0	7,783	0
505	505	1990 Employee/Liability Insurance	505	442	(63)	505	0
86,396	86,396	Subtotal Employees	34,324	35,831	1,507	86,396	0
Premises							
4,000	4,000	2100 General Repairs & Maintenance	1,000	350	(650)	1,050	(2,950)
2,000	2,000	2600 Grounds General Mtce & Upkeep	1,010	1,010	0	2,000	0
71,855	71,855	2651 Grounds Maintenance contract	25,846	25,846	0	71,855	0
4,282	4,282	2655 Treeworks	1,540	1,540	0	4,282	0
598	598	2810 Electricity	150	307	157	921	323
750	750	2850 Water Charges Unmetered	188	0	(188)	750	0
750	750	2853 Sewerage Charge Metered	188	0	(188)	750	0
6,816	6,816	2875 Contract Cleaning	2,272	1,704	(568)	5,112	(1,704)
14	14	2900 Fire Insurance Buildings/Conts	14	13	(1)	14	0
A 91,065	91,065	Subtotal Premises	32,208	30,770	(1,438)	86,734	(4,331)
Transport							
1,260	1,260	3080 Car and Cycle Allowances	420	327	(93)	981	(279)
1,260	1,260	Subtotal Transport	420	327	(93)	981	(279)
Supplies & Services							
450	450	3370 Equipment - Purchase	152	82	(70)	450	0
450	450	3371 Equipment - Repairs/Maintenance	152	38	(114)	450	0
290	290	3399 Stationery Recharges	96	0	(96)	0	(290)
190	190	3550 Clothing and Uniforms General	64	111	47	332	142
192	192	3570 DPP Printing Costs	64	0	(64)	0	(192)
100	100	3710 Telephones General	32	0	(32)	0	(100)
190	190	3715 Mobile Phone Rentals & Calls	64	0	(64)	0	(190)
960	960	3910 Advertising General	320	597	277	960	0
2,822	2,822	Subtotal Supplies & Services	944	828	(116)	2,192	(630)
Capital Financing							
B 3,250	3,250	5701 Depreciation (Operational Assets)	1,084	0	(1,084)	3,250	0
3,250	3,250	Subtotal Capital Financing	1,084	0	(1,084)	3,250	0
184,793	184,793	Subtotal EXPENDITURE	69,980	67,756	1,224	179,553	(5,240)
INCOME							
Receipts							
C (3,000)	(3,000)	8123 Football	(1,000)	0	1,000	(1,700)	1,300
(13,000)	(13,000)	9039 Other Rents	(6,500)	(6,500)	0	(13,000)	0
(1,800)	(1,800)	9132 Catering Concessn Pitch & Putt	(900)	(900)	0	(1,800)	0
(17,800)	(17,800)	Subtotal Receipts	(8,400)	(7,400)	1,000	(16,500)	1,300
Government Grants							
(2,204)	(2,204)	7097 Government Grants: Specific	(736)	0	736	0	2,204
(2,204)	(2,204)	Subtotal Government Grants	(736)	0	736	0	2,204
(20,004)	(20,004)	Subtotal INCOME	(9,136)	(7,400)	1,736	(16,500)	3,504
INDIRECT							
Centrally Managed							
0	0	P100 Programmed Maint (ES/Prop Grp)	0	402	402	1,205	1,205
14,000	14,000	R100 Day to Day Reps (ES/Prop Grp)	4,668	2,092	(2,576)	14,000	0
14,000	14,000	Subtotal Centrally Managed	4,668	2,494	(2,174)	15,205	1,205
Recharge Expenditure							
8,040	8,040	4040 CDS IT Services Recharge	0	0	0	8,040	0
5,161	5,161	5022 CDS HR Services Recharge	0	0	0	5,161	0
1,814	1,814	5024 Property Services Recharge	604	702	98	2,106	292
7,075	7,075	5026 CDS Finance Services Recharge	0	0	0	7,075	0
6,671	6,671	5044 CDS Management Support	0	0	0	6,671	0
1,554	1,554	5047 CDS Comms + Research	0	0	0	1,554	0
5,087	5,087	5097 Recharge from AHOs/One Stop	1,696	0	(1,696)	5,087	0
D 35,402	35,402	Subtotal Recharge Expenditure	2,300	702	(1,598)	35,694	292
49,402	49,402	Subtotal INDIRECT	6,968	3,196	(3,772)	50,899	1,497
214,191	214,191	Total Household Heath Conservators	66,812	63,552	(3,260)	213,952	(239)

Report to Mousehold Heath Conservators
18 September 2015
Report of Head of local neighbourhood services
Subject Mousehold Heath management sub group review

Item

6

Purpose

To review the work of the management sub group and develop a terms of reference

Recommendation

That the Conservators agree to a review of the management sub group and the development of terms of reference.

Corporate and service priorities

The report helps to meet the corporate priority a fair city.

Financial implications

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

Contact officers

Bob Cronk, Head of local neighbourhood services

01603 212373

Background documents

None

Background

1. In 2007, the Conservators established a management sub to discuss the development of the work programme. The membership comprises the chair, vice chair and other interested members.
2. During the early period of the sub group being in existence, sub group members considered that the group provided an opportunity for informal discussions on works being proposed and planned. The Mousehold Heath Conservators meetings are held four times a year and there is not time at these meetings to dedicate to this detailed level of discussion.
3. An additional benefit was that this allowed the full Conservators meeting to take a more strategic view and approach of the management of Mousehold.
4. Members wanted to ensure that Conservators were aware and could contribute to the discussions and it was agreed that the sub group made reports to the Conservators at each meeting and where formal decisions are required that these are reported as agenda items at the Conservators meetings.

The work of the sub group and proposed next steps

5. It is the view of officers that the work of the management sub group has served the Conservators well. It has achieved its objective of allowing greater Conservator involvement and discussion in the development and implementation of the work programme.
6. Given the period of time that has passed since its establishment, it is proposed that the work of the group is reviewed and terms of reference are developed.
7. Conservators are therefore asked to agree to a review of the sub group to ensure it is meeting the requirements of the Conservators and that terms of reference are developed.
8. Conservators are asked to agree that a small group of Conservators undertake this work with officers and that a report is prepared of the January meeting of the Conservators on the proposals.

Type	Priority	Location Name	Item	Action	Management Plan Map 5 Aerial Map Location	Management plan Obj.	Estimated cost £	Lead	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	Budget committed
<p>There are two ponds on site that are fed by surface water run off these play host to breeding frogs and newts throughout Winter, Spring and summer and provide good habitats for aquatic invertebrates and plant life. Objectives are to retain water levels throughout the year and avoid introduction of unsuitable plant and animal species, remove any unauthorised introductions should they occur.</p>																					
Habitat Management - Water	1	Vinegar Pond	Pond	Monitor condition	E4	4.8	0	D/MW	MW	MW	MW									MW	
	1	Long Valley	Wildlife Pond	Monitor condition	E6	4.8	0	MW								MW	MW				
<p>Mousehold Heath covers 184 acres of which less than 10% is attributed to Heathland the rest is primary and secondary woodland with small areas of open grassland, open spaces and sports pitches. Objectives are to maintain, enhance and increase biodiversity of areas of heather and lowland heath vegetation, joining up of existing areas of heathland in line with the Higher Level Stewardship (HLS) scheme with the aim of extending open Heathland areas to 30% or more.</p>																					
Habitat Management - Heath	1	Heathland areas	Gorse management	Cut/collect gorse areas on rotation Conservation. Contractor	Annual rotation	4.5	2,000	MW/C								MW/C	MW/C	MW/C	MW/C		
	1	Heathland areas	Scrub clearance	Heathland restoration and cut scrub. Community Green Gym	E13-14/F13-14/G13-14/H14	4.5	1,500	MW/C	GG/MW	GG/MW	GG/MW	GG/MW	GG/MW	GG/MW	GG/MW	GG/MW	GG/MW	GG/MW	GG/MW	GG/MW	
	1	Heathland areas	Humus stripping	Remove topsoil from selected areas to encourage heathland regeneration. Contractor	Annual rotation	4.5	1,000	MW/C								MW/C	MW/C	MW/C	MW/C		
	1	St. James' Hill	Scrub clearance	Cut back scrub	E13-14/F13-14/G12-14/H13-14	4.5	0	MW								TCV/MW	TCV/MW	TCV/MW	TCV/MW		
	1	All Heathland areas	Control scrub regrowth	Control regrowth from previously cut scrub. TCV work parties	D3-4/E3-5/F3-5/G3-5&7/H4-5&7/I4-5/J6-7/K6-7/L6	4.5	4,500	MW	TCV/MW	TCV/MW	TCV/MW	TCV/MW	TCV/MW	TCV/MW	TCV/MW	TCV/MW	TCV/MW	TCV/MW	TCV/MW	TCV/MW	
	1	Heathland areas	Bracken control	Cut/bruise bracken in open areas TCV work parties	G4-5/H5/I5	4.5	0	MW			TCV/MW	TCV/MW	TCV/MW								
	3	Playing field adj pitch & putt	GNDP project	Monitor/manage heathland project area	K6/L6/M6	4.5	0	MW	MW	MW	MW	MW	MW								
<p>Grasses and wild flower species favouring acid soil conditions are an integral component of heathland vegetation providing a diverse habitat for a multitude of insects, these areas will be rapidly lost without appropriate management. Objectives are to cut vegetation once per year and remove arisings ensuring nutrient levels are kept to a minimum, periodically remove encroaching scrub and trees.</p>																					
Habitat Management - Acid Grassland and Wild Flower Meadow	1	The Desert	Wild Flower management	Cut areas & remove arisings (Cons.Cut 5) Contractor	C5-6/D5-6	4.6	0	MW/C													
	1	The Anthills	Grassland management	Cut areas & remove arisings (Cons.Cut 5) TCV GG MW	G8/H8	4.6	0	MW/TCV								TCV/GG MW					
	1	The Anthills	Grassland management	Control any encroaching scrub TCV GG MW	G8/H8	4.6	0	MW/TCV								TCV/GG MW	TCV/GG MW	TCV/GG MW	TCV/GG MW		
	2	St James' Hill/Cav Track area	Scrub management	Control, or coppice areas on rotation	E14/F12-14/G14	4.6	0	MW							TCV/GG MW	TCV/GG MW	TCV/GG MW				
<p>Mousehold Heath now mainly consists of dense woodland with little understory or ground flora. To increase and improve its ecological value, objectives are to create a network of rides and glades by widening existing tracks and pathways, works include thinning, coppicing and pollarding allowing in more light for ground flora to flourish while retaining standing and fallen dead wood.</p>																					
Habitat Management - Woodland	2	All areas	Coppicing, pollarding	Expand woodland ride and glades using work parties and contractors		4.7	9.2	0	MW							TCV/GG MW/C	TCV/GG MW/C	TCV/GG MW/C	TCV/GG MW/C		
	2	Gilman Rd	Path/cycleway	Complete tree work (if not done 2010/11)	A5-F8	4.7	0	ARB/MW								MW	MW	MW	MW		
Cost code: Treeworks 2655	1	All areas	Programmed works	Tree section: Carry out safety related tree works		4.7	4,319	ARB/MW	ARB	ARB	ARB	ARB	ARB	ARB	C/MW	C/MW	C/MW	C/MW	C/MW		
	1	All areas	Emergency works	Carry out safety related tree works		4.7	0	ARB/MW							C/MW	C/MW	C/MW	C/MW	C/MW		
	2	All areas	Woodland Grant Scheme	Investigate viability for Mousehold		4.7	0	MW	MW	MW	MW										
<p>Ensure that the importance of Mousehold Heath as a historic landscape is protected. Objectives are to retain and conserve key landscape elements such as open heathland, hills and hollows, archaeological and historical features along with historical buildings, memorials and protected scheduled ancient monuments.</p>																					
Historic Building and Landscape Management	1	St. William's Chapel Site	Maintain site	Clear encroaching vegetation to agreed plan TCV GG work parties	J4/K4	4.9	0	MW								TCV/GG MW	TCV/GG MW	TCV/GG MW	TCV/GG MW	TCV/GG MW	
	1	Pitch & Putt hub board	Interpretation sign	Design & install	J4/K4	4.9	1,500	MW					MW	MW							
	3	Tram Track	Historic routes	Open up	I6/J5-6/K5	4.9	0	MW								TCV/GG MW	TCV/GG MW	TCV/GG MW	TCV/GG MW	TCV/GG MW	
	2	The Pavilion	Maintenance and Improvements	Monitor lease agreement and repair proposals. Firebreak maintenance	G7	10.1iii	0	MW/A&CM													
	1	Fountain Ground Bandstand	Repair and Maintenance	Monitor condition	H8	10.1 iv	0	MW													
	1	Mottram Memorial	Repair and Maintenance	Monitor condition	F14	10.1 v	0	MW													
	1	World War II commemorative plaque	Repair and Maintenance	Monitor condition	F9	10.1v	0	MW													
<p>Promote the use of Mousehold Heath through publicity, local press, guided walks and other public events including schools and local community groups.</p>																					
Visitor Management	2	Whole site	School visits	Organised visits & activities		4.10	0	MW	MW	MW	MW	MW				MW	MW	MW	MW	MW	MW
	2	Off site	School talks	Talks & activities to schools		4.10	0	MW	MW	MW	MW	MW				MW	MW	MW	MW	MW	MW
	2	Whole site	Public events	Organise & run year round programme		4.10	0	MW	D	D	D	D	D	D	D	D	D	D	D	D	D
	1	Whole site	Site management notices	Produce site info notices prior to works commencing		4.10	0	MW					MW			MW	MW	MW			
	3	Way marked trail	Way marked posts	Maintain and repair as required		4.10	0	MW	MW	MW	MW										
	1	Selected areas	Geological interpretation Earth Heritage Trail	Maintain and repair as required TCV GG work parties	MW	4.10	0	NGP/MW	TCV/GG MW	TCV/GG MW	TCV/GG MW	TCV/GG MW	TCV/GG MW	TCV/GG MW	TCV/GG MW	TCV/GG MW	TCV/GG MW	TCV/GG MW	TCV/GG MW	TCV/GG MW	TCV/GG MW
	2	Whole site	Easy access	Continue to review easy access provision & propose improvements	Various	4.10	0	MW				MW	MW								
	1	Off site	Web Site and leaflets	Update leaflets and city council M'hold web pages		4.10	0	MW	MW	MW	MW										
	2	Whole site	Guided walks programme	Deliver annual programme of guided walks/activities	Various	4.10	0	MW	MW	MW	MW	MW	MW	MW	MW	MW	MW	MW	MW	MW	MW
	1	Whole site	Litter	Litter pick, monitor contractor	Various	4.10	0	MW	C	C	C	C	C	C	C	C	C	C	C	C	C

Report to Mousehold Heath Conservators
18 September 2015
Report of Head of local neighbourhood services
Subject Mousehold Heath update

Item

7

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 during the last period.

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

Site management

1. Large areas of invasive bracken have been cut back, pulled up and removed from heathland areas to allow heather to grow and flower.
2. A number of BMX jumps have been removed by the Mousehold wardens with the help of a local volunteer.
3. Earth Heritage Trail Interest Points have been maintained prior to the Heritage Day Walk.
4. Volunteers from the Dibden Road, Supportive Living Hostel carried out the removal of old posts and fencing to make the areas safe for users of the heath. The hostels Jumpstart Programme, assists their residents to engage in activities help re-introduce them to a working structure.

Asset management

5. New graffiti found on benches and litter bins on Gilman Road has now been removed.
6. During the summer, a camper set up camp adjacent to Gilman Road. The Mousehold wardens advised the individual on a number of times that this was against the byelaws and involved the Council's rough sleeper/single home coordinator and Police to support the request to leave Mousehold. However the camper did not vacate the site and Nplaw were instructed to apply for a court order for the individuals to leave Mousehold. Thi is in progress.

Tree management

7. Twenty four windblown, dead, dying or dangerous trees have been made safe, cut up and removed from near paths and high amenity areas by Mousehold wardens with help from a student from Easton College.

Access works

8. Paths on St. James Hill, Mousehold Avenue and from Gurney Road car park have been maintained by TCV, Green Gym and other volunteers supervised by Mousehold wardens.
9. Paths have been cut back around St. Williams Chapel by members of the Mousehold Heath Defenders.
10. The emergency vehicle access route along Gilman Road has been maintained.

Promotion and Interpretation

11. After the Itinerant meeting in July to view information boards and heath signage, discussions have started regarding information hubs sited on the car parks. The project will look at what signage will look like and what infrastructure information should be included to assist visitors to the heath.

Volunteers

12. There have been a total of 954 volunteer hours on site in the last quarter. These have been completed by:

- The Conservation Volunteers (TCV)
- Norwich Community Green Gym
- Mousehold Heath Defenders
- The Assist Trust
- An Easton College work placement student
- Volunteers from the community.
- Dibden Road Hostel JumpStart Project participants.

13. 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.

Citizen Article

14. As part of the aim to encourage more people to volunteer on the heath an article was published in the autumn edition, headlined Mousehold Heath Heroes (page 17). This is available on the council's website.

<http://www.norwich.gov.uk/services/Documents/CitizenAutumn2015.pdf>

Surveys

15. A number of bee, butterfly, flower, moth and dragonfly surveys have been carried out by members of Mousehold Heath Defenders, Green Gym and individuals from the community, collecting important data on the site's biodiversity. All records are forwarded to county recorders and Norfolk County Council's, Norfolk Biodiversity Information Service.

Events

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

17.

- A number of Forest School environmental education activities.
- Playdays children activity day and a bandstand concert organised by Norwich City Council Events team on the Fountain ground.
- A community summerwatch wildlife walk.
- Butterfly walk led by the county recorder
- Site management and wildlife walk
- Guided walks for Norwich MIND, Horning Walking Group and the author of a new novel about Kett's Rebellion have been led by Mousehold wardens.
- Three moth survey evenings

Prayer event

18. A prayer event took place in 2014 on Mousehold which created traffic and parking issues in the vicinity of Gurney Road. Due to this, Conservators took a decision that such an event should not be booked in future as the Fountain ground was not suitable for this size event.
19. Unfortunately a similar event was booked earlier this year without reference to this decision. Following the request the events team sought advice from the Norfolk Constabulary who indicated that the organisers could manage the event and that the issues that arose in 2014 would not happen.
20. Following this it has been re-confirmed that no such event should be approved in future.

Annual work programme

21. A copy of the 2015-16 work programme is attached as appendices to the report and an update on progress will be provided at the meeting.