

Wormwood Scrubs Charitable Trust Committee

Agenda

Tuesday 9 December 2014

7.00 pm

Old Oak Community Centre, 76 Braybrook Street, London, W12 0AP

MEMBERSHIP

| Administration: | Opposition | Co-optees |
|--|--------------------------|-----------|
| Councillor Elaine Chumney Councillor Wesley Harcourt (Chair) | Councillor Joe Carlebach | |

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Members of the public are welcome to attend. A loop system for hearing impairment is provided, along with disabled access to the building.

Date Issued: 01 December 2014

Wormwood Scrubs Charitable Trust Committee Agenda

9 December 2014

| <u>Item</u> | <u>Pages</u> |
|---|---------------------|
| 1. MINUTES OF THE LAST MEETING | 1 - 7 |
| To approve as an accurate record, and the Chair to sign, the minutes of the meeting held on the 9 th September. | |
| 2. APOLOGIES FOR ABSENCE | |
| 3. DECLARATIONS OF INTEREST | |
| If a Councillor has any prejudicial or personal interest in a particular item they should declare the existence and nature of the interest at the commencement of the consideration of that item or as soon as it becomes apparent. | |
| At meetings where members of the public are allowed to be in attendance and speak, any Councillor with a prejudicial interest may also make representations, give evidence or answer questions about the matter. The Councillor must then withdraw immediately from the meeting before the matter is discussed and any vote taken unless a dispensation has been obtained from the Standards Committee. | |
| Where Members of the public are not allowed to be in attendance, then the Councillor with a prejudicial interest should withdraw from the meeting whilst the matter is under consideration unless the disability has been removed by the Standards Committee. | |
| 4. MANAGER'S REPORT | 8 - 19 |
| To receive a report from the Director for Safer Neighbourhoods and the Director for Finance and Resources, ELRS on recent management activity | |
| 5. DATES OF FUTURE MEETINGS | |
| The following meeting date is proposed: | |
| <ul style="list-style-type: none">• Wednesday 4th March | |



London Borough of Hammersmith & Fulham

Wormwood Scrubs Charitable Trust Committee Minutes

Wednesday 3 September 2014

PRESENT

Committee members: Councillors Joe Carlebach, Elaine Chumnerly and Wesley Harcourt (Chair)

Officers: Mark Jones (Director for Finance and Resources) , David Page (Director for Safer Neighbourhoods), Tom Cardis (Principal Planning Officer), Sam Maloney (KPMG), Maria Campagna, Craig Bowdery (Committee Coordinator), Fern Aldous (Assistant Committee Coordinator)

Apologies: Ian Ross (Parks Manager)

7. MINUTES OF THE LAST MEETING

RESOLVED –

That the minutes of the meeting held on the 3rd September be approved as an accurate record and that they be signed by the Chair

8. APOLOGIES FOR ABSENCE

Apologies for Absence were received from Ian Ross (Parks Manager)

9. DECLARATIONS OF INTEREST

There were no Declarations of Interest

10. WORMWOOD SCRUBS CHARITABLE TRUST STATEMENT OF ACCOUNTS 2013/14

The Committee received a report and an 'In Errata' amendment from the Director for Finance & Resources (ELRS) detailing the Annual Accounts for 2013/14.

The Committee was asked to note that the auditors had given the Trust a clean report on the accounts for the year ending 31st March 2014.

Concern was expressed over the "In Errata" addition to the report, which was felt to be unnecessarily pessimistic. The representative from the auditor explained it gave a true representation of the affairs and sat within a report which balanced it with positive messages. It was felt however that some of the additional wording could be damaging to the Trust's dealings with outside bodies. It was agreed that the Trustees report would be amended to remove the potentially damaging part of the "in errata" additional wording, and that this would not impact on the auditors' certification of the accounts.

Members asked which areas of the Scrubs the report related to, specifically if it included the area known as "Little Wormwood Scrubs" as no mention was made to it in the report. There was debate as to whose had responsibility for this area. It was suggested that the area was managed by Kensington and Chelsea, hence its omission from the report, however it was asked that the ownership be confirmed.

Action: David Page

Members asked about the current distribution of the report and whether this could be extended to other avenues such as the council website, a press release or via hard copies being sent to the statutory bodies with a covering letter from the chair. This was agreed to be worthwhile as the report gave a good overview of the work of the Trust.

Action: Mark Jones

RESOLVED –

i) That the following passage be removed from the report:

"The Trust therefore still has some way to go in order to reach a breakeven point in its finances."

ii) That it be noted that the financial statements give a true and fair view of the state of the charity's financial affairs as at 31 March 2014

iii) That it be noted that the financial statements have been properly prepared in accordance with UK GAAP

iv) That it be noted that the financial statements have been properly prepared in accordance with the Charities Act 2011

v) That the management representation letter be approved and signed

vi) That the Wormwood Scrubs Charitable Trust's 2013/14 audited Statement of Accounts and Trustee's Report be approved and signed

vii) That the delegation of authority to the Director for Finance and Resources, Environment, Leisure and Residents Services for the approval of the audited 2013/14 Statement of Accounts and Trustee's report in the event of auditor changes subsequent to this committee meeting be approved and signed

viii) That the contents of the annual risk assessment be noted

11. MANAGER'S REPORT

The Committee received a report from the Director for Safer Neighbourhoods and the Director for Finance and Resources ELRS updating the committee on management activity carried out since the last meeting.

The report covered the following areas:

Negotiations with HS2 over Wetland Habitat

Officers reported that a meeting had taken place with HS2 to discuss the proposal that monies that would have been invested into the wetland habitat project be instead paid to the Trust to undertake works in agreement with HS2. The amount of money that the Trust would receive would be discussed at a further upcoming meeting. It was agreed that the Trust should give an optimistic estimate as to the amount of money the Scrubs needed as this would give them room for negotiation at the meeting, although it was reminded that HS2 would need assurances that the money was spent in a manner that fulfilled their duty to offset the negative impacts of the scheme. The Committee asked for a debrief of the upcoming meeting.

Action: Tom Cardis

TFL Overground Options Update

Officers provided an update on the ongoing consultation on the three TFL overground options. The Trust and Council's position was still firmly for Option C. Although not official, it was known that TFL's preference at this stage was for Option A. On other Local Authorities, it was known that Brent supported Option A, but that Ealing were known to be less keen on this option. Members asked why the position of the other Local Authorities was still not known and asked that officers clarify Ealing's position to the options. It was noted that the views of other boroughs had been changing and were not yet settled. The Chair asked that officers remain mindful of the tight timescale of these proposals. It was asked that a formal response be drafted from the Trust in response to TFL consultation on the options in good time and that this response should not be delayed whilst information is sought from other Local Authorities.

Action: Tom Cardis

The Committee discussed TFL's proposals in relation to the 1879 Act protecting the Scrubs. It was seen as a useful tool in the opposition to Option A as it provided a legal reason for the opposition. Members agreed that there would likely be cross party support to strengthen the Act in the face of TFL's attempting to overcome it in their bill.

It was reported by the Friends of Wormwood Scrubs that they had arranged a walk around the Scrubs with TFL representatives and the bird-watcher David Lindo. The Committee were invited to join the walk, and the representative of the Friends agreed to circulate the dates to members.

Action: Friends of Wormwood Scrubs

Mayoral Development Corporation

The Committee discussed the impact the MDC would have on the Scrubs. The Trust felt that the Scrubs should not be included within the boundary of the MDC. It was felt that the Scrubs did not need the complete regeneration the scheme was offering and that it should keep its natural beauty. It was felt that the Scrubs would be able to gain benefits of being adjacent to the scheme without being included in the boundary. The Committee agreed to Trust approve the draft response letter laying out the Trust's objections to being included within the MDC be approved.

The Friends of Wormwood Scrubs reported that a meeting had been arranged between them and Sir Edward Lister, Deputy Mayor of Planning and Policy for London. The Committee asked that they be kept updated as to the outcome of this meeting.

Action: Friends of Wormwood Scrubs

QPR Football Club

Officers reported that they had been approached by QPR Football Club with an invitation for the members to attend a preview of the public exhibition of their plans for the redevelopment of Old Oak, including a new stadium. The chair expressed his concern that this could be seen as a private meeting between a Member and a Developer. Officers assured the members that the meeting would be a formal opportunity to ask questions about the proposals and could not be construed as the football club influencing members. It was agreed that if they should attend it should be as representatives of the Trust and not as the Local Authority, which would open the invitation up to the Friends of Wormwood Scrubs. Members requested that officers liaise with Executive Support to coordinate members' attendance.

Action: Tom Cardis

In relation to the TFL options discussed previously in the meeting it was noted that QPR Football Club also supported Option C. It was asked whether they were planning on making a formal representation of their preference. This would be clarified at an upcoming meeting.

Action: Tom Cardis

Events

The committee discussed the use of the Scrubs by Olympia Exhibition Centre. No feedback on the arrangement had been received from residents and the use was generally seen as positive. It was discussed whether an alternative access route could be viable for the large vehicles.

The cancellation of the "Good Times in the Park" event was reported as being due to the MPS and IPN being unable to reach an agreement over the SSPA. The cancellation was seen to have both positive and negative consequences for the Scrubs. The Committee agreed that the principle behind the event was good and that they were keen for similar events to take place in the future on the Scrubs, although more organisation and forethought than was present in the planning of the Good Times event was needed. It was agreed that systems should be in place to support organisers looking to hold such events on the Scrubs.

The position of the Friends of Wormwood Scrubs was sought and it was reported that they recognised the need for the Scrubs to raise revenue and that they had had no major objection to such an event in principle, however they had many issues with the way this particular event was organised and the impact it would have had on the Scrubs and the surrounding area.

It was reported that the Good Times organisers were keen to hold the event next year. The committee agreed to receive proposals from Officers about possible future music events at the next meeting. *BMX Track*

The BMX track was now open and in good use. There had only been one complaint received which had come from a local school who reported that they had not been made aware of the opening, despite a consultation event being held in the school. The Friends had no objections to the BMX track.

Linford Christie Stadium

It was reported that the works on the stadium had now been completed. The committee agreed that it would create positive publicity if the stadium could be reopened by a high profile sports person, possibly someone from QPR football club. Officers agreed to take the proposal to the upcoming meeting with the club.

Action: Tom Cardis

The potential revenue from sports clubs using the refurbished facilities at the stadium was discussed and it was reported by officers that this was not expected to be a significant sum. Members thought that the stadium had a greater potential for revenue than it was currently getting. Members expressed their desire for a tour of the stadium.

Action: David Page

School Bus Routes

There was a discussion on the current route school buses were taking to get to sports lessons at the Linford Christie Stadium as there had been reports that this was causing disruption to the residents of Woodman's Mews. Other routes were discussed, including the option of using Artillery Way. This was only seen to be a viable option once the Artillery Wall had been removed and a review had been done on the work needed.

Action: David Page

Improvements to car park and increased revenue

It was reported that the license on the hospital car park had been agreed in principle to be increased. This would result in a one off benefit of £300,000 as it would be backdated. It was noted that this would increase to £93,000 a year. However a condition of the increase was that £200,000 out of the £300,000 windfall must be spent on necessary repairs to the car park, which would make up half the cost of the overall bill for the repairs. The hospital would match that from its own resources. Members asked that it be clearly stated in negotiations that there was a definite cap of £200,000 placed on their contribution to the repairs. Due to

the increase in revenue, it was reported that the Trust had a good prospect of breaking even for the current financial year.

Friends of Wormwood Scrubs

It was with sadness that it was reported that Stephanie Gray, a dedicated member of the Friends of Wormwood Scrubs had recently passed away. Approval was given for the erection of a memorial bench.

Members expressed their sadness at hearing the news and asked that their condolences be recorded.

Potential Committee Members

The opinion was expressed that the list of potential committee members was too orientated towards sport and did not contain enough candidates for environmental causes. It was felt that as anyone was allowed to attend and speak at the meeting that this was not a pressing issue.

Grass Cutting

A number of users of the Scrubs had raised the issue that they felt the grass had been allowed to grow too long in some areas. It was agreed that cutting the grass short in certain areas would be beneficial to the Scrubs use by residents. Officers would consult with the Friends of Wormwood Scrubs to identify potential areas to be cut and would arrange a walk of the area to aid there decision.

Action: David Page

Other Issues

Members enquired as to the expiry of the Quadron contract. Officers agreed to check it's length..

Action: David Page

12. DATES OF FUTURE MEETINGS

The dates of the next meetings are set for:

9th December 2014

4th March 2015


Meeting started: 7.00 pm

Meeting ended: 8.20 am

Chair

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Agenda Item 4

| | |
|---|--|
|  | London Borough of Hammersmith & Fulham WORMWOOD SCRUBS CHARITABLE TRUST COMMITTEE 9 DECEMBER 2014 |
| MANAGER'S REPORT | |
| Report of the Director for Safer Neighbourhoods and the Director for Finance and Resources, ELRS | |
| Open Report | |
| Classification: For decision and for noting. Key Decision: No | |
| Wards Affected: College Park and Old Oak | |
| Accountable Executive Director: Lyn Carpenter, Executive Director for ELRS | |
| Report Authors: Mark Jones, Director for Finance and Resources David Page, Director for Safer Neighbourhoods | Contact Details: Tel: 020 8753 6700 E-mail: mark.jones@lbhf.gov.uk |

1. Executive Summary and Decisions Sought

1.1. The Committee is asked to approve that:

- *A Live Nation event is supported in principle and officers are authorised to continue working up the proposal with the company.*

and to note all other matters in this report.

2. Opposition to the Wetland Mitigation Area Proposed in HS2 Bill

2.1 The HS2 Hybrid Bill was submitted to Parliament in November 2013 which included proposals for a Wetland mitigation area on Wormwood Scrubs to offset for lost habitats along the HS2 route between Old Oak Common and Northolt.

On 16th May, H&F Council lodged a petition against the HS2 Bill, which included an objection to the creation of this habitat. The Wormwood Scrubs Charitable Trust and Council in meetings with HS2 have stated that they are opposed to the proposed wetland area which they consider is unacceptable.

2.2 At the most recent meeting held with HS2 and H&F council officers on 8 September 2014 HS2 confirmed that they were willing to negotiate on the type and location of the ecological mitigation proposed on the Scrubs.

They made it clear however that they will need to ensure there is no net loss in habitat which they have committed to in their Environmental Statement. At the meeting H&F council officers put forward a potential idea for an ecology centre with landscape around it to be used by schools and groups which was similar to an existing facility at Holland Park in RBKC. HS2's view was that a building of this nature would probably not constitute adequate mitigation. It was agreed that H&F council would work up alternative proposals in more detail with costings and forward these on to HS2 for further consideration.

Committee to Note.

3. TfL's proposed Overground Station at Old Oak Common

- 3.1 The current HS2 proposals at Old Oak Common do not include any connection to either the North London Line (NLL) or West London Line (WLL), which pass in close proximity to the planned HS2/Crossrail Old Oak Common station. The Greater London Authority (GLA), TfL and H&F Council all believe that this lack of a connection is a missed opportunity, both in terms of regenerating Old Oak and also in terms of benefitting west London as a whole through the better connectivity that such a connection would provide for both the West and North London Lines. The GLA, TfL and H&F Council are all petitioning HS2 to provide this Overground connection within the HS2 Bill.
- 3.2 TfL is currently consulting on three options for how this connection could be provided.

Options A

A **viaduct** running along the northern edge of the Scrubs, connecting the West London Line to the North London Line and including a new overground station to the north of Wells House Road located on Old Oak Lane. This option would result in some land take by encroaching on the north-western corner of the Scrubs and would be of a significant height at 10m above ground level to be visually obtrusive. This option is therefore **strongly opposed** by both H&F council and the Trust.

Option B

A **loop line using existing freight lines** running to the north with a station to the north of Wells House Road. West London Line trains would have to turn around at this station which would add delays to journey times, making this option less desirable in terms of operations and connectivity. This option does not impact on Wormwood Scrubs so although not the preferred option we would not object if this were taken forward as the Council considers connection to the Overground network as critical to support the regeneration of the area.

Option C

Two stations on the existing West and North London Lines (The North London Line station at Wells House Road and the West London Line

station at Hythe Road)

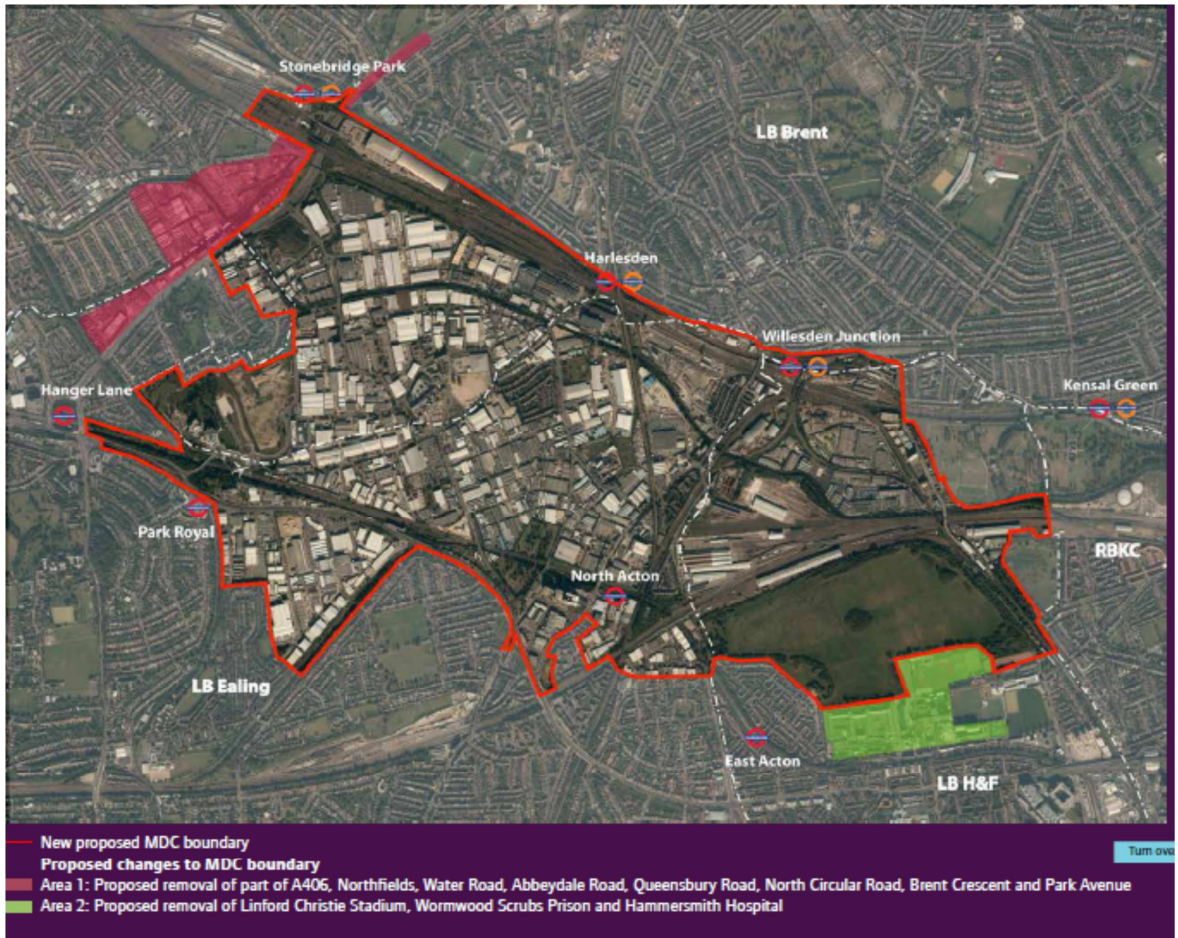
This option is **strongly supported** by H&F Council and the Trust as it would have no adverse impacts on Wormwood Scrubs. Although it may not be as good as Option A in terms of connectivity it has benefits in unlocking regeneration and development to the north of the Grand Union Canal. The Wormwood Scrubs Charitable Trust and H&F Council have both stated their preference for option C at meetings with TfL.

- 3.3 The deadline for comments on TfL's consultation ends on is **Monday 24 November 2014**. The Trust's response will be broadly similar to that of LBHF.

Committee to Note.

4. Old Oak Mayoral Development Corporation

- 4.1. The Mayor of London consulted on the establishment of a Mayoral Development Corporation (MDC) for the Old Oak and Park Royal area in June – September 2014. The boundary of the proposed MDC included Wormwood Scrubs and Linford Christie Stadium. The Trust's response to the MDC objected to the inclusion of the Scrubs and Linford Christie Stadium within the MDC boundary.
- 4.2. On 5 November the GLA announced that in response to comments received during the public consultation it would be re-consulting on the boundary of the MDC. These proposed boundary amendments included removal of land to the west of the A406 in the London Boroughs of Brent and Ealing, and land to the south of the Wormwood Scrubs in the London Borough of Hammersmith and Fulham. It is proposed that Linford Christie Stadium, Wormwood Scrubs Prison and Hammersmith Hospital are all now excluded from the MDC boundary. See map below.
- 4.3. The deadline for responses was Wednesday 26 November 2014. Wormwood Scrubs remains in the MDC boundary and a response was made from the Trust welcoming the removal of Linford Christie Stadium but remarking the arguments that Wormwood Scrubs should also be excluded.



Committee to Note.

5. Filming and Events Update

- 5.1. **Use of the Red Gra** - The Red Gra space has been used for private filming firms as a base for temporary parking. Woodmans Mews residents has been informed prior to each hire. No formal complaint has been received so far.
- 5.2. Use of Red Gra as marshalling space by Earls Court Olympia started in April 2014. It has been successful and no resident feedback has been received. The entry and egress of the lorries is timed and facilitated by marshals to minimise disruption. If the Red Gra is dusty there is also a facility to dust down the area. As this has been successful it is hoped further bookings will continue to be made in the next financial year. The site access point has been reviewed and the following was agreed with the Earls Court Olympia management team. Small vehicles will in future enter from the gate in the car park. This will reduce traffic down the barriered road.

- 5.3. **Summer 2015 Event** - Officers are in discussion with Live Nation regarding staging an event next summer. Live Nation are a reputable and well established events company.
- 5.4. Live Nation would like to bring the 'Electric Daisy Carnival' (EDC) to Wormwood Scrubs. The event is a festival whose origins are in the United States of America and which has a large following. The events in the USA attract a large fan base with its largest event being in Las Vegas with a crowd of over 800,000 people over 3 days.
- 5.5. In 2015 the UK event will be in its third year. Its home in 2013 was Queen Elizabeth Olympic Park (capacity 50,000) for a one day event and in 2014 was Milton Keynes Bowl (capacity 50,000).
- 5.6. The event music genre is Electronic Dance and is proposed to run a single day event aimed at the 25 – 34 year age range, although people range from 18 – 65 yrs, predominantly male biased (around 60 / 40 split).
- 5.7. The event aims to bring a highly visual and sound orientated music mix to its customers. In 2014 the event saw a range of customer experiences including four stages made up of a large outdoor stage and smaller tented stages. In addition to fun fairs, licensed bars and the world's largest LED screen which spanned the whole of the Milton Keynes Bowl.
- 5.8. The proposal is for it to take place during July 2015, as below;
- 7 days setup
 - 1 day main event 12 noon to 11pm- proposed
 - 4 days breakdown
- 5.9. It has potential to bring in £150k net income and additional charges e.g. Traffic Management Order, Park Policing.
- 5.10. Live Nation (Music) UK Ltd (LN) is a part of the Live Nation Entertainment Company, which is the world's largest live entertainment and e-commerce company. It has a number of group companies within the United Kingdom including Festival Republic and Academy Music Group.
- 5.11. Examples of events and festivals that have been organized, promoted or managed by LN include:
- Download Festival
 - Wireless Festival
 - Calling Festival- previously Hard Rock Calling
 - 46664 - Nelson Mandela Birthday Party
 - Diana - A concert to Remember
 - Live 8
 - Creamfields
 - Olympic Live Sites – Hyde Park / Victoria Park / Trafalgar Square
 - Anniversary Games – Olympic Stadium
 - U2 360 Tour

- BBC Radio 1's Teen Awards
- BBC Radio 1's Big Weekend
- NFL Games at Wembley Stadium
- Lollibop 2014 – Hatfield House
- Winter Kingdom 2014

5.12. A range of benefits are anticipated:

- Substantial income
- Free tickets for local residents
- The organisers would contribute to the Scrubs development and maintenance
- The Borough would be hosting a world standard music event
- Possible employment for local residents

5.13. There are some issues to resolve as part of the planning for the event:

- Noise and Light Pollution
- Transport - The organisers have contacted TfL and they have various transport solutions for 50,000 participants
- Licensing process and MPS
- Impact on the local life and Scrubs
- Impact on H&F Sports Bookings
- Local stakeholders views/perceptions
- Alteration to the Scrubs e.g. removing some trees from Scrubs Lane area for egress

5.14. The next steps are:

- LBHF Licensing Action Group Briefing
- Internal and external briefing
- Setting up a working group

The Committee is asked to

A) Support the Live Nation event in principle and authorise officers to continue working up the proposal with the company.

and

B) Note that a final Committee decision to allow the event to use the Scrubs will be required after Christmas and no later than March 2015.

6. Sports Facilities

6.1. **School Bus Access** - School groups have customarily used the road leading into the stadium. School bus drivers are reminded of the 5 mile an hour speed restriction on the road up to the site and to be very aware of other users of the facility. The main reason why the schools prefer to drop

off close to the facility is that they only have a limited time for their PE/sports lessons and walking the students would eat into this time. Further, the vehicles are able to wait and turn around safely inside the stadium. Also, the schools believe they do not have enough staff to walk their students from the road to the stadium safely. Finally, they bring their own sports equipment which they could not carry easily the distance from the road to the stadium.

- 6.2. Officers have not found a viable alternative as the other main entrance does not allow the necessary space because of the unsafe Artillery Wall. Of course the current arrangements will continue to be monitored but any hazardous conduct observed by other Wormwood Scrub users should in the first instance be reported to stadium staff.
- 6.3. **Formal Opening of the Linford Christie Stadium Improvements** - At this time it is not thought to be appropriate to have an official opening of the recent refurbishment to some of the buildings. Whilst great improvements have been made to the male changing rooms, the community room and the kitchen area, a high proportion of the funding was spent on repairing the flat roof. Also, there is still more building work planned, for example, to the part of male changing area which is currently abandoned as we want to bring it back into use.

Committee to Note.

7. Property Issues

- 7.1. It is confirmed that the freehold of Little Wormwood Scrubs is owned by the Council.
- 7.2. Officers have received confirmation from the Imperial College Healthcare NHS Trust that they have obtained Board approval to proceed with the licence renewal at an annual licence fee of £310,536. The arrears as at 25th December 2014 will amount to £321,350.
- 7.3. The majority of the clauses in the licence agreement have been agreed.
- 7.4. It is expected that the licence will be completed by the end of December 2014.
- 7.5. Both parties have agreed a specification of works for resurfacing part of the car park and it is expected these works will be undertaken in March/April 2014. WSCT contribution to these works will be capped at £200,000.

Committee to Note.

8. Community Safety Update

- 8.1. Parks Police dealt with 31 Incidents and carried out 227 high-visibility uniform patrols during Quarter Two.
- 8.2. All remaining 'encampments' on the Scrubs Lane side of the Park have now been removed and patrols have increased to prevent any re-appearing.
- 8.3. The Woodmans Mews Barrier has been working reasonably well and the radio control works effectively. The staff at Linford Christie are able to operate the barrier remotely and only authorised persons are permitted to enter. The barrier itself is very old and its lifespan is limited. An estimate for a new barrier system has been obtained and is in the region of £15,000.
- 8.4. A recent operation prevented a large number of persons from the settled traveller community from riding motorcycles that were suspected of being stolen on the Scrubs. Whilst no arrests were made one motorcycle was seized and a strong deterrent message was sent out.
- 8.5. Officers have attended the Linford Christie Stadium on a number of occasions to assist stadium staff in dealing with large numbers of mainly Somali youths who have entered the football pitch areas without booking or paying. They have been removed and redirected to the free pitches on the Scrubs.
- 8.6. The Parks Police Team who dealt with the traveller incursion in January were nominated for and won a Tri-Borough Staff Star Award in November. Parks Police dealt with 33 Incidents and carried out 203 high-visibility uniform patrols during Quarter One.

| Month | Incidents | Crimes | Patrols |
|----------------|-----------|--------|---------|
| July 2014 | 12 | 4 | 91 |
| August 2014 | 8 | 1 | 65 |
| September 2014 | 11 | * | 71 |

*MPS data for September not yet published.

Committee to Note.

9. Grounds Maintenance update

- 9.1. Officers were asked to consider whether a memorial bench could be placed on Wormwood Scrubs in memory of Stephanie Gray. This is possible and easily deliverable. Officers would welcome the opportunity to

discuss further with the Friends of Wormwood Scrubs including selecting a suitable and fitting location for this to be sited.

- 9.2. Wormwood Scrubs has traditionally been managed for nature conservation and wildlife, which has included limited grass cutting. Officers will look into cutting selected areas of grass more frequently starting next Spring.
- 9.3. The current contractual arrangements with Quadron Services Limited are scheduled to run until 31st March 2021. The service was extended in accordance with the terms of the contract in November 2013 although the full option to extend to 2022 was not taken in order to align with the sister contract operated in The Royal Borough of Kensington and Chelsea.
- 9.4. The installation of benches we committed to delivering in the 2014/15 work programme is now almost complete, and we anticipate a further 5 benches will be installed before the end of the financial year, including a picnic bench near Braybrook Street/outdoor gym. Additionally we are planning to install 3 more bins, one each at the BMX track, outside Linford Christie and at Braybrook Street/outdoor gym.
- 9.5. We recently removed some damaged paving outside Linford Christie Stadium, which was a safety hazard. This has been replaced by type 1 MOT aggregate. Also, in this area, we are arranging for the pull-up bars to be repaired (hopefully done by Friday 21st November).

Committee to Note.

10. 2014/15 Financial Forecast

- 10.1. The latest financial forecast of Wormwood Scrubs Charitable Trust ("the Trust") for 2014/15 is summarised below and is detailed in Annexe A. Financial transactions for the financial year until the end of September are disclosed in Annexe B.

| Activity | Outturn 2013/14 | 2014/15 Budget | YTD 2014/15 | Forecast Outturn 2014/15 | Variance | Movement between years |
|---|------------------|------------------|----------------|--------------------------|------------------|------------------------|
| Pay and Display Parking Meters | (309,218) | (305,234) | 101,290 | (303,870) | 1,364 | -2% |
| Hammersmith Hospital Car Park Licence | (226,000) | (226,000) | 113,000 | (312,437) | (86,437) | 38% |
| Backdated Hammersmith Hospital Car Park Licence Income | 0 | 0 | 0 | (259,278) | (259,278) | N/A |
| Grant Contribution from LBHF | (99,500) | 0 | 0 | 0 | 0 | -100% |
| Other income from activities for generating funds | (3,807) | (90,767) | 2,749 | (35,541) | 55,226 | 834% |
| Total Incoming Resources from Generated Funds | (638,525) | (622,001) | 217,038 | (911,126) | (289,125) | 43% |
| Grounds Maintenance | 667,743 | 677,931 | 671,940 | 671,940 | (5,991) | 1% |
| Contribution to Linford Christie Stadium | 31,500 | 31,517 | 0 | 31,500 | (17) | 0% |
| Other Expenditure | 18,334 | 39,641 | 93 | 43,334 | 3,692 | 136% |
| Transfer backdated Hammersmith Hospital Car Park licence income to reserves | 0 | 0 | 0 | 200,000 | 200,000 | N/A |
| Total Resources Expended | 717,576 | 749,089 | 672,033 | 946,774 | 197,685 | 32% |
| Net Incoming Resources | 79,052 | 127,088 | 889,071 | 35,648 | (91,441) | -55% |

- 10.2. The opening cash balance for 2014/15 is £333,051 and the forecast at the end of October anticipates a drawdown of £35,648 (11% of the current cash balance). This would give a cash balance of £297,404 to carry

forward to 2015/16. This is much better than the £127k drawdown on reserves that we anticipated when we set the budget for 2014/15.

- 10.3. The increased income from Hammersmith Hospital car park is fundamental to this improvement in the finances. It has been backdated to 25th December 2009. This has meant that the Trust can expect a one-off payment of £259,278 this financial year for the backdated element. Of this, £200,000 of this has been transferred to reserves to meet the Trust's commitment to repairs to the car park. The remaining £59,278 is recognised as a revenue receipt to limit the call on reserves.
- 10.4. 'Other Income' is £55,000 adverse mainly because the Good Times event was not held in 2014.
- 10.5. The 'Other Expenditure' forecast includes £10,000 for the costs of working on the Live Nation event, and £15,000 to install a new entrance barrier.
- 10.6. Inflation on the Quadron contract for grounds maintenance is 0.63% in 2014/15.

Committee to Note.

11. Legal Comments

There are no legal implications in the report.

Completed by David Walker, Principal Solicitor, email david.walker@rbkc.gov.uk, 020 7361 2211.

12. Finance Comments

These are all contained within the body of the report.

Completed by Mark Jones, Director for Finance TTS and ELRS, email mark.jones@lbhf.gov.uk, extension number 6700.

ANNEXE A

| As at Period 7 | | |
|--|---------------------|------------------|
| Wormwood Scrubs Charitable Trust | | |
| Statement of Financial Activities for Year ended 31 March 2015 | | |
| Income and Expenditure | 2014/15 Forecast | 2013/14 |
| | £ | £ |
| Incoming Resources | | |
| Incoming Resources from Charitable Activities: | | |
| Pay and Display Parking Meters | 303,870 | 309,218 |
| Hammersmith Hospital Car Park Licence | 312,437 | 226,000 |
| Backdated Hammersmith Hospital Car Park Licence Income | 259,278 | |
| Grant Contribution from LBHF | 0 | 99,500 |
| Incoming Resources from Generated Funds: | | |
| Income from Activities for Generating Funds | 33,541 | 2,491 |
| <i>Earls Court usage (£1.35k per event)</i> | <i>14,850</i> | |
| <i>Race For Life</i> | <i>2,200</i> | |
| <i>Olympia Horse Show</i> | <i>12,000</i> | |
| <i>Incremental increases to charges to Met Police</i> | <i>2,000</i> | |
| <i>Miscellaneous</i> | <i>2,491</i> | |
| Interest Receivable | 2,000 | 1,316 |
| Total Incoming Resources | 911,126 | 638,525 |
| Resources Expended | | |
| Charitable activities: | | |
| Costs of generating Parking Income | 400 | 400 |
| Contribution to Linford Christie Stadium | 31,500 | 31,500 |
| Non Routine Maintenance of Wormwood Scrubs | 0 | 0 |
| Routine Grounds Maintenance of Wormwood Scrubs | 671,940 | 667,743 |
| Governance costs | 17,934 | 17,934 |
| Earmarked for car park repairs (capped at £200,000) | 200,000 | |
| Other resources expended | 25,000 | 0 |
| Total Resources Expended | 946,774 | 717,576 |
| Net Outgoing Resources | (35,648) | (79,051) |
| Reconciliation of Funds | | |
| Total funds brought forward | 5,320,353 | 5,399,404 |
| Total funds carried forward | 5,284,705 | 5,320,353 |

ANNEXE B

| Activity | Period | Tran Date | Description | Financial Value |
|--|--------|-----------|---|------------------|
| Routine Grounds Maintenance of Wormwood Scrubs | 6 | 30-Sep-14 | Wormwood Scrubs Grounds Maint 14/15 | 671,940 |
| Audit Fees | 1 | 01-Apr-14 | Audit Fee Accrual 2013/14 | (12,300) |
| Audit Fees | 6 | 11-Sep-14 | WSCT AUDIT FEE 13-14 | 12,608 |
| Costs of generating Parking Income | 1 | 01-Apr-14 | Electricity Accrual 2013/14 | (400) |
| Total Expenditure | | | | 671,848 |
| Hammersmith Hospital Car Park Licence | 3 | 08-Jun-14 | Rent Due Quarterly In Advance | (56,500) |
| Hammersmith Hospital Car Park Licence | 6 | 14-Sep-14 | Rent Due Quarterly In Advance | (56,500) |
| Pay and Display Parking Meters | 6 | 30-Sep-14 | WWS April Receipts | (21,070) |
| Pay and Display Parking Meters | 6 | 30-Sep-14 | WWS May Receipts | (28,510) |
| Pay and Display Parking Meters | 6 | 30-Sep-14 | WWS June Receipts | (27,485) |
| Pay and Display Parking Meters | 6 | 30-Sep-14 | WWS July Receipts | (24,225) |
| Income from Activities for Generating Funds | 2 | 08-May-14 | HIRE OF WORMWOOD SCRUBS UNIT BASE | (150) |
| Income from Activities for Generating Funds | 2 | 08-May-14 | LOCATION FEE-WORMWOOD SCRUBS | (100) |
| Income from Activities for Generating Funds | 3 | 06-Jun-14 | LOCATION FEE-WORMWOOD SCRUBS REDGRA | (400) |
| Income from Activities for Generating Funds | 3 | 06-Jun-14 | LOCATION FEE-WORMWOOD SCRUBS REDGRA | (275) |
| Income from Activities for Generating Funds | 3 | 06-Jun-14 | LOCATION FEE-WORMWOOD SCRUBS REDGRA | (188) |
| Income from Activities for Generating Funds | 3 | 08-Jun-14 | Rent Due Quarterly In Advance (Pony Centre) | (84) |
| Income from Activities for Generating Funds | 3 | 06-Jun-14 | LOCATION FEE-WORMWOOD SCRUBS REDGRA | (69) |
| Income from Activities for Generating Funds | 4 | 24-Jul-14 | HIRE OF WORMWOOD SCRUBS REDGRA AREA | (400) |
| Income from Activities for Generating Funds | 5 | 13-Aug-14 | LOCATION FEE-WORMWOOD SCRUBS | (475) |
| Income from Activities for Generating Funds | 5 | 13-Aug-14 | HIRE OF WORMWOOD SCRUBS REDGRA | (150) |
| Income from Activities for Generating Funds | 5 | 15-Aug-14 | HIRE OF WORMWOOD SCRUBS REDGRA UNIT BA | (150) |
| Income from Activities for Generating Funds | 5 | 13-Aug-14 | HIRE OF WORMWOOD SCRUBS REDGRA UNIT BA | (125) |
| Income from Activities for Generating Funds | 6 | 14-Sep-14 | Rent Due Quarterly In Advance | (84) |
| Income from Activities for Generating Funds | 7 | 01-Oct-14 | FILMING WORMWOOD SCRUBS REDGRA AREA | (100) |
| Total Income | | | | (217,038) |
| Net Incoming Resources | | | | 454,810 |