

Wormwood Scrubs Charitable Trust Committee

Agenda

Wednesday 4 March 2015
7.00 pm
Large Hall
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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Date Issued: 24 February 2015

Wormwood Scrubs Charitable Trust Committee Agenda

4 March 2015

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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 December 2014.	
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 - 18
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 THE NEXT MEETING	
Dates of the next meetings:	
29 th June 2015	
21 st September 2015	
8 th December 2015	



London Borough of Hammersmith & Fulham

Wormwood Scrubs Charitable Trust Committee Minutes

Tuesday 9 December 2014

PRESENT

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

Officers: David Page (Director for Safer Neighbourhoods), Mark Jones (Director of Finance and Resources, ELRS), Ian Ross (Leisure Services Manager), Jackie Simkins (Principle Planning Projects Officer)

13. 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.

14. APOLOGIES FOR ABSENCE

There were no apologies for absence.

15. DECLARATIONS OF INTEREST

There were no Declarations of Interest.

16. MANAGER'S REPORT

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

The report covered the following areas:

HS2 Wetland Mitigation

It was reported that HS2 were flexible in considering alternatives to the proposal of a wetland habitat on the Scrubs. They had made it clear, however, that any proposals for a mitigation scheme had to replace lost habitat from the HS2 scheme like for like. A meeting had taken place between officers where ideas had been discussed for proposals to make to HS2 on ways that the Scrubs could be improved that would not destroy the nature of the area. From this a walk around the Scrubs with representatives from HS2 had been proposed. It was felt clarification was needed over the type of habitat that would need replacing and what the Scrubs would have to provide. Officers invited both members and Friends to join in the walk around and agreed to circulate the dates.

Action: Jackie Simkins

Members felt that officers were allowing HS2 to dictate the terms of the mitigation. Care needed be taken to ensure that the wetland proposal did not go ahead without the approval of the trust and a clear message needed to be sent. It was felt that the Trust should tell HS2 to provide works that they thought more beneficial to the Scrubs, for example, demolishing the Artillery Wall. Members enquired why the habitat mitigation had to go ahead on the Scrubs at all, when works to the area could actually prove detrimental.

It was asked whether there was a legal provision that could force the Trust to accept the mitigation proposal. Officers agreed to find out if there were a risk of this and legal advice would be sought.

Action: Jackie Simkins

It was reported that the ecology centre that had been proposed by the Trust as an alternative form of mitigation would not count as such by HS2, as it did not replace habitat like for like. There was also concern amongst officers that the Authority would have had to have paid for the running costs of the centre. It was agreed that the removal of the Artillery wall remained the best option, not only having an environmental benefit but a practical one, as it also solved the problem of the school coaches.

TfL Overground Options Update

Officers reported that the consultation period on the three Overground options had now ended. Both the Trust and the Authority had written in support of Option C and against Options A and B.

There had been 1900 responses to the survey in total. 85% of those responses were in support of the scheme as a whole, 80% felt that it should be incorporated into the HS2 scheme and 75% said they were likely to use the scheme. Of the stakeholders, Hammersmith, Brent, RBKC and Hounslow had all supported Option C. Ealing had supported both A and C. QPR's response was still unknown. Overall Options A and C had had similar levels of support, with a slightly higher level for Option A, although with a stronger level of disagreement against Option A. It was felt that TfL were themselves leaning towards Option C.

Members requested that the Trust ask a lawyer to look at the consultation process in detail to see if it could be challenged if TfL decided to opt for Option A.

It was reported that the result of the consultation would be announced early next year. Officers agreed to keep Members informed.

Action: Jackie Simkins

The Friends of Wormwood Scrubs reported that they had recently met with TfL, and a subsequent meeting had been arranged for February. TfL had reported that they would be analysing the results of the consultation in detail and that there was a lot of work to be done before the announcement was made. It was thought by some members of the committee that the results may be delayed until after the general election in May.

Mayoral Development Corporation

A letter had been sent on behalf of the Trust opposing the inclusion of the Scrubs in the MDC boundary. Officers reported that there had been a re-consultation process that had resulted in a new boundary being drawn that did not include the Linford Christie Stadium but did still include the Scrubs. It was reported that the next stage of the process would be on the 17th December, when the Mayor would take questions about the setting up of the MDC at Old Oak Common and Park Royal from the London Assembly. Victoria Hills, Director of the MDC was hoping to meet with the Trust prior to that date to discuss their concerns.

The Friends of Wormwood Scrubs updated the Trust on a meeting they had held with representatives of the MDC, who had seen the inclusion of the Scrubs in the zone as positive. The MDC had reported that the only planned change to the Scrubs would be the addition of an access gate. Officers reported hearing similar things from the MDC, who had informed them that any improvements would be made in accordance with the act protecting the land.

The Friends felt that the inclusion of the Scrubs within the MDC was unnecessary if, as they said, they were happy for the Trust to remain the manager of the land. It was reported that the MDC felt that the inclusion of the Scrubs would support the larger development that would be taking place.

Officers advised the Trust that they had only been given a week to respond to a Development Infrastructure Funding (DIF) Study that had been circulated by the MDC. The report detailed that substantial funds had been set aside for the Scrubs. The draft study also assumed the Scrubs would provide sports facilities to support the new schools that were planned for the area and provide amenity space for both new and existing communities. Victoria Mills from the MDC had requested a meeting with Cllr Harcourt to discuss the plans. It was agreed that she should visit the Authority rather than Cllr Harcourt go to the GLC.

Officers reported that a public consultation had been carried out in June 2013 on the Old Oak Vision that had received a large response in favour of leaving the Scrubs as they were. Cllr Harcourt requested this information in preparation for his meeting with Victoria Mills.

Action: Jackie Simkins

The Chair agreed to update Members following the meeting.

Action: Cllr Harcourt

The Friends of Wormwood Scrubs notified Members that they had encountered many people who were not in favour of keeping the Scrubs as it was. The Friends felt the Trust should demonstrate to these people that there are already a lot of facilities and that the Scrubs did cater for a wide range of people. The issue was how to make people aware of what was on offer. They did not want the Scrubs to be damned by the MDC.

Members felt that the Trust needed to listen to resident's suggestions about how to improve the Scrubs, but also that any works should not compromise the character of the area. The space was not a park and should not be treated as such, although this did not mean that facilities could not be improved.

Officers explained that they were pushing for an area of open space to be included in the MDC proposals north of the canal, to reduce the pressure on the Scrubs. The Chair stressed that this planned open space should not include the existing nature reserve in the area. Officers agreed to investigate if this were the case.

Action: David Page

The Friends asked whether there was now any route left to oppose the inclusion of the Scrubs in the MDC. Officers advised that it was now down to the London Assembly to decide on the boundary. Members felt that a letter should be drafted laying out the principles of the Trust which could be signed by the Chair and sent to all London Assembly Members.

Live Nation

Officers briefed the committee on the proposal for an event on the Scrubs run by 'Live Nation', a company who were seen as both experienced and professional. Officers reported that the police had been onside for the planned event and that they had been consulted at an early stage. However, for commercial reasons Live Nation had decided that the event was no longer viable for 2015 as originally planned, but would instead be taking place in 2016. They hoped to pass all legal hurdles for the event by early 2015 to leave plenty of time for the planning and logistics stage. It was reported that they had already completed a transport survey on the site. Officers warned members that the process would be moving very quickly between this meeting of the Trust and the one scheduled for March.

Members initial feelings were that the event was a big step up from the Good Times event that had originally been planned for the next summer. However it was agreed that the organisers did seem to be both trustworthy and professional. It was agreed that the employment of local people as ushers and stewards etc. should be a requisite to granting them permission to use the Scrubs. There was concern over the potential impact on residents. It was agreed that residents needed to be brought on-board with the event at an early date, and that unlike the Good Times event people needed to be prepared for it.

Officers reported that due to the year's delay there may be an application from the organisers to make it more than a single day event. It was felt that the event could make big changes to the finances of the Trust.

The Friends of Wormwood Scrubs felt that the scale of the event needed to be carefully considered.

Sports Facilities

It was reported that, as more improvements were still needed on the Linford Christie Stadium, a formal opening would not be taking place in the near future. Members asked whether the outdoor gym next to the stadium would be included in the improvement works and it was confirmed that it was not currently included in the development. Officers agreed to look into funding for improvements to the gym.

Action: Ian Ross, David Page

Properties

The plans for the car park were going ahead as anticipated. The hospital's board had approved the increase in price. Members asked that the contract be finalised and signed by the end of December, to avoid any problems the hospital may have in the New Year.

Action: David Page, Mark Jones

On the issue of the ownership of Little Wormwood Scrubs it was confirmed that although the area was owned by the Council it was not within the boundaries of the Trust. The area had been leased to Kensington and Chelsea for a number of years. Members queried why that was the case and officers agreed to investigate as well as provide a briefing on the background of the area, the history of the lease and each party's responsibilities.

Action: David Page, Mark Jones

Community Safety

A quote had been received for the replacement of the barrier on Woodman's Mews. There was a question as to whether simply repairing the barrier would fix the problem in the long term as it was thought likely that the issue could relate to the increase in heavy vehicles on the road. The cost to replace the whole barrier however could be around £30,000. Officers agreed to look into the issue and finalise a quote.

Action: David Page, Mark Jones

Grounds Maintenance

It had been agreed that a bench in memory of Stephanie Gray should be placed on the Scrubs. The Friends asked that a simple plaque be placed on an existing bench and agreed to consult with officers about the wording of the plaque and the placement of the bench.

Quadron Contract

It was confirmed that the Quadron contract expired in March 2021.

Finance

The financial forecast had been revised in light of the Good Times event being cancelled. There would be a deficit of £35,000. The impact of the car parking charge changes was significant, with a recurring increase of £86,000, and a one-off payment of £259,000. However resurfacing of the car park would cost £200,000 leaving a benefit of £59,000 from the arrears on the contract.

Members felt that the committee would have greater weight in negotiations with outside bodies if it could show that its finances were in profit or breakeven. It was asked that officers look into the possibility of splitting the £200,000 cost of resurfacing the car park over the next two years to help facilitate this. It was also asked whether this sum could be reduced overall.

Action: Mark Jones

The cash balance was forecast to be £297,000 at year end.

Other Business

Officers asked that the requested walk around of the Scrubs to look at grass cutting and the tour of Linford Christie stadium be combined. Members agreed and a date was set for 10am on the 10th January.

Members requested that a briefing be produced detailing the availability of Section 106 funding for the Scrubs. It was asked that Sue Spiller be invited to the next meeting of the Trust to discuss how to approach possible donors. It was thought that there may be other organisations the Trust could apply to for funding.

17. DATES OF FUTURE MEETINGS

The date of the next meeting is provisionally set for the 4th March

Meeting started: 7:00pm
Meeting ended: 8:05pm


Chair

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Minutes are subject to confirmation at the next meeting as a correct record of the proceedings and any amendments arising will be recorded in the minutes of that subsequent meeting.

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Agenda Item 4

 hammersmith & fulham	London Borough of Hammersmith & Fulham WORMWOOD SCRUBS CHARITABLE TRUST COMMITTEE 4 MARCH 2015
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

AUTHORISED BY:
.....
DATE:

1. Executive Summary and Decisions Sought

1.1. The Committee is asked to approve:

- *The 2015/16 budget*

and to note all other matters in this report.

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

2.1 A meeting took place on the Scrubs with HS2, Councillor Harcourt, Friends of Wormwood Scrubs and LBHF officers on 4 February 2015 to discuss alternative options to the proposed wetland mitigation area currently included in the HS2 Bill. Officers put forward the option of including the removal of the artillery wall and adjoining mound as an alternative for the required mitigation but HS2 advised that this was unlikely to meet their

requirements regarding replacement of habitat lost through the HS2 works. It was agreed that Leanne Brisland (ELRS) would meet with HS2 Ecology representative David Collins on the Scrubs to discuss a package of alternative options including woodland and scrub habitat enhancement and creation that would meet HS2 requirements. Officers would then discuss with HS2 and Legal how this could be delivered through a legal contract.

Committee to Note.

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

- 3.1 Following the public consultation exercise undertaken TfL have decided to move forward with Option C as the preferred option to deliver the Overground connection at Old Oak Common. Option C includes two stations one on the West London Line and one on the North London Line and was the Trust's preferred option as it does not impinge on the Scrubs. TfL will be making a formal announcement regarding the preferred option at the end of February 2015.

Committee to Note.

4. Old Oak Mayoral Development Corporation

- 4.1. The London Assembly voted in favour of the establishment of a Mayoral Development Corporation at Old Oak and Park Royal on 17 December 2014. There was much discussion regarding the inclusion of Wormwood Scrubs within the boundary and why this was necessary if the MDC were committed to work within the parameters of the Wormwood Scrubs Act. On 27 January 2015 the Secretary of State for Communities and Local Government confirmed that he supports the plans by laying an 'establishment order' before Parliament to create the new body, the Old Oak and Park Royal the Old Oak and Park Royal Development Corporation (OPDC). The OPDC is expected to come into existence with full planning powers over the entire site on 1 April 2015.
- 4.2. The OPDC is currently producing a Draft Old Oak Common and Park Royal Opportunity Area Planning Framework that will undergo public consultation at the end of February 2015. The Trust should consider making a formal response to the OPDC. It is intended that the Planning Framework will become Supplementary planning Guidance to the London Plan and will guide development until the OPDC put in place a Local Plan for the MDC area.

Committee to Note.

5. Filming and Events Update

- 5.1. It is confirmed that Live Nation have pulled out of discussions about holding an event in 2016. It is understood that they are concerned about the infrastructure costs they would need to incur.

Committee to Note.

6. Sports Facilities

Linford Christie Outdoor Sports Centre

- 6.1. Kensington Dragons Football Club (KDFC) have submitted a successful bid to the Football Foundation's Football Stadia Improvement Fund to bring the end changing rooms up to the standard required by the Football Association (FA) in order to help the club's first team progress up the FA's competition ladder. Using a disused part of the changing room area the project comprises internal works to the building to form separate changing rooms for home and away teams and match officials.
- 6.2. The most exciting element of this project is that the works will be delivered through a charitable organisation, CoSpA, who work with their commercial partners to engage with young people not currently in work or education, delivering training and supporting them into employment. Local young people will directly benefit from this project, including several members of KDFC, who will be offered a place on the scheme.
- 6.3. Construction work is expected to start in February and be completed by the end of April. This will enable the club to register the improved facility with the FA in good time for the 2015-16 season.

Children's Gym and Play area

- 6.4. An outdoor gym suitable for young children and play equipment has been proposed for a location close to Braybrook Street. This would augment the existing facilities in this area, consisting of an adult sized outdoor gym installed last year and a play area for older children. This project is still at an early stage and will require approval from all bodies concerned including Defra and the identification of funding opportunities to finance the project. Section 106 funding may be suitable.

Committee to Note.

7. Property Issues

- 7.1. In 2008 the London Borough of Hammersmith and Fulham entered into a 20 year partnership with the Royal Borough of Kensington and Chelsea allowing the Royal Borough to manage and operate Little Wormwood Scrubs.
- 7.2. In recognition of the transfer of management and maintenance a contribution is made annually by the London Borough of Hammersmith

and Fulham towards this. In 2008 this was agreed as £20,000 with future increases linked to indexation.

- 7.3. For any substational changes to the character of the site the Royal Borough would need to seek the approval of the London Borough of Hammersmith and Fulham, as the sole trustee of the site.
- 7.4. London Power Networks have advised they will be working in the area in the coming year running a high voltage electric cable from the sub-station adjacent to Wormwood Scrubs along Scrubs Lane to a new development. As such they have enquired about using the Wormwood Scrubs car park on Scrubs Lane as a compound. Officers have referred this to Valuations and Property Services to seek further information.
- 7.5. The licence to Imperial College Healthcare NHS Trust was completed in January 2015 at a commencing licence fee of £317,687 per annum. The licence fee will be subject to annual increase on the 1st January.
- 7.6. The licence arrears have been paid by the NHS Trust.
- 7.7. 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 April/May 2015. WSCT contribution is capped at £200,000 and is being funded from the licence arrears. The £200,000 has been retained by the hospital as it will be carrying out the work..

Committee to Note.

8. Community Safety Update

- 8.1. For the period 1st September 2014 until 31 January 2015, 268 patrols of Wormwood scrubs have been carried out. No crimes have been reported during this period by the parks police service and 37 incidents have been dealt with.

	Incidents	Crimes	Patrols
September 2014	11	0	71
October 2014	6	0	64
November 2014	5	0	44
December 2014	6	0	41
January 2015	9	0	48
Total	37	0	268

- 8.2. The highest proportion of incidents dealt with, (eleven) has been in relation to homeless people who have set up tents or small encampments in the wooded area adjacent to the railway lines. Parks police carry out regular patrols of this area and move the people on and also refer to the Broadway homeless team. Patrols have also been carried out in conjunction with the border agency.

- 8.3. In September a large structure was found in a dense part of the wooded area and although there was evidence of people living in it, no people were found. This structure was removed by the park team and contractors under the supervision of the parks police service.
- 8.4. A moped was found being ridden around the scrubs by young people, but quickly made off when seen by parks police. It is likely that the introduction of marked police vehicles to the parks police vehicle fleet may have had some impact on a decrease in such vehicles being ridden on the Scrubs.
- 8.5. Inspector Rumble warned a professional dog walker for having more than four dogs on the Scrubs.
- 8.6. A lost/stolen moped was found and removed by the Parks Police to deter anyone riding it around the Scrubs.

Committee to Note.

9. Grounds Maintenance update

- 9.1. A walkabout was held between Councillors, Members of the Friends of Wormwood Scrubs and Officers on Saturday 10th January. A number of short-term items were identified, which officers are in the process of implementing. The longer-term items will be incorporated into the 10 year management plan currently being drafted for the site.
- 9.2. Hammersmith Community Gardens Association have carried out a number of volunteer tasks over the last couple of months. These have primarily been scrub clearance to open up some of the copses. This has a number of benefits including improving the habitat, improved sight lines and easier access for litter picking.
- 9.3. Work remaining ongoing with drafting the 10 year site management plan. Officers are proposing a meeting where Trust Members, the Friends of Wormwood Scrubs and other interested parties can discuss the ten year site management plan before it comes to the Committee for adoption.
- 9.4. Adoption of the management plan will allow Wormwood Scrubs the opportunity to apply for Green Flag Award in 2016. Officers believe with some work the site can meet all of the judging criteria, especially with strong support from the Committee and the Friends of Wormwood Scrubs.
- 9.5. A number of meetings have been held internally to look at how the artillery wall (now identified as a dangerous structure by the Council) can be dealt with. The Council's Transport and Technical Services department have commissioned a report into the wall, this includes looking at the contamination of the wall and adjacent mound. An indicative budget has been included in the Council's capital plans so it is hoped that the cost of removing the wall and re-instating the mound will be borne by the London Borough of Hammersmith and Fulham.

Committee to Note.

10. Fundraising Possibilities

- 10.1. All section 106 funds currently held have been reviewed for a possible match with expenditure on the Scrubs. There is only one where specific provision has ever been made for Wormwood Scrubs - Du Cane Road. There are two other agreements that match, and they are fairly generic in their purposes, meaning that money could potentially be allocated to the Scrubs. That being said, any allocation away from delivering the infrastructure defined in the White City Opportunity Area Framework may result in a shortfall in funding for projects there, i.e. the Scrubs is in competition with other purposes towards which these s106 funds could be put.

Site	Amount Held	Notes
Service Station On Du Cane Road London	£30,000	Towards Outdoor Gym
Woodlands (Imperial College)	£770,000	Collected Towards White City Infrastructure broadly defined.
Westfield	£200,000	Currently Allocated to Shepherds Bush Green but should now be available for infrastructure in the locality of Westfield

- 10.2. All of the funds outlined above have an element of flexibility available as to how they can be used, and consequently there will be a number of other schemes around the Council competing to use the money. Cabinet Members will therefore need to determine which schemes should have priority for funding. The work on these decisions is being co-ordinated through the Council's Section 106 Working Group. Councillors Jones and Schmid are also part of the process for signing off any use of s106. All decisions to allocate s106 funds are ultimately taken by the Council Cabinet.
- 10.3. Officers have also been in contact with the Sobus organisation about identifying grantmaking trusts. Sobus is the successor organisation to CAVSA H&F and has access to the Grantfinder database which can help match charities seeking grants with grant-giving trusts.
- 10.4. At the time of writing officers had arranged to meet with Sobus to progress this.

Committee to Note.

11. 2014/15 Financial Forecast

- 11.1. 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 January are disclosed in Annexe B.

11.2. The Committee has made clear its ambition to see the Trust achieve a surplus this year, and the predicted year end deficit of £21,583 is far better than the £127,088 deficit anticipated when we set the budget. Officers have taken all the steps they can to reduce the forecast deficit, which is lower than it was in the previous report. However it is not expected that a surplus will be achievable in 2014/15.

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)	(369,021)	(310,537)	(84,537)	37%
Backdated Hammersmith Hospital Car Park Licence Income	0	0	0	(58,484)	(58,484)	N/A
Grant Contribution from LBHF	(99,500)	0	0	0	0	-100%
Other income from activities for generating funds	(3,807)	(90,767)	(6,876)	(27,300)	63,467	617%
Total Incoming Resources from Generated Funds	(638,525)	(622,001)	(477,187)	(700,191)	(78,190)	10%
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	3,214	18,334	(21,308)	0%
Transfer backdated Hammersmith Hospital Car Park licence income to reserves	0	0	0	0	0	N/A
Total Resources Expended	717,576	749,089	675,154	721,774	(27,315)	1%
Net Incoming Resources	79,052	127,088	197,967	21,583	(105,505)	-73%

11.3. The opening cash balance for 2014/15 is £333,051 and the forecast at the end of January anticipates a drawdown of £21,583 (6% of the current cash balance). This would give a cash balance of £311,468 to carry forward to 2015/16. This is much better than the £127,088 drawdown on reserves that we anticipated when we set the budget for 2014/15.

11.4. The increased income from Hammersmith Hospital car park has been fundamental to this improvement in the finances. It was backdated to December 2009 and the total arrears owing to the council was £400,771. From this it was agreed that the hospital would deduct £200,000 for car park resurfacing works and £1,250 for a quarterly contribution to the £10,000 annual maintenance fund. The Trust pays half of this, with the NHS funding the other half.

11.5. The 'Other Expenditure' forecast no longer includes an anticipated payment for the costs of generating additional income given that the outdoor music event was cancelled. There may be a small amount paid this year to reflect the other income secured this financial year which will be settled by year end.

11.6. Inflation on the Quadron contract for grounds maintenance is 0.63% in 2014/15.

Committee to Note.

12. 2015/16 Budget Setting

12.1. The Committee is asked to approve a budget for the Trust for 2015/16 as set out at Annexe C.

- 12.2. Our financial objective for the Trust is to get it into a position where its income covers its costs in each year. We have taken a very important step in achieving this by increasing the annual rental for the hospital car park by £84,000 in 2014/15. We have also grown income from events to some extent. However these things on their own are not enough to enable the Trust to achieve its financial objective. The Trust still needs to secure a significant source of new income.
- 12.3. The budget proposal is that the Trust plans for income of £647,918 and for expenditure of £727,482, giving rise to a budgeted loss of £79,565 in 2014/15. This is more than the loss of £21,583 projected for 2014/15, mainly because of the backdated element of the hospital car parking income increase that helped us on a one-off basis in 2014/15.
- 12.4. We have assumed that pay and display parking receipts and all other income stay at the same levels in 2015/16 and that grounds maintenance costs increase by 0.79% for inflation.
- 12.5. As agreed with the hospital, the income for the car park will be subject to an uplift in line with RPI. We have assumed a 2% increase.
- 12.6. We have assumed that the contribution to the Linford Christie Stadium remains at no more than £32k, but that may limit necessary maintenance work so we will have to monitor that closely in 2015/16.
- 12.7. On these assumptions the cash balances of the Trust will reduce to £231,904 by the end of 2015/16. If the Trust continues as it is (i.e. if there is no income from a large event in 2016/17 or in 2017/18) this will leave the forecast cash balance at £74,613 by the end of 2017/18.
- 12.8. The Committee is asked to approve the 2015/16 budget.

13. 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.

14. 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 10		
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	310,537	226,000
Backdated Hammersmith Hospital Car Park Licence Income	58,484	
Grant Contribution from LBHF	0	99,500
Incoming Resources from Generated Funds:		
Income from Activities for Generating Funds	25,300	2,491
<i>Earls Court usage (£1.35k per event)</i>	8,100	
<i>Race For Life</i>	2,200	
<i>Olympia Horse Show</i>	5,000	
<i>Incremental increases to charges to Met Police</i>	2,000	
<i>Miscellaneous</i>	8,000	
Interest Receivable	2,000	1,316
Total Incoming Resources	700,191	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)	0	
Other resources expended	0	0
Total Resources Expended	721,774	717,576
Net Outgoing Resources	(21,583)	(79,051)
Reconciliation of Funds		
Total funds brought forward	5,320,353	5,399,404
Total funds carried forward	5,298,770	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	6	11-Sep-14	WSCT AUDIT FEE 13-14	12,608
Other Expenditure	9	31-Dec-14	Wormwood Scrubs -Supply and install rou	1,746
Other Expenditure	9	31-Dec-14	Wormwood Scrubs - emergency pot hole rep	1,200
Other Expenditure	9	31-Dec-14	Scrubs -Installation of benches 11.02.1	360
Costs of generating Parking Income	1	01-Apr-14	Electricity Accrual 2013/14	(400)
Audit Fees	1	01-Apr-14	Audit Fee Accrual 2013/14	(12,300)
Total Expenditure				675,154
Hammersmith Hospital Car Park Licence	9	11-Dec-14	Rent 25/12/2009 - 24/03/2015	(199,521)
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)
Hammersmith Hospital Car Park Licence	9	14-Dec-14	Rent Due Quarterly In Advance	(56,500)
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)
Pay and Display Parking Meters	6	30-Sep-14	WWS April Receipts	(21,070)
Income from Activities for Generating Funds	8	30-Nov-14	Filiming Hire - High Command Production	(3,263)
Income from Activities for Generating Funds	5	13-Aug-14	LOCATION FEE-WORMWOOD SCRUBS	(475)
Income from Activities for Generating Funds	3	06-Jun-14	LOCATION FEE-WORMWOOD SCRUBS REDGRA	(400)
Income from Activities for Generating Funds	4	24-Jul-14	HIRE OF WORMWOOD SCRUBS REDGRA AREA	(400)
Income from Activities for Generating Funds	9	04-Dec-14	HIRE OF WORMWOOD SCRUBS REDGRA UNIT BA	(338)
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	9	04-Dec-14	HIRE OF WORMWOOD SCRUBS REDGRA UNIT BA	(188)
Income from Activities for Generating Funds	2	08-May-14	HIRE OF WORMWOOD SCRUBS UNIT BASE	(150)
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	9	03-Dec-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	9	15-Dec-14	Rent Due Annually in Advance	(106)
Income from Activities for Generating Funds	2	08-May-14	LOCATION FEE-WORMWOOD SCRUBS	(100)
Income from Activities for Generating Funds	7	01-Oct-14	FILMING WORMWOOD SCRUBS REDGRA AREA	(100)
Income from Activities for Generating Funds	3	08-Jun-14	Rent Due Quarterly In Advance (Pony Centre)	(84)
Income from Activities for Generating Funds	6	14-Sep-14	Rent Due Quarterly In Advance	(84)
Income from Activities for Generating Funds	9	14-Dec-14	Rent Due Quarterly In Advance	(84)
Income from Activities for Generating Funds	3	06-Jun-14	LOCATION FEE-WORMWOOD SCRUBS REDGRA	(69)
Total Income				(477,187)
Net Incoming Resources				197,967

ANNEXE C

WSCT Budget 2015/16

Income and Expenditure

Activity	Outturn 2013/14	Forecast 2014/15	Proposed Budget 2015/16	Forecast 2016/17	Forecast 2017/18
Pay and Display Parking Meters	(309,218)	(303,870)	(303,870)	(303,870)	(303,870)
Hammersmith Hospital Car Park Licence	(226,000)	(310,537)	(316,748)	(323,083)	(329,544)
Backdated Hammersmith Hospital Car Park Licence Income	0	(58,484)			
Grant Contribution from LBHF	(99,500)	0			
Other income from activities for generating funds	(3,807)	(27,300)	(27,300)	(27,300)	(27,300)
Total Incoming Resources from Generated Funds	(638,525)	(700,191)	(647,918)	(654,253)	(660,714)
Grounds Maintenance	667,743	671,940	677,249	682,599	687,992
Contribution to Linford Christie Stadium	31,500	31,500	31,500	31,500	31,500
Other Expenditure	18,334	18,334	18,734	19,134	19,534
Total Resources Expended	717,576	721,774	727,482	733,233	739,025
Net Incoming Resources	79,052	21,583	79,565	78,980	78,311

Forecast Changes

Activity	Adjustments	Proposed Budget 2015/16	Forecast 2016/17	Forecast 2017/18	Notes
Pay and Display Parking Meters	Brought forward	(303,870)	(303,870)	(303,870)	
	Carried forward	(303,870)	(303,870)	(303,870)	
Hammersmith Hospital Car Park Licence	Brought forward	(310,537)	(316,748)	(323,083)	1
	RPI increase	(6,211)	(6,335)	(6,462)	
	Carried forward	(316,748)	(323,083)	(329,544)	
Other income from activities for generating funds	Brought forward	(27,300)	(27,300)	(27,300)	2
	Carried forward	(27,300)	(27,300)	(27,300)	
Grounds Maintenance	Brought forward	671,940	677,249	682,599	3
	Inflation on contract	5,308	5,350	5,393	
	Carried forward	677,249	682,599	687,992	
Contribution to Linford Christie Stadium	Brought forward	31,500	31,500	31,500	4
	Carried forward	31,500	31,500	31,500	
Other Expenditure	Brought forward	18,334	18,734	19,134	5
	Cost of generating new income				
	Inflation on Audit fee	400	400	400	
	Carried forward	18,734	19,134	19,534	

Balance Sheet at end of Year

	Outturn 2013/14	Forecast 2014/15	Proposed Budget 2015/16	Forecast 2016/17	Forecast 2017/18
Tangible Assets	5,000,001	5,000,001	5,000,001	5,000,001	5,000,001
Cash at bank	333,051	311,468	231,904	152,924	74,613
Creditors	(12,700)	(12,700)	(12,700)	(12,700)	(12,700)
Net Assets	5,320,352	5,298,769	5,219,205	5,140,225	5,061,914

Unrestricted Income Funds	5,320,352	5,298,769	5,219,205	5,140,225	5,061,914
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Total Charity Funds	5,320,352	5,298,769	5,219,205	5,140,225	5,061,914
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Notes

1. Assume 2% each year based on current indices
2. The events team are exploring the possibility of Live Nation hosting an outdoor music event but nothing certain at present. All other additional activity is expected to continue in future years.
3. 0.79% assumed
4. Every effort is being made to reduce this to a minimum, or at least no more than the £32k assumed in 2013/14. The stadium has some pressures on maintenance as there are areas in need of updating and equipment to be purchased which cannot be funded by capital or S106 funds. It may not prove possible to contain them within the £32k.
5. Not agreed with the Council and exact figure will depend on income received by WSCT, and on cost of work done by Council officers.