

London Borough of Hammersmith & Fulham

Wormwood Scrubs Charitable Trust Committee

Agenda

Tuesday 15 March 2016

7.00 pm

Wood Lane Community Centre

MEMBERSHIP

Administration:	Opposition:	Co-optee
Councillor Elaine Chumney Councillor Wesley Harcourt (Chair)	Councillor Joe Carlebach	Miriam Shea

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Date Issued: 07 March 2016

Wormwood Scrubs Charitable Trust Committee Agenda

15 March 2016

<u>Item</u>	<u>Pages</u>
1. MINUTES OF THE LAST MEETING To approve as an accurate record, and the Chair to sign, the minutes of the meeting held on 8 December 2015.	1 - 5
2. APOLOGIES FOR ABSENCE	
3. DECLARATIONS OF INTEREST*	
4. APPOINTMENT OF CO-OPTED MEMBER The committee is asked to approve the appointment of a non-voting co-opted member.	6 - 7
5. MANAGER'S REPORT To receive a report from the Director of Safer Neighbourhood and the Director of Finance and Resources (Environmental Services), updating the committee on recent management activity. Peter Farnham (Principal Planning Officer, OPDC) will be attending the meeting to present what the draft OPDC Local Plan states regarding the Scrubs.	8 - 20
6. DATE OF THE NEXT MEETING 27 June 2016.	

** 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.

London Borough of Hammersmith & Fulham

Wormwood Scrubs Charitable Trust Committee Minutes



Tuesday 8 December 2015

PRESENT

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

Co-opted members: David Jeffreys and Miriam Shea

Officers: Sara Dawes (Planning), Mark Jones (Director for Finance and Resources), David Page (Director for Safer Neighbourhoods) and Farrah Rossi (Project Manager).

External: Ricardo Bobisse (PLP Architecture), Alexandra Day (Old Oak and Park Royal Development Corporation), Tim Dye (Thames Valley Harriers), Chris Oughton (London Communications Agency) and Orestis Tzorzooglou (London & Regional Properties).

15. MINUTES OF THE LAST MEETING

MATTERS ARISING –

David Page (Director for Safer Neighbourhoods) reported that he had contacted Ark Burlington Danes Academy regarding the development and maintenance of a website but he had not received a response. It was reported that an alternative contact had been requested from Ian Heggs (Director of Schools Commissioning).

RESOLVED –

THAT, the minutes of the meeting held on 24 September 2015 were agreed as a correct record and signed by the Chair.

16. APOLOGIES FOR ABSENCE

There were no apologies for absence.

17. DECLARATIONS OF INTEREST

Councillor Wesley Harcourt asked that it be noted he maintained an interest in the Old Oak and Park Royal Opportunity Area Planning Framework as he as member

of the Planning Committee of the Old Oak and Park Royal Development Corporation.

18. MANAGER'S REPORT

HS2 Bill - Proposed Wetland Mitigation Legal Agreement and HS2 Bill – Additional Provisional 4 (AP4)

Farrah Rossi (Project Manager) reported that the legal agreement had been placed on hold until the implications of HS2's Additional Provision (AP4) were understood. In addition, it was reported that the legal agreement may need to be amended to reflect any new discussions with HS2 on the impact of the proposed Stamford Brook Sewer. In response to Members, Farrah Rossi confirmed that mitigation agreement remained in place and would not be affected in light of any future discussions. It was additionally reported that the Council had submitted a petition that would allow further time to fully understand the impact of the proposals and seek assurances from HS2 to safeguard the Scrubs. Officers had arranged to meet with HS2 again later in December 2015 and Farrah Rossi would provide Members an update following this meeting.

ACTION: Farrah Rossi

Old Oak and Park Royal Development Corporation (OPDC)

Ricardo Bobisse (PLP Architecture), Chris Oughton (London Communications Agency) and Orestis Tzorzoglou (London & Regional Properties) from the Old Oak Park redevelopment team attended the meeting to brief Members on the programme, consultation and master plan.

In response to Members, the Old Oak Park redevelopment team reported that currently there was no direct connection from Wormwood Scrubs to the proposed development site due to the works being carried out at Old Oak Common. However, it was reported that an approach from the South was being considered and although this was still at a development stage, the Friends of Wormwood Scrubs expressed their opposition to direct access to the Scrubs from a HS2 or any other train station. It was additionally reported that the earliest occupation would not be until 2024/25, as Car Giant were yet to secure an alternative site and extensive enabling works would be required following their vacation of the existing site.

Alexandra Day (Old Oak and Park Royal Development Corporation) reported that the Mayor of London had adopted the Old Oak and Park Royal Opportunity Area Planning Framework (OAPF). It was proposed that an 8-week consultation on the Local Plan would be launched in February 2016, which would include a series of drop in sessions and dedicated workshops. Members were keen for Alexandra Day to involve Andrew Kimmance, Director for Old Oak Housing Association and Mike Wilkins, Chief Executive at Ducane Housing Association.

Fundraising Plan

Harry Audley provided the Committee an update as set on pages 9 – 10 of the report. It was noted that residents were reporting that they were not well informed and that they were not aware of any engagement even on major topics such as HS2/Crossrail developments. In response to this, Alexandra Day agreed to feed this back to the OPDC Communications Steering Group.

Members were keen to bring forward proposals for a fundraising steering group, which had been discussed in the past. Councillor Elaine Chumnerly and Miriam Shea were both keen on sitting on the steering group.

Filming and Events Update

Members reported that Woodmans Mews residents were becoming increasingly concerned by the use of the Red Gra area and the disruption being caused. It was noted that the disruption was largely attributed to Winter Wonderland and some of the concerns included:

- Caravans/mobile homes were stationed right up against the flats
- The generators were causing too much noise
- Volume of cars and the increase of dust from cars entering and exiting the area
- Floodlights
- 3am early morning arrivals and associated noise
- Lack of consultation

Members were keen for Council officers to develop a Red Gra plan to prevent any further disruption.

ACTION: Mark Jones and David Page

Sports Facilities

Tim Dye (Thames Valley Harriers) attended the meeting to brief Members on the proposals for the Linford Christie Stadium. Tim Dye drew Members attention to a PowerPoint presentation and reported that the new complex would include the following:

- Upgraded track to include repositioned pole vault and shot putt.
- Existing running surface would be replaced
- Indoor warm-up running track
- Indoor 4 court sports hall
- Changing and shower facilities for multi-sports
- 4G pitch to allow for year-round rugby and football
- Yoga room
- Pilates room
- Physiotherapy rooms
- Multipurpose gym
- Seven indoor tennis courts (hard court)
- Five outdoor clay courts
- Viewing gallery for indoor courts

- Baseball facility
- Retail outlet
- Coffee lounge
- Cafeteria
- Thames Valley Harriers clubhouse

The project would require a significant investment and it was reported that there were organisations interested in providing financial support. It was additionally reported that once the project had received significant investment and progress, further support would be sought from the Lawn Tennis Association (LTA), as the redevelopment of Linford Christie Stadium would largely focus on the development of an international standard tennis academy. Tim Dye added that the business case analysis from the third party consultant pointed out there was a need for a tennis academy in this area and the LTA had mentioned that there was a lack of tennis facilities available in the London Borough of Hammersmith and Fulham.

Members were keen for Thames Valley Harriers to widen their engagement strategy to local schools and residents. Councillor Elaine Chumnerly drew Tim Dye's attention to the community centre at the Old Oak Housing Estate, which would welcome a presentation on the proposed development, as well as opportunities to use the site for sport.

Community Safety Update

Members requested further details regarding dog related incidents as Mike Rumble was not present.

ACTION: David Page

2015/16 Financial Forecast

Mark Jones (Director for Finance and Resources) drew Members attention to pages 13 – 14 of the report. It was reported that since the last update to the Committee on 24 September 2015, there was an error in invoicing to the Hammersmith Hospital for the car park licence. In addition, an additional quarter was invoiced in error in 2014/15 (leading to 5 'quarters being invoiced). The latest forecast deficit was £115,319, which was £35,753 worse than budget. In response to the disappointing figures, Members suggested the possibility of hosting a fireworks nights at Wormwood Scrubs as seen at Bishops and Ravenscourt Park.

ACTION: Mark Jones and David Page

Neighbourhood Plan

David Jeffreys provided the Committee an update on the proposal for a Neighbourhood Plan for Old Oak. The proposed Neighbourhood Area of Old Oak would include the Scrubs and it was noted that the Friends of the Scrubs were supportive of the idea, as the main advantage would be that the Neighbourhood Forum would have a say in planning policy which could be significant concerning such issues as access from the north of the Scrubs and the need for amenity space elsewhere than the Scrubs. The Committee felt it would be useful to receive

a briefing from Henry Peterson who was involved in developing a Neighbourhood Plan in the Royal Borough of Kensington & Chelsea (RBK&C).

ACTION: Ibrahim Ibrahim

Other Business

David Jeffreys advised the Committee that he would be standing down from the Committee and Members wished to place their thanks on record for his input and hard work as a co-opted Member of the Committee.

RESOLVED –

THAT, the report be noted.

19. DATE OF THE NEXT MEETING


15 March 2016

Meeting started: 7:00pm
Meeting ended: 8:30pm

Chair

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Agenda Item 4

<p>London Borough of Hammersmith & Fulham</p> <p>WORMWOOD SCRUBS CHARITABLE TRUST COMMITTEE</p> <p>15th March 2016</p>	
APPOINTMENT OF CO-OPTEE	
Report of the Director of Law	
Open Report	
Classification: For Decision Key Decision: No	
Wards Affected: All	
Accountable Director: Tasnim Shawkat, Director of Law	
Report Author: Ibrahim Ibrahim, Assistant Committee Coordinator	Contact Details: Tel: 020 8753 2075 E-mail: ibrahim.ibrahim@lbhf.gov.uk

1. EXECUTIVE SUMMARY

- 1.1 This reports sets out the appointment of the Committee's co-opted member.

2. RECOMMENDATIONS

- 2.1 The Committee is asked to agree the appointment of Stephen Waley-Cohen – Friends of Wormwood Scrubs Representative as a non- voting co-opted member.

3. INTRODUCTION

- 3.1 Local authorities have a general power under the Local Government Act 1972 to co-opt persons from outside their membership to any committee appointed under the Act other than those established to regulate or control finance.
- 3.2 The terms of reference of the Wormwood Scrubs Charitable Trust Committee, as approved by Full Council, make provision for the co-option of two non-voting members to its committee.

- 3.3 David Jeffreys stood down from his position as co-opted member at the meeting on 8 December 2015 and Miriam Shea currently remains the sole co-opted member of the committee.
- 3.4 A application has been received from The Friends of Wormwood Scrubs for Stephen Waley-Cohen to be appointed as its representative. Stephen is an active member of the Friends, and has been involved in many of the Friends petitions to protect and preserve the scrubs.
- 3.5 Co-opted Members are entitled, should they elect to receive it, to an annual allowance of £504 plus travel expenses.

4. TERMS OF OFFICE

- 4.1 The non-voting co-opted role of the Friends of Wormwood Scrubs has been nominated by the Trust. The co-opted members’ period of office will expire at the end of the municipal year and the Committee will then decide whether these positions will be reappointed for a further year.

5. LEGAL IMPLICATIONS

- 5.1 The legal implications for this report are contained in the body of the report.

Implications completed by: Kayode Adewumi, Head of Governance and Scrutiny – 020 8753 2499

6. FINANCIAL AND RESOURCES IMPLICATIONS


- 6.1 The financial implications for this report are contained in the body of the report.

Implications completed by: Kayode Adewumi, Head of Governance and Scrutiny – 020 8753 2499

LOCAL GOVERNMENT ACT 2000
LIST OF BACKGROUND PAPERS USED IN PREPARING THIS REPORT

No.	Description of Background Papers	Name/Ext of holder of file/copy	Department/ Location
1.	None		

Agenda Item 5

<p>London Borough of Hammersmith & Fulham</p> <p>WORMWOOD SCRUBS CHARITABLE TRUST COMMITTEE</p> <p>15 March 2016</p>	
MANAGERS REPORT	
Report of the Director for Safer Neighbourhoods and the Director for Finance and Resources, Environmental Services	
Open Report	
Classification: For Decision and for noting Key Decision: No	
Wards Affected: College Park and Old Oak	
Accountable Executive Director: David Page Director for Safer Neighbourhoods	
Report Author: 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 2016/17 budget** and to note all other matters in this report.

2. HS2 Bill - Proposed Wetland Mitigation Legal Agreement

- 2.1. LBHF officers secured an assurance from HS2 regarding the proposed wetland mitigation proposals.
- 2.2. Officers are currently in discussion regarding the drafting of the agreement and hope to finalise the agreement shortly. An update will be provided once completed.

Committee to Note

3. HS2 Bill - Additional Provision 4 (AP4)

3.1. HS2 consulted on their HS2 Bill AP4 which proposed to re-route the Stamford Brook Sewer through the northern section of Wormwood Scrubs. The proposed works involve:

- digging a trench 365m running east to west along the northern edge of the Scrubs (south of the embankment)
- would take an estimated 6-12 months to complete
- would disturb an ecologically rich section of the Scrubs and would cut off sections of the Scrubs for public use.
- There may be a maintenance implication as 5 new inspection chambers would be installed on the Scrubs to access the sewer

3.2. LBHF Petition

The council submitted a Petition in October 2015 which covered the:

- principle of needing to re-route the sewer through the Scrubs and;
- approach to executing the works in order to minimise harm and disruption and to cover the costs of making good the Scrubs on completion of the works.

3.3. HS2's Response to Petition

HS2 responded to the Petition on 30th November 2015 and the first meeting to discuss their response with officers took place on 16th December 2015. LBHF were scheduled to appear at Select Committee on Monday 11 January 2016. This short timeframe did not give officers sufficient time to employ expertise to critique the seven other options HS2 had assessed to re-route the sewer. Therefore, LBHF officers continued to negotiate with HS2 to a) explore an alternative option identified by officers and b) seek assurances to protect the ecological habitats if there was no other option than to re-route through Wormwood Scrubs.

3.4. HS2's evidence presented a strong technical argument for re-routing through the Scrubs and it was very difficult for the council to challenge in the limited time to build any case. Officers aimed to secure HS2's commitment to fully protecting the Scrubs during and after the proposed works.

3.5. HS2 Select Committee

3.6. LBHF were scheduled to appear at Select Committee on Monday 11 January. Moments prior to appearing, HS2 agreed to entering into a legal agreement which would detail the assurances previously offered to the council. The legal agreement would mean that:

- HS2 will have to consult with LBHF regarding the implementation of the authorised works, with particular regard to the mitigating the impact of the works on the ecology and the enjoyment of the users of Wormwood Scrubs

- HS2 will supply method statements and have regard to any reasonable representations made by LBHF.
 - HS2 will have to agree, within reason, the ongoing future maintenance of any manholes to access the sewer.
- 3.7. Officers are currently in discussions with HS2 regarding the drafting of the agreement and hope to finalise the agreement shortly. An update will be provided once completed

Committee to Note

**4. Old Oak and Park Royal Development Corporation (OPDC)
Draft Local Plan – Public Consultation**

- 4.1. The OPDC’s Draft Local Plan Issues and Options consultation commenced on 4th February. This is the first stage in the preparation of a Local Plan for the OPDC area and corresponds with Regulation 18 of The Town and Country Planning (Local Planning) (England) Regulations 2012. The Local Plan will include land use policies and allocate sites for development. There is an opportunity to comment on the Issues and Options, and the preferred approach to tackle the issues, included in the document, many of which will have an impact on this borough and its residents.
- 4.2. **Consultation leaflet & workshops** - The OPDC have delivered consultation leaflets to approximately 35,000 addresses including homes and businesses in the area to inform of the Local Plan consultation and how to get involved. They will also be running a number of workshops and drop-in exhibition dates which are all open to the public and anyone who wishes to attend.
- 4.3. The public consultation runs for eight weeks, starting on 4 February and ending on 31 March. The consultation document and all supporting studies can be found at <https://www.london.gov.uk/about-us/organisations-we-work/old-oak-and-park-royal-development-corporation-opdc/get-involved-op-5>

Committee to Note

5. Fundraising Plan

- 5.1. **Independent email addresses** in the format firstname.lastname@wormwoodscrubstrust.org.uk have now been set up and have been tested. H&F Bridge is contacting a list of those likely to want to use this facility, including Committee members and staff. The new email address can be made available to anyone who has an LBHF email address.
- 5.2. As part of our fundraising plan we decided to make contact with **other organisations** responsible for common land in London. David Page and Mark Jones met with Simon Lee, Chief Executive of the Wimbledon and

Putney Commons Conservators. Interesting points that came out of that were:

- Wimbledon Common was established by a Victorian act of Parliament, rather like WSCT.
- The Conservators are the elected body responsible for Wimbledon Common.
- They have the power to levy a charge as part of the council tax to households within a certain distance of the Common. We wondered whether the establishment of the MDC alongside Wormwood Scrubs presents an opportunity to do something similar (although legislative change is likely to be necessary).
- The military still have an interest in the Common and use it occasionally.
- The Common mostly employs its own staff and carries out grounds maintenance itself.
- Following the election of new Conservators they are working harder at community engagement and have facilitated a stakeholder group.
- They are seeking grants from Natural England as part of the 'Countryside Stewardship' programme. Further details can be found at <https://www.gov.uk/guidance/countryside-stewardship-manual/3-who-can-apply> . WSCT may be eligible and it is recommended that officers investigate further.

5.3. There were some other actions from the fundraising plan which officers will report on at the meeting:

- **Organising volunteers to improve landscaping** – volunteer numbers remain steady at Wormwood Scrubs with groups coming from a variety of sources and where necessary they are supported by officers and Quadron Services Limited. Groundwork London are hoping to bring a large group to the site in late April. Building on this work will require additional resource and may be something to be targeted once the HS2 funding is released.
- After an initial interest in creating a **website** Burlington Danes school have not answered several chase up emails. There are several companies who will set up a basic website at a cost. Contacting one of these companies appears the best way to create a website quickly and relatively cheaply.
- Contact with **organisations who run ecology events** and see whether there is demand and establish the feasibility of using the Old Oak Community Centre as a base. Competition to run ecology events is high with established centres in Holland Park and Hyde Park now and organisations such as Hammersmith Urban Studies Centre and Hammersmith Community Garden Association running sessions at a number of sites. Further investigation can be done but costs would have to be kept low in order to stop them being prohibitive; existing centres like the one in Holland Park are heavily subsidised.

- Improve contacts with Imperial College, the Hospital, and Hammersmith United.

Committee to Note

- 5.4 UK Power Networks PLC are planning to undertake some works in Scrubs Lane in connection with the Imperial development on the old BBC site on the corner of Wood Lane and A40.

In this regard they have approached the Council about using the land on Wormwood Scrubs as a temporary compound and cable installation from June 2015 for between 12 to 18 months. The subject land has a tunnel shaft below it. However, the site is fenced off and has gates with UK Networks signs. In addition to this there are Clear channel advertising hoardings fronting Scrubs Lane.

It has been established that UK Power constructed the tunnel below ground level circa 1995-96 and at this time were seeking a grant of easement from the council. However this was never completed.

In addition to that UK Power Networks or their predecessors have erected a fence with gates around the area above the tunnel shaft and have created a compound. This area is in a registered nature reserve.

It would appear that UK Power Networks are occupying this land illegally and appreciate the need to regularise this matter. To-date there is no evidence that UKPN are making any adverse possession claim for the land.

The Trust have two options available which are as follows:

- Serve proceedings on UKPN to seek possession of the land, or
- Negotiate with UKPN to regularise their occupation of the land.

Property officers recommended that the Trust should seek to regularise UKPN's occupation and obtain profits for occupation.

- Firstly, the Trust should seek to grant a wayleave for the tunnel and underground cables immediately.
- Secondly, with regard to the compound as this is public open space it is recommended that the proposed letting is advertised under the open space procedure. Consideration should be given as to whether UKPN use conflicts with the Nature Reserve and if it should be deregistered or not. It is not recommended that consent is obtained from the Charities Commission as this will slow the approval process and may result in approval not being obtained.

Committee to Note

6. Filming and Events Update

- 6.1. Hire of the Red Gra has been very successful and so far £61,209 has been generated this year.
- 6.2. The terms and conditions of hire have been revised to address Woodmans Mews residents' concerns.
- 6.3. LBHF Parks and Events teams are exploring options to create an alternative access to the Red Gra area to manage noise and light pollution.
- 6.4. In 2016 there will be an additional running event in the Scrubs as well as the Race for Life.
- 6.5. The LBHF Events team is in talks with the local Police to make a Premises Licence application on behalf of the Council. This would encourage event organisers to use Wormwood Scrubs as a location.
- 6.6. Olympia Exhibition Centre has been having traffic management issues since the closure of Earls Court Exhibition Centre. The use of the Red Gra as a marshalling area has been revisited. Further negotiations are taking place.

Committee to Note

7. Community Safety Update

- 7.1. Parks Police dealt with 24 Incidents this quarter, including seven involving animals and seven involving homeless persons. The weather has deterred a lot of users and the Scrubs has been fairly quiet the past three months. On Christmas Day patrols deterred a small gathering of youths on motorised quad cycles who were persuaded to return home to continue their seasonal celebrations.
- 7.2. In College Park and Old Oak Ward 143 Crimes were reported to the Police in October, 136 in November which included the 2 crimes plotted to WWS (1 Anti-Social Behaviour and 1 Criminal Damage). In December 120 crimes were recorded on the Ward. No flying incidents were recorded and permission was given for the BBC to train pilots for their news gathering drones on the flying area during permitted times.

Quarter 3 : 2015/16

Month	Incidents	Crimes	Patrols
October 2015	13	0	44
November 2015	7	2	28
December 2015	4	0	28

Committee to Note

8. Parks Management/Grounds Maintenance update

- 8.1. Routine maintenance has been ongoing throughout the last quarter. A number of fly-tips have been reported along Braybrook Street but we hope the trial removal of the bins here will go some way to alleviating the problem.
- 8.2. We are proposing to use some of the surplus mulch in the depot at Wormwood Scrubs to create a series of habitats for slow worms. With a number of major developments taking place in the area there is a need for a site to re-locate slow worms; the increase in population will be beneficial to the site's biodiversity status.
- 8.3. There remain ongoing issues with the barrier off Scrubs Lane. Short-term repairs are being undertaken while replacement is discussed.
- 8.4. **Outdoor Gym** behind the Linford Christie Stadium - tenders have been returned to replace the outdoor gym equipment which is very well used and now beyond economic repair. The tenders have come in under budget and a Director's Decision has been approved to start the work. Once on site the work will take three to four weeks. The project will replace equipment and renew the surfacing within the footprint of the existing outdoor gym.
- 8.5. Several good designs were submitted and we invited the council's Sports Development Team and the group who use this site to look at and comment on the proposals.
- 8.6. **Children's Play area** near the end of Erconwald Street - this project will add several items of play equipment for younger children, close to the existing 'Playbuilder' play area for 8 to 14 year olds. Tenders have just been returned for this project and we are starting to evaluate the proposals. Work should start in April or May and should take around four weeks. We will install timber equipment that will fit well with the existing pieces and be unobtrusive in this natural landscape.

9. 2015/16 Financial Forecast

- 9.1. The latest financial forecast for Wormwood Scrubs Charitable Trust ("the Trust") for 2015/16 is summarised below and is detailed in Annexe A. Financial transactions for the financial year to date are set out in Annexe B.

Activity	Outturn 2014/15	Budget 2015/16	Forecast 2015/16	Variance	Movement between years	Comments
Pay and Display Parking Meters	(316,424)	(303,870)	(292,489)	11,381	-8%	Parking income less than 2014/15 (borough wide trend). Forecast revised to reflect this.
Hammersmith Hospital Car Park Licence	(391,943)	(316,748)	(237,570)	79,178	-39%	
Other income from activities for generating funds	(9,605)	(27,300)	(78,919)	(51,619)	722%	£17k income relating to 2014/15 included
Total Incoming Resources from Generated Funds	(717,972)	(647,918)	(608,978)	38,940	-15%	
Grounds Maintenance	671,940	677,249	664,931	(12,318)	-1%	Inflation 2015/16 is -1.04%
Contribution to Linford Christie Stadium	31,500	31,500	31,500	0	0%	
Other Expenditure	21,066	18,734	34,915	16,182	66%	Expenditure includes necessary tree works plus the cost of the Ecology Centre manager's time
Total Resources Expended	724,506	727,482	731,346	3,864	1%	
Net Incoming Resources	6,534	79,565	122,368	42,804	1773%	

- 9.2. The budget for 2015/16 was set with an anticipated £79,565 deficit to be drawn down from the Trust's reserves. The latest forecast deficit is £122,368, which is £42,804 worse than budget. This compares with the forecast reported to the last meeting which was a deficit of £115,000.
- 9.3. The Trust's opening cash balance for 2015/16 is £360,095. The latest forecast anticipates a drawdown of £122,368 (34% of the current cash balance), which would give a cash balance of £237,727 to carry forward to 2016/17. This is £47,234 worse than the original forecast drawdown on reserves.
- 9.4. As reported to the December Committee there was an error in the invoicing to the Hammersmith Hospital for the car park licence. An additional quarter was invoiced in error in 2014/15 (leading to 5 'quarters' being invoiced). This meant that £79,421 of income was included in the 2014/15 accounts which should not have been, and we have to correct that in 2015/16. Officers are confident that the invoicing is now correct.
- 9.5. Year to date parking income is slightly lower than last year, with a reduction of 5% observed in 2015/16. This follows a general trend in parking across the borough, cash receipts are 5% in all other machines.
- 9.6. The other income line includes £17,710 from hiring out areas of Wormwood Scrubs in 2014/15 and income of £12,000 from Winter Wonderland for parking which was not anticipated when we set the budget. Filming income has increased substantially this year. £42,149 has been generated to date, compared to £7,719 in 2015/16. It is hoped that this trend continues.
- 9.7. Negative inflation on the Quadron grounds maintenance contract (-1.04%) has resulted in a small underspend of £12,297 in 2015/16.

Committee to Note.

10. Budget 2016/17

- 10.1. The Committee is asked to approve a budget for the Trust for 2016/17 as set out at Annexe C.
- 10.2. Our financial objective for the Trust is to get it into a position where its income covers its costs in each year. Income from filming and events has grown in this financial year and this is hoped to continue in 2016/17. However this is not enough on its own to enable the Trust to achieve its financial objective. The Trust still needs to secure a significant source of new income.
- 10.3. The budget proposal is that the Trust plans for income of £696,320 and for expenditure of £741,388, giving rise to a budgeted loss of £45,068 in 2015/16. This is less than the loss of £122,368 projected for 2015/16, mainly because of corrections of historical car park licence invoices which were raised in error in 2014/15. The underlying position is therefore improving as income increases (provided that increase can be sustained).
- 10.4. We have assumed that pay and display parking receipts and all other income stay at the same levels in 2016/17 and that grounds maintenance costs increase by 1.45% for inflation.
- 10.5. 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 0.7% increase.
- 10.6. We have assumed that the contribution to the Linford Christie Stadium remains at no more than £31,500, but that may limit necessary maintenance work so we will have to monitor that closely in 2016/17.
- 10.7. On these assumptions the cash balances of the Trust will reduce to £192,659 by the end of 2016/17. If the Trust continues as it is (i.e. if there is no increase in income from a large event in 2017/18 or in 2018/19) this will leave the forecast cash balance at £78,676 by the end of 2018/19.

The Committee is asked to approve the 2016/17 Budget

11. Legal Comments

- 11.1. The Director of Law comments that the legal implications are set out in the report.
- 11.2. Legal comments provided by David Walker, Principal Solicitor (020 7361 2211)

LOCAL GOVERNMENT ACT 2000
LIST OF BACKGROUND PAPERS USED IN PREPARING THIS REPORT

No.	Description of Background Papers	Name/Ext of holder of file/copy	Department/ Location
1.	None		

Annexe A

Current Financial Forecast

As at Period 10		
Wormwood Scrubs Charitable Trust		
Statement of Financial Activities for Year ended 31 March 2016		
Income and Expenditure	2015/16 Forecast	2014/15
	£	£
Incoming Resources		
Incoming Resources from Charitable Activities:		
Pay and Display Parking Meters	292,489	316,424
Hammersmith Hospital Car Park Licence	237,570	391,943
Incoming Resources from Generated Funds:		
Income from Activities for Generating Funds	77,674	8,360
Interest Receivable	1,245	1,245
Total Incoming Resources	608,978	717,972
Resources Expended		
Charitable activities:		
Costs of generating Parking Income	0	(400)
Contribution to Linford Christie Stadium	31,500	31,500
Non Routine Maintenance of Wormwood Scrubs	13,685	3,306
Routine Grounds Maintenance of Wormwood Scrubs	664,931	671,940
Governance costs	18,468	18,160
Other resources expended	2,762	0
Total Resources Expended	731,346	724,506
Net Outgoing Resources	(122,368)	(6,534)
Reconciliation of Funds		
Total funds brought forward	5,313,819	5,320,353
Total funds carried forward	5,191,451	5,313,819

Annexe B

Activity	Year to Date P10	Comments
Contribution to Linford Christie Stadium	31,500	Contribution to Linford Christie Stadium
Hammersmith Hospital Car Park Licence	(78,727)	2015/16 Q4 Hospital Car Park Rental
Hammersmith Hospital Car Park Licence	(79,422)	2015/16 Q1 Hospital Car Park Rental
Hammersmith Hospital Car Park Licence	(79,422)	2015/16 Q2 Hospital Car Park Rental
Hammersmith Hospital Car Park Licence	(79,422)	2015/16 Q3 Hospital Car Park Rental
Income from Activities for Generating Funds	(84)	Filming income
Income from Activities for Generating Funds	(150)	Filming income
Income from Activities for Generating Funds	(150)	Filming income
Income from Activities for Generating Funds	(150)	Filming income
Income from Activities for Generating Funds	(150)	Filming income
Income from Activities for Generating Funds	(150)	Filming income
Income from Activities for Generating Funds	(150)	Filming income
Income from Activities for Generating Funds	(156)	Filming income
Income from Activities for Generating Funds	(175)	Filming income
Income from Activities for Generating Funds	(294)	Filming income
Income from Activities for Generating Funds	(525)	Filming income
Income from Activities for Generating Funds	(650)	Filming income
Income from Activities for Generating Funds	(650)	Filming income
Income from Activities for Generating Funds	(1,875)	Filming income
Income from Activities for Generating Funds	(4,500)	Filming income
Income from Activities for Generating Funds	(17,710)	2014/15 events income transferred in 2015/16
Other Expenditure	13,685	Tree canopy works
Other Expenditure	2,465	Recharge for Ecology Centre Manager
Other Expenditure	(12,700)	2014-15 WCST Audit Fee (ACCRUAL)
Pay and Display Parking Meters	(18,238)	April receipts
Pay and Display Parking Meters	(19,924)	December receipts
Pay and Display Parking Meters	(21,677)	September receipts
Pay and Display Parking Meters	(22,835)	October receipts
Pay and Display Parking Meters	(23,507)	January receipts
Pay and Display Parking Meters	(25,295)	July receipts
Pay and Display Parking Meters	(26,082)	June receipts
Pay and Display Parking Meters	(27,247)	August receipts
Pay and Display Parking Meters	(27,714)	November receipts
Pay and Display Parking Meters	(29,825)	May receipts
Routine Grounds Maintenance of Wormwood Scrubs	664,931	2015/16 Annual Charge

WSCT Budget 2016/17

Income and Expenditure

Activity	Outturn 2014/15	Forecast 2015/16	Proposed Budget 2016/17	Forecast 2017/18	Forecast 2018/19
Pay and Display Parking Meters	(316,424)	(292,489)	(292,489)	(292,489)	(292,489)
Hammersmith Hospital Car Park Licence	(391,943)	(237,570)	(324,912)	(327,186)	(329,477)
Other income from activities for generating funds	(9,605)	(78,919)	(78,919)	(78,919)	(78,919)
Total Incoming Resources from Generated Funds	(717,972)	(608,978)	(696,320)	(698,594)	(700,885)
Grounds Maintenance	671,940	664,931	674,572	684,354	694,277
Contribution to Linford Christie Stadium	31,500	31,500	31,500	31,500	31,500
Other Expenditure	21,066	34,915	35,315	35,715	36,115
Total Resources Expended	724,506	731,346	741,388	751,569	761,892
Net Incoming Resources	6,534	122,368	45,068	52,975	61,008

Forecast Changes

Activity	Adjustments	Proposed Budget 2016/17	Forecast 2017/18	Forecast 2018/19	Notes
Pay and Display Parking Meters	Brought forward	(292,489)	(292,489)	(292,489)	
	Carried forward	(292,489)	(292,489)	(292,489)	
Hammersmith Hospital Car Park Licence	Brought forward	(312,688)	(324,912)	(327,186)	1
	RPI increase	(2,189)	(2,274)	(2,290)	
Other income from activities for generating funds	Brought forward	(78,919)	(78,919)	(78,919)	2
	Carried forward	(78,919)	(78,919)	(78,919)	
Grounds Maintenance	Brought forward	664,931	674,572	684,354	3
	Inflation on contract	9,641	9,781	9,923	
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	34,915	35,315	35,715	5
	Cost of generating new income				
	Inflation on Audit fee	400	400	400	
	Carried forward	35,315	35,715	36,115	

Balance Sheet at end of Year

	Outturn 2014/15	Forecast 2015/16	Proposed Budget 2016/17	Forecast 2017/18	Forecast 2018/19
Tangible Assets	5,000,001	5,000,001	5,000,001	5,000,001	5,000,001
Cash at bank	360,095	237,727	192,659	139,684	78,676
Creditors	(69,200)	(69,200)	(69,200)	(69,200)	(69,200)
Debtors	22,923	22,923	22,923	22,923	22,923
Net Assets	5,313,819	5,168,528	5,123,460	5,070,485	5,009,477

Unrestricted Income Funds	5,313,819	5,168,528	5,123,460	5,070,485	5,009,477
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Total Charity Funds	5,313,819	5,168,528	5,123,460	5,070,485	5,009,477
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Notes

1. Assume 0.7% each year based on current indices
2. The events team are exploring the possibility of an outdoor music event but nothing certain at present. All other additional activity is expected to continue in future years.
3. 1.45% assumed
4. Every effort is being made to keep expenditure at a minimum. 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.
5. Not yet agreed with the Council and exact figure will depend on income received by WSCT, and on cost of work done by Council officers.