

**Wormwood Scrubs
Charitable Trust
Committee
Minutes**



6 December 2016

PRESENT

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

Co-opted members: Miriam Shea

Officers: Mark Jones (Director for Finance and Resources), Dave Page (Director for Safer Neighbourhoods), and David Abbott (Governance)

1. MINUTES OF THE PREVIOUS MEETING

RESOLVED

The minutes of the meeting held on 20 September 2016 were approved and signed by the Chair.

2. APOLOGIES FOR ABSENCE

2.1 Apologies were received from Stephen Waley-Cohen.

3. DECLARATIONS OF INTEREST

3.1 Councillor Wesley Harcourt declared a non-pecuniary interest as a member of the OPDC planning committee and as Hammersmith and Fulham Council's Cabinet Member for Environment and Transport.

4. MANAGERS' REPORT

HS2 Bill

4.1 Dave Page noted that royal assent of the HS2 bill was imminent and following that officers would meet with HS2 to progress work on the wetland mitigation and Stamford Brook sewer project.

4.2 Miriam Shea asked if the funds from HS2 would come through the Trust or the Council. Mark Jones responded that the funds would come through the

Council but would be under the control of this committee and would be fully reported in the Trust's accounts.

OPDC Wormwood Scrubs Survey Questionnaire – Aug-Sept 2016

- 4.3 Dave Page reported that officers were expecting feedback from the survey by the end of the year. Councillor Elaine Chumnerly requested that a representative from OPDC presented the results of the survey at the next meeting on 20 March 2017.

Filming and Events Update

- 4.4 Dave Page noted that four event proposals had been received; a live music event, a four weekend secret cinema event, a reggae festival, and a winter event. More detail would be provided about the winter event at a future meeting. Dave Page also noted that an improved version of the website was available to view and officers were in the process of obtaining publicity photos from OPDC. Councillor Joe Carlebach commented that there was a donate button on the site but not an explanation of why people should use it. Officers said some explanatory text would be added for the final version.
- 4.5 Councillor Elaine Chumnerly asked if there was an events plan that could be made available on the website to make the offer clear for event organisers. Officers said this could be added.

Community Safety Update

- 4.6 Dave Page noted that a fibre link to the Parks Police office to the CCTV room had been installed to allow monitoring of the cameras.
- 4.7 The Chair asked what progress had been made replacing the barrier. Dave Page said he would follow-up on this issue and get new costs.

ACTION: Dave Page

Grounds Maintenance and Site Management Update

- 4.8 Miriam Shea asked for clarification on 8.2 of the report. Dave Page said officers had asked Idverde to fill the absent posts from other parts of the contract. Miriam Shea noted that there was still a lot of litter in places, particularly at the entrance to Scrubs Lane, in the hospital car park, and in the new play area on Braybrook Street.

Introduction of Cycle Quietway between East Acton and Kensington

- 4.9 Dave Page presented the new proposal, including amendments made following discussion at the last meeting. Miriam Shea said the new route was much improved but asked that officers looked at adding a system to slow bike traffic along Scrubs Lane where the bike path crossed the pedestrian footpath.
- 4.10 Councillor Elaine Chumnerly said it would be useful to see usage figures once the route was in place.

- 4.11 Councillor Wesley Harcourt asked that electrical outlets were put in along with the ducting to put an end to events organisers having to use generators that provoked noise complaints.

RESOLVED

The Committee approved the cycle quietway, with the additions noted above.

Financial Forecast 2016/17

- 4.12 Mark Jones reported that the latest financial forecast was for a £78,000 loss. That included £10,000 for upgrading parking meters to allow pay by phone, which based on similar upgrades around the borough could lead to increased revenues.
- 4.13 Councillor Joe Carlebach asked if it would be possible to negotiate an early payment from UKPN to cover some of the losses in this financial year, but without damaging the Trust's negotiating position. Dave Page said he would speak to colleagues in Property Services.

ACTION: Dave Page

- 4.14 Councillor Joe Carlebach asked officers to look at the feasibility of obtaining a good bid writer to make bids to other charitable foundations to support the Trust's finances going forward.

ACTION: Mark Jones

- 4.15 Councillor Elaine Chumnerly noted that the Committee had previously considered employing someone on a part-time basis to manage the website and write bids. Officers said hiring a manager would happen when the funding from HS2 came through.

Appointment of Auditors

- 4.16 Mark Jones noted that the Trust must appoint an auditor for its 2016/17 accounts. KPMG were recommended to maintain consistency with the Council's arrangements, which made the audit of the Trust's accounts easier.
- 4.17 Councillor Joe Carlebach asked that officers seek a discount on KMPG's fee due to the Trust's charitable status.

RESOLVED

The Committee postponed approval until the results of the request for a discount were known.

5. DATE OF NEXT MEETING

- 5.1 The next meeting was scheduled for 20 March 2017.

Meeting started: 7.00pm
Meeting ended: 7.50pm

Chair

Contact Officer: David Abbott
Governance and Scrutiny
Tel: 020 8753 2063
Email: david.abbott@lbhf.gov.uk