

# Wormwood Scrubs Charitable Trust Committee

## Agenda

Thursday 22 June 2017

7.00 pm

Woodlane Community Centre, 78 White City Close, W12 7DZ

### MEMBERSHIP

Administration:	Opposition	Co-optees
Councillor Elaine Chumney Councillor Wesley Harcourt	Councillor Joe Carlebach	Miriam Shea Stephan Waley-Cohen

**CONTACT OFFICER:** Amrita Gill  
Committee Co-ordinator  
Governance and Scrutiny  
☎: 020 8753 2094  
E-mail: amrita.gill@lbhf.gov.u

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Members of the public are welcome to attend.

Date Issued: 14 June 2017

# **Wormwood Scrubs Charitable Trust Committee Agenda**

**22 June 2017**

<b><u>Item</u></b>		<b><u>Pages</u></b>
<b>1.</b>	<b>APPOINTMENT OF CHAIR AND VICE CHAIR</b> The committee is asked to appoint a Chair and a Vice-Chair for the 2017-18 Municipal Year.	
<b>2.</b>	<b>APPOINTMENT OF CO-OPTED MEMBERS</b> The committee is asked to approve the appointment of two non-voting co-opted members.	1 - 2
<b>3.</b>	<b>MINUTES OF THE LAST MEETING</b> To approve the minutes of the meeting held on 20 March 2017.	3 - 6
<b>4.</b>	<b>APOLOGIES FOR ABSENCE</b>	
<b>5.</b>	<b>DECLARATIONS OF INTEREST</b> If a Councillor has a disclosable pecuniary interest in a particular item, whether or not it is entered in the Authority's register of interests, or any other significant interest which they consider should be declared in the public interest, they should declare the existence and, unless it is a sensitive interest as defined in the Member Code of Conduct, the 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 disclosable pecuniary interest or other significant 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.

Where Members of the public are not allowed to be in attendance and speak, then the Councillor with a disclosable pecuniary interest should withdraw from the meeting whilst the matter is under consideration. Councillors who have declared other significant interests should also withdraw from the meeting if they consider their continued participation in the matter would not be reasonable in the circumstances and may give rise to a perception of a conflict of interest.

Councillors are not obliged to withdraw from the meeting where a dispensation to that effect has been obtained from the Audit, Pensions and Standards Committee.

**6. MANAGERS REPORT**

7 - 17

The Committee is asked to approve the terms of the deal with UK Power Networks and authorise officers to carry out the necessary advertising and, unless there are objections, enter into the necessary legal agreements for the Trust.

**7. DATE OF NEXT MEETING**


The next meeting is scheduled for 19 September 2017.

**8. EXCLUSION OF THE PUBLIC AND PRESS**

The Committee is invited to resolve, under Section 100A (4) of the Local Government Act 1972, that the public and press be excluded from the meeting during the consideration of the following items of business, on the grounds that they contain the likely disclosure of exempt information, as defined in paragraph 3 of Schedule 12A of the said Act, and that the public interest in maintaining the exemption currently outweighs the public interest in disclosing the information.

**9. LINFORD CHRISTIE STADIUM - FUNDING AND REPORT ON OPTIONS (EXEMPT ITEM)**

This report sets out the current income and expenditure for the Council on the Linford Christie Stadium and associated sports pitches, and the potential for alternative options that could be pursued to secure the long term future of sport and athletics at the site.

<p><b>London Borough of Hammersmith &amp; Fulham</b></p> <p><b>WORMWOOD SCRUBS CHARITABLE TRUST COMMITTEE</b></p> <p><b>22 June 2017</b></p>	
<b>APPOINTMENT OF CO-OPTEEES</b>	
<b>Report of the Monitoring Officer – Rhian Davies</b>	
<b>Open Report</b>	
<b>Classification: For Decision</b> <b>Key Decision: No</b>	
<b>Wards Affected: None</b>	
<b>Accountable Director: Sarah Thomas, Director of Delivery and Value</b>	
<p><b>Report Author:</b> Amrita Gill, Assistant Committee Coordinator</p>	<p><b>Contact Details:</b> Tel: 020 8753 2094 E-mail: <a href="mailto:amrita.gill@lbhf.gov.uk">amrita.gill@lbhf.gov.uk</a></p>

## 1. EXECUTIVE SUMMARY

- 1.1 This reports sets out the appointment of the Committee’s co-opted members.

## 2. RECOMMENDATIONS

- 2.1 The Committee is asked to agree the appointments of the following non- voting co-opted members:
- Sir Stephen Waley-Cohen – Friends of Wormwood Scrubs Representative
  - Miriam Shea – Friends of Wormwood Scrubs Representative

## 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 on 17 May 2017, make provision for the co-option of two non-voting members to its committee.

- 3.3 As an appreciation for their commitment to supporting the work of the trust it is proposed that the Committee re-appoints 2 non-voting co-opted members in the role of a representative from the Friends of Wormwood Scrubs.
- 3.4 The Friends are an association of users of Wormwood Scrubs Park (“the Scrubs”), are recognised as a charity by HMRC and have over 3,000 supporters. The objectives of the Friends, according to their constitution, include the protection and conservation of the Scrubs for the exercise, recreation and enjoyment of the public in accordance with the Wormwood Scrubs Act 1879 and the resistance of encroachments and other inappropriate activity affecting the lawful use and enjoyment of the Scrubs by the public.
- 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 have 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: David Abbott, Scrutiny Manager – Tel: 020 8753 2063

#### **6. FINANCIAL AND RESOURCES IMPLICATIONS**

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

Implications completed by: David Abbott, Scrutiny Manager – Tel: 020 8753 2063

**LOCAL GOVERNMENT ACT 2000**  
**LIST OF BACKGROUND PAPERS USED IN PREPARING THIS REPORT**  
None.



London Borough of Hammersmith & Fulham

## **Wormwood Scrubs Charitable Trust Committee Minutes**

**Monday 20 March 2017**

### **PRESENT**

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

**Co-opted members:** Stephen Waley-Cohen

**Officers:** Mark Jones (Director for Finance and Resources), Dave Page (Director for Safer Neighbourhoods), Jem Kale (Events), Farrah Rossi (Project Manager), David Burns (Head of Housing Strategy), Nigel Brown (Head of Asset Strategy) and Amrita Gill (Governance)

### **1. MINUTES OF THE PREVIOUS MEETING**

Councillor Elaine Chumnerly noted the following correction under 4.13 - Financial Forecast 2016/17:

Delete "Councillor Joe Carlebach asked if it would be possible to negotiate an early payment" and replace it with "Councillor Elaine Chumnerly asked if it would be possible to negotiate an early payment".

**RESOLVED**

The minutes of the meeting held on 6 December 2017 were approved and signed by the Chair.

### **2. APOLOGIES FOR ABSENCE**

Apologies were received from Miriam Shea.

Apologies for lateness were received from Councillor Joe Carlebach

### **3. DECLARATIONS OF INTEREST**

There were no declarations of interest.

#### **4. MANAGERS REPORT**

##### HS2 Bill

Farrah Rossi noted that the HS2 Act 2017 was given Royal Assent on 23rd February. Officers would meet with HS2 in March to develop the wetland mitigation and Stamford Brook sewer project and update the trust on any progress.

##### HS2 Proposed Ground Investigations

Farrah Rossi noted that HS2 Ltd were due to start ground investigations in the Old Oak Common station area in March. These would include eight cone penetration tests going into a maximum depth of 30m with two locations also having rotary borehole depth to approximately 70m. The holes would be designed as 'permanent', however there was a possibility for them to be filled in if the council requested. Although the council may wish to keep them for their own monitoring purposes.

Councillor Wesley Harcourt asked how the construction and maintenance of the boreholes would be managed by HS2 and if access would be required to the site at various times and the likely impact this would have. He also requested for the timescales and working method to be made publicly available well in advance. Farrah Rossi responded that a meeting would be held on 21 March 2017 with HS2 to understand the impact of the ground investigations on Wormwood Scrubs and the committee would be updated.

ACTION: Farrah Rossi

##### OPDC Wormwood Scrubs Survey Questionnaire – Aug-Sept 2016

Dave Page reported that as a result of the Mayoral Review of the OPDC and delay in a chair being appointed to the OPDC Board, the report on the outcome of the survey had not yet been published. OPDC were expected to appoint a chair imminently and were planning to publish the results alongside the next draft OPDC local plan.

##### Filming and Events Update

Jem Kale reported that there had been agreements with Secret Cinema to hold an experimental screening event in August 2017. This was a low risk mass participation event and the proposed daily capacity was up to 5,000. He noted that they were offering community input which would be beneficial for residents. Negotiations were at the final stage and the committee would be updated in a couple of weeks.

Councillor Wesley Harcourt queried where the event would be held. Jem Kale said it would take place at the north-eastern corner near Scrubs Lane.

Councillor Elaine Chumnerly asked if the Redgra area would be used and if temporary structures would be in place during the event. Jem Kale said that a meeting would be held to discuss the protection of the Redgra area and any temporary structures would be removed after the event. Jem Kale commented that he would share the commercial arrangements with the Councillors prior to sign off.

ACTION: Jem Kale

Jem Kale reported that the Winter Event was a large project with significant revenue potential. It would be different to Winter Wonderland as the entertainment would be based around performing arts rather than funfair rides. The organisers had been preparing a defined proposal and an update would be made available soon.

Councillor Elaine Chumnerly asked for officers to be mindful of Woodland Mews and the Redgra area before work commenced for the Secret Cinema and Winter Event.

#### Community Safety Update

Dave Page noted that the number of rough sleepers found on Wormwood Scrubs had considerably reduced during the winter months and the recent cutback of undergrowth would assist in preventing their return.

There had been a number of thefts from unattended vehicles in the hospital car park, however high visibility patrols had helped to deter offenders.

Councillor Elaine Chumnerly asked if there was CCTV coverage of the hospital car park. Dave Page said that he would provide an update on this.

ACTION: Dave Page

#### Grounds Maintenance and Site Management Update

Dave Page reported that officers had been working with Idverde to manage the litter removal. Work was undertaken in mid-February to start the removal of the large encampments to the north of the site that were being used by homeless people.

Councillor Elaine Chumnerly queried what support would be available for homeless people if seen on the site. Dave Page said that day patrols were carried out with UKBA and they were referred to the appropriate agencies.

A guerrilla gardening group Pannage.eu, approached Friends of Wormwood Scrubs and made recommendations on their website on how the Council could protect the park and its nature reserves. The Friends of Wormwood Scrubs have advised them that they were working with the Charitable Trust and the Council to develop plans for the site and asked Pannage.eu to desist in their activities.

#### Sourcing a Bid Writer

Mark Jones reported that the Committee had previously considered employing someone on a contract basis to write bids to trusts and other potential donors. It was clear that the Trust needed to identify projects for which it wanted to raise funds. A manager was in the process of being recruited using the HS2 funding and would put the Trust in a much better position to identify suitable projects to raise funds for. A forest school was suggested as one possible project.

David Page added that the website is up and running in basic format and linked in with the Friends of Wormwood Scrubs website. A link would be circulated to the Committee.

ACTION: Dave Page



Financial Forecast 2016/17

Mark Jones reported that the latest financial forecast was for a £50,000 loss. This is £5,103 better than the original forecast drawdown on reserves.

The other income line included a forecast of £88,612 from filming and events representing an increase of 44% compared with 2015/16 incomes for those activities.

Financial Budget 2017/18

Mark Jones reported that the proposed budget was for a £57,000 loss - this included filming income but did not include money from potential events such as Secret Cinema, the Winter Event, or expected payments from UKPN.

Councillor Joe Carlebach queried when, under the current assumptions, would the Trust run out of cash reserves. Mark Jones said at the current rate it would be 2019/20 – though that would change if funding from HS2 and UKPN came through and major events could be secured.

UKPN

Mark Jones noted that UKPN and the Council were still in negotiations and were in the process of agreeing terms for a 7-year lease.

RESOLVED

The Committee approved the proposed budget for 2017/18 and noted all the matters in the report.

**5. DATE OF NEXT MEETING**


The next meeting was scheduled for 21 June 2017.

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

Chair .....

Contact officer: Amrita Gill  
Assistant Committee Co-ordinator  
Governance and Scrutiny  
☎: 02087532094  
E-mail: amrita.gill@lbhf.gov.u

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.

<p><b>London Borough of Hammersmith &amp; Fulham</b></p> <p><b>WORMWOOD SCRUBS CHARITABLE TRUST COMMITTEE</b></p> <p><b>21 June 2017</b></p>	
<b>MANAGERS REPORT</b>	
<b>Report of the Director for Safer Neighbourhoods and the Director for Finance and Resources, Environmental Services</b>	
Open Report	
<b>Classification: For decision and noting</b> <b>Key Decision: No</b>	
<b>Wards Affected:</b> College Park and Old Oak	
<b>Accountable Executive Director:</b> David Page Director for Safer Neighbourhoods	
<b>Report Author:</b> Mark Jones, Director for Finance and Resources David Page, Director for Safer Neighbourhoods	<b>Contact Details:</b> Tel: 020 8753 6700 <a href="mailto:mark.jones@lbhf.gov.uk">mark.jones@lbhf.gov.uk</a>

## 1. Executive Summary and Decisions Sought

- 1.1 The Committee is asked to approve the terms of the deal with UK Power Networks and authorise officers to carry out the necessary advertising and, unless there are objections, enter into the necessary legal agreements for the Trust.
- 1.2 All other matters in the report are for noting.

## 2. HS2 Bill - Proposed Wetland Mitigation Legal Agreement

- 2.1. LBHF officers secured assurances from HS2 regarding the proposed wetland mitigation proposals on Wormwood Scrubs.
- 2.2. Officers met with HS2 in May to progress the project. It was agreed that a Development Manager with ecology experience would be appointed to oversee the project. The recruitment process is currently underway and subject to internal processes running smoothly, it is hoped that an officer will be in post by Sept/ Oct 2017.

### Committee to Note

### **3. HS2 Bill Re-Routing Stamford Brook Sewer Legal Agreement**

- 3.1 LBHF officers secured a legal agreement from HS2 regarding the re-routing of the Stamford Brook Sewer through the northern edge of the Scrubs.
- 3.2 Officers reported to WSCT in March that HS2 Ltd were due to start ground investigations in the Old Oak Common station area in March. The investigations were to be undertaken in the Great Western railway depot and Heathrow Express depot area.
- 3.3 Officers also reported that to get a greater spread of ground water monitoring and boreholes in the area HS2 require access to Wormwood Scrubs to undertake some Ground investigations. These would include 8 Cone Penetration Tests (CPT's), going into maximum depth of 30m with 2 locations also having rotary borehole depth to approximately 70m. The CPT's would be bored and filled in on the same day. The two boreholes would take approximately a week each and upon completion they would be covered with a flush cap that can be used for monitoring throughout the duration of the station project. The holes would be designed as 'permanent' as HS2 Ltd require them to remain for longer than 6 months. However, if the council requested for them to be filled in after the civil work at OOC are completed this is a possibility. Although the council may also wish to keep them for their own monitoring purposes.
- 3.4. WSCT members expressed concern regarding the borehole covers and whether they could be tampered with, removed or someone could fall in. In response, the boreholes are approximately 150mm-200mm in diameter and therefore it would not be possible a person to fall in. HS2 have also confirmed that they can be locked and could only be opened using a hex head specialist hammer used by their contractors. Photos are attached in Appendix 1.

#### **Committee to Note**

### **4. UK Power Networks**

- 4.1 Following discussion at the last committee meeting There was a further discussion with UKPN about the amount they should pay for the Trust land they are using. The history of the negotiation is set out in the table below:

<p><b>1. UKPN offer 1</b> 6 yrs back rent + 7 yrs rent = 13yrs @ £3,446 per annum = £44,798 Licence rent for working area = 24 months @ £2,892.50 per calendar month = £69,420</p> <p>TOTAL = £114,218</p> <p><b>2. UKPN offer 2</b> 6 yrs back rent + 7 yrs rent = 13yrs @ £3,446 per annum = £44,798 Licence rent for working area = 24 months @ £2,892.50 per calendar month = £69,420</p>
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<p>Rent for non-operational area (9,860 sq ft) @ £0.25 per sq ft = £2,465 x 13 yrs = £32,045</p> <p>TOTAL = £146,263</p>
<p><b>3. Savills proposal on behalf of the Trust (to settle)</b>  7 yrs rent @ £3,446 per annum = £24,122 (a)  Licence rent for working area = 24 months @ £2,892.50 per calendar month = £69,420 (b)  6 yrs back rent @ £3,446 per annum = £20,676  Licence rent for working area = (6 yrs) 72 months @ £2,892.50 per calendar month = £208,260</p> <p>SUB TOTAL = £322,478  concession (reduction of back rent to £180,000 (c))</p> <p>= (a) + (b) + (c) = TOTAL £273,542</p>
<p><b>4. UKPN final offer (to settle)</b>  As above, but with reduction of back rent to £100,000 (not £180,000) = £193,542</p>

- 4.2 Proposal number 3 was made on 29 March (i.e. after the last WSCT Committee meeting) in an attempt to push for a better deal. The UKPN response to that is item 4.
- 4.3 The Council's valuers in the corporate property services believe that the proposed deal represents the best consideration reasonably obtainable and is thus compliant with s123 of the Local Government Act 1972. The common is open space and advertising of the transaction is required under s.123 for two consecutive weeks in a local paper. We recommend that a period of four weeks from the date of first advertisement is allowed for the lodging of objections. The power to approve the disposal can be delegated to officers unless objections are received. Any objections will be referred back to the Committee.
- 4.4 Officer are recommending that offer 4 at a value of £193,542 is accepted by the Trust.

**Committee to Approve**

**5. Filming and Events Update – Jem Kale**

- 5.1 Secret Cinema Proposal: The event may take place in July/August 2018. A wider consultation has been taking place including the Pony Club, Hammersmith Hospital, and Scrubs Prison. Positive feedback from all parties has been received so far. Friends of WWS and Woodmans Mews residents will be consulted next.

- 5.2 Winter Wonderland Proposal: The project has been put on hold due to general election. Friends of WWS will be consulted during June 2017

**Committee to Note**

**6. Community Safety Update – Mike Rumble**

Month	January	February	March	April
Incidents	7	11	8	11
Crimes	0	0	3	0
Patrols	41	36	31	38

- 6.1 Dog related incidents were apparent this quarter. Following a dog on dog attack parks police were able to track down a professional dog walker whose dogs had attacked another dog. As he was in charge of more than the permitted number of dogs he was given an £80 Fixed Penalty Notice, had to pay the vets bills for the other party and was advised that he will be prosecuted if he is found with too many dogs in the future.
- 6.2 Six crossbow arrows were found secreted in the bushes near the railway line. The items were safely removed to police custody. The crime figures in March included two instances of anti-social behaviour in the Hospital Car Park and a burglary at Linford Christie Stadium.

**Committee to Note**

**7. Grounds Maintenance and site management update – Ian Ross**

- 7.1 The maintenance team at the site have concentrated on litter during recent months with an emphasis on areas where we have historic issues; it continues to be a major issue. Officers working with Idverde have zoned the site to ensure all areas are visited on a cycle.
- 7.2 All other works including pitch maintenance continue as normal.
- 7.3 Works have been carried out to the trees on Old Oak Lane; the works were primarily health and safety as the trees had a lot of deadwood in them. The canopies were also lifted to improve visibility/reduce anti-social behaviour opportunities.
- 7.4 During May we had a corporate group of 80 volunteers from Disney for 4 hours who did some selective thinning of the copses along Braybrook Street and removal of historical litter from these areas. They also did some snowberry removal. During the task an old handgun was discovered; the Metropolitan Police attended.
- 7.5 We have some vandalism to the new outdoor gym outside the stadium. The equipment is currently in storage awaiting repair/reinstallation.

- 7.6 Officers met with Hitachi Rail (at their request) regarding trees overhanging from the scrubs. Officers advised Hitachi Rail if this was an issue for them they should exercise their common law right to cut the offending vegetation back to the boundary.

### Committee to Note

## 8. Financial Out-turn 2016/17

- 8.1. The financial out-turn for Wormwood Scrubs Charitable Trust (“the Trust”) for 2016/17 is summarised below and is detailed in Annexe A. Financial transactions for the full year are set out in Annexe B.

Activity	Outturn 2015/16	Budget 2016/17	Outturn 2016/17	Variance	Movement Between Years	Comments	Previously Reported	
							Last Reported	Movement
Pay and Display Parking Meters	(303,538)	(292,489)	(287,012)	5,477	-5%	Parking income is £11k less when compared to income received in the prior period.	(287,225)	213
Hammersmith Hospital Car Park Licence	(294,070)	(314,877)	(316,505)	(1,628)	8%	Contracted lease payments increased by 2% in Q4 2016/17.	(316,505)	0
Other income from activities for generating funds	(80,964)	(78,919)	(95,873)	(16,954)	18%	Filming and events income for Q4 slightly lower than forecast, offset by additional 2015/16 income received in the year of circa £9k.	(90,112)	(5,761)
<b>Total income and endowments</b>	<b>(678,572)</b>	<b>(686,285)</b>	<b>(699,390)</b>	<b>(13,105)</b>	<b>3%</b>		<b>(693,842)</b>	<b>(5,548)</b>
Grounds Maintenance	684,032	674,572	686,568	11,996	0%	Inflation 2016/17 was 0.56%	685,893	675
Contribution to Linford Christie Stadium	32,405	31,500	32,344	844	0%	Includes an element of governance costs using 2016/17 out-turn figures.	32,312	32
Other Expenditure	21,335	35,315	20,617	(14,698)	-3%	Inspection fees, pest control and non-routine grounds maintenance costs. Prior forecast included a £5k risk for the costs of a car park survey which was not conducted.	25,637	(5,020)
<b>Total Expenditure</b>	<b>737,772</b>	<b>741,388</b>	<b>739,529</b>	<b>(1,859)</b>	<b>0%</b>		<b>743,842</b>	<b>(4,313)</b>
<b>Net (income)/expenditure</b>	<b>59,199</b>	<b>55,103</b>	<b>40,139</b>	<b>(14,964)</b>	<b>-32%</b>		<b>50,000</b>	<b>(9,860)</b>

- 8.2. The budget for 2016/17 was set with an anticipated £55,103 deficit to be drawn down from the Trust’s reserves. The out-turn for 2016/17 is for a deficit is £40,139, which is £14,964 better than budget.
- 8.3. The Trust’s opening cash balance for 2016/17 was £275,570. The out-turn figures will necessitate a drawdown of £40,139 (15% of the current cash balance), which would give a cash balance of £235,431 to carry forward to 2017/18. This is £14,964 better than the original forecast drawdown on reserves.
- 8.4. Parking income was slightly lower than the previous year, with a reduction of 5% observed in 2016/17.
- 8.5. The other income line includes income of £85,858 from filming and events in 2016/17 as well as £9,295 representing an increase of 18% compared with 2015/16 income for these activities.
- 8.6. Final inflation on the Quadron grounds maintenance contract was agreed at 0.56% for 2016/17. The charge for the full year was processed in Quarter 2.
- 8.7. The movement between the expenditure lines reflects new accounting arrangements in line with Financial Reporting Standards. This requires that the finalised governance costs of £19,175 are apportioned over the expenditure lines.

8.8. Two capital projects have been completed this financial year as part the Council's capital programme, which means that the costs are met by the Council and do not fall to the Trust. These are;

- The supply and installation of a play area for young children at a cost of £45,830.
- The supply and installation of a pull up gym behind Linford Christie Stadium at a cost of £34,175.

### **Committee to Note**

## **9. Financial Forecast 2017/18**

9.1. The financial forecast for Wormwood Scrubs Charitable Trust ("the Trust") for 2017/18 is summarised below.

Activity	Outturn 2016/17	Budget 2017/18	Forecast 2017/18	Variance	Movement Between Years	Comments
Pay and Display Parking Meters	(287,012)	(287,225)	(287,012)	213	0%	Parking income is forecast to be in line with 2016/17 receipts.
Hammersmith Hospital Car Park Licence	(316,505)	(322,896)	(322,896)	0	2%	Contracted lease payments forecast to increase by 2% in 2017/18.
Other income from activities for generating funds	(95,873)	(90,112)	(86,578)	3,534	-10%	Filing income for 2016/17 included prior year receipts of c.£9k. Forecast income for 2017/18 is based on income received for 2016/17 only.
<b>Total Income and endowments</b>	<b>(699,390)</b>	<b>(700,234)</b>	<b>(696,486)</b>	<b>3,748</b>	<b>0%</b>	
Grounds Maintenance	686,568	699,473	707,929	8,456	3%	Inflation for 2017/18 is 3.007%
Contribution to Linford Christie Stadium	32,344	32,312	32,376	64	0%	Includes an element of estimated governance costs for 2017/18.
Other Expenditure	20,617	25,637	22,949	(2,688)	11%	Estimated cost of car park survey £4,900 (tbc if this will be carried out), non-routine grounds maintenance costs estimated at £15,400 and other ad hoc expenditure estimated at £2,600 based on average costs over the last two financial years.
<b>Total Expenditure</b>	<b>739,529</b>	<b>757,423</b>	<b>763,254</b>	<b>5,831</b>	<b>3%</b>	
<b>Net (income)/expenditure</b>	<b>40,139</b>	<b>57,189</b>	<b>66,768</b>	<b>9,579</b>	<b>66%</b>	

9.2. The Retail Price Index (RPI) indices used to calculate the contractual uplift on the grounds maintenance contract were forecast to be 1.98% during budget setting. However, the actual uplift is 3.007% for 2017/18. This has increased the expenditure budget by £20,645, £8,456 higher than assumed during budget setting.

9.3. We have made quite cautious assumptions about the likely income from events in 2017/18 and the current forecast is based on income levels in 2016/17. Securing a large event is not assumed, but Council officers are working on possibilities as detailed elsewhere. There are some signs that filming income may be strong again this year.

9.4. Income from UKPN is not included in the projection.

9.5. We are likely to see some costs for the conversion to cashless parking, but we do not know what those are yet.

9.6. The budget for 2017/18 was set with an anticipated £57,189 deficit to be drawn down from the Trust's reserves. The forecast for 2017/18 is for a deficit of £66,768, which is £9,579 worse than budget. This is mostly as a result of a higher than budgeted increase to the cost of the routine grounds maintenance contract.

- 9.7. The Trust's opening cash balance for 2017/18 is £235,431. The latest forecast anticipates a drawdown of £66,768 (28% of the current cash balance), which would give a cash balance of £168,663 to carry forward to 2016/17. This is £9,579 worse than the original forecast drawdown on reserves.

**Committee to Note**

**10. Legal Comments**

- 10.1. In relation to the proposed agreement with UKPN Section 1 (Local Authority 'General Power' of Competence ) of the Localism Act 2011 confers power to the Council to do anything in any way whatever, including—

- (a) power to do it anywhere in the United Kingdom or elsewhere,
- (b) power to do it for a commercial purpose or otherwise for a charge, or without charge, and
- (c) power to do it for, or otherwise than for, the benefit of the authority, its area or persons resident or present in its area

- 10.2. The Council has power under Section 123 Local Government Act 1972 to dispose of property at the best price reasonably obtainable. The Council's Corporate property services advises that the proposed deal represents the best consideration reasonably obtainable and is thus compliant with s123 of the Local Government Act 1972.'

- 10.3. Section 123 gives the Council power to deal with open space land subject to advertising and public consultation requirements. The Council is required to advertise a public notice of the disposal of Open Space under S.123(2A) of the above Act in the local gazette for two consecutive weeks subject to public consultation. The Council is required to consider any objections.

- 10.4. Comments completed by Rachel Silverstone, Legal Services.

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

**None.**





## ANNEXE A

### 2016/17 Financial Out-turn Position

#### Wormwood Scrubs Charitable Trust

#### Statement of Financial Activities for Year ended 31 March 2017

Income and Expenditure	2016/17	2015/16	Notes
	£	£	
<b>Income and endowments from:</b>			
Donations and legacies			
Income from Charitable activities:			
Pay and Display Parking Meters	(287,012)	(303,538)	Total parking income 5% lower than that received in 2015/16.
Hammersmith Hospital Car Park Licence	(316,505)	(294,070)	Contracted lease payments increased by 2% Q4. 2015/16 figures included a £22K adjustment for 2014/15 reducing income received.
Other trading activities	(95,154)	(79,261)	Events and filming income 8% higher than that received in 2015/16. Additional £9k income relating to prior period also received in the year.
Income from Investments	(719)	(1,704)	Interest on cash balance.
Other Income	0	0	
<b>Total Income and endowments</b>	<b>(699,390)</b>	<b>(678,572)</b>	
<b>Expenditure on:</b>			
Raising funds			
Charitable activities:			
Costs of generating Parking Income	0	0	Car park survey not carried out in 2016/17.
Contribution to Linford Christie Stadium	32,344	32,405	Contribution to LCS plus proportion of governance costs.
Non Routine Maintenance of Wormwood Scrubs	15,991	20,729	Expenditure on non-routine grounds maintenance plus proportion of governance costs.
Routine Grounds Maintenance of Wormwood Scrubs	686,568	684,032	Grounds Maintenance contracted spend plus proportion of governance costs.
Other expenditure	4,626	606	London Wildlife Inspection fees £3.3k plus other ad hoc costs.
<b>Total Expenditure</b>	<b>739,529</b>	<b>737,772</b>	
Net gains/(losses) on investments			
<b>Net (income)/expenditure</b>	<b>40,139</b>	<b>59,199</b>	
<b>Reconciliation of Funds</b>			
Total funds brought forward	(5,254,619)	(5,313,818)	
<b>Total funds carried forward</b>	<b>(5,214,479)</b>	<b>(5,254,619)</b>	

All income was unrestricted.

## ANNEXE B

### 2016/17 Full Year Transactions

Activity	Comments	Amount
Contribution to Linford Christie Stadium	WSCT Contributions to LCS	31,500
Governance Costs	Audit Fees	(13,000)
Governance Costs	Audit Fees	13,000
Governance Costs	Audit Fees	(13,000)
Governance Costs	Audit Fees	12,700
Governance Costs	Audit Fees	12,700
Governance Costs	Finance Support Costs	6,516
Governance Costs	Legal Charges	60
Governance Costs	Legal Charges	198
Hammersmith Hospital Car Park Licence	2016/17 Q1 Hospital Car Park Rental	(78,727)
Hammersmith Hospital Car Park Licence	2016/17 Q2 Hospital Car Park Rental	(78,727)
Hammersmith Hospital Car Park Licence	2016/17 Q3 Hospital Car Park Rental	(78,727)
Hammersmith Hospital Car Park Licence	2016/17 Q4 Hospital Car Park Rental	(80,325)
Income from Investments	Interest on cash balance	(719)
Non Routine Maintenance of Wormwood Scrubs	Advanced Tree Services Limited	400
Non Routine Maintenance of Wormwood Scrubs	Advanced Tree Services Limited	2,850
Non Routine Maintenance of Wormwood Scrubs	Advanced Tree Services Limited	900
Non Routine Maintenance of Wormwood Scrubs	Advanced Tree Services Limited	600
Non Routine Maintenance of Wormwood Scrubs	Fencing works	3,711
Non Routine Maintenance of Wormwood Scrubs	Fencing works	380
Non Routine Maintenance of Wormwood Scrubs	Fencing works	270
Non Routine Maintenance of Wormwood Scrubs	Fencing works	298
Non Routine Maintenance of Wormwood Scrubs	Works on Redgra	3,746
Non Routine Maintenance of Wormwood Scrubs	Quadron	2,419
Other expenditure	Audiolink Limited	106
Other expenditure	Historic bal correction	645
Other expenditure	Inspection Fees	3,244
Other expenditure	New switch on barrier	525
Other expenditure	Pest Control	46
Other expenditure	WSCT e-mail address	60
Other trading activities	Additional 2015.16 Filming Recharges to Wormwood Scrubs	(9,295)
Other trading activities	April 2016 Filming Recharges to Wormwood Scrubs	(563)
Other trading activities	April 2016 Filming Recharges to Wormwood Scrubs	(188)
Other trading activities	April 2016 Filming Recharges to Wormwood Scrubs	(750)
Other trading activities	April 2016 Filming Recharges to Wormwood Scrubs	(250)
Other trading activities	August 2016 Filming Recharges to Wormwood Scrubs	(160)
Other trading activities	Event Fees (Cancer Research Pretty Muddy Event)	(1,820)
Other trading activities	Event Fees (Police Parking)	(6,020)
Other trading activities	Event Fees (Police Parking)	(3,020)
Other trading activities	Event Fees (Winter Wonderland Parking)	(11,840)
Other trading activities	Event Fees (Winter Wonderland Parking)	(2,000)
Other trading activities	February 2017 Filming Recharges to Wormwood Scrubs	(2,071)
Other trading activities	February 2017 Filming Recharges to Wormwood Scrubs	(3,106)
Other trading activities	February 2017 Filming Recharges to Wormwood Scrubs	(1,035)
Other trading activities	February 2017 Filming Recharges to Wormwood Scrubs	(1,035)
Other trading activities	January 2017 Filming Recharges to Wormwood Scrubs	(9,830)
Other trading activities	January 2017 Filming Recharges to Wormwood Scrubs	(1,035)
Other trading activities	January 2017 Filming Recharges to Wormwood Scrubs	(2,588)
Other trading activities	January 2017 Filming Recharges to Wormwood Scrubs	(1,035)
Other trading activities	January 2017 Filming Recharges to Wormwood Scrubs	(632)

Other trading activities	January 2017 Filming Recharges to Wormwood Scrubs	(1,035)
Other trading activities	January 2017 Filming Recharges to Wormwood Scrubs	(1,035)
Other trading activities	July 2016 Filming Recharges to Wormwood Scrubs	(190)
Other trading activities	July 2016 Filming Recharges to Wormwood Scrubs	(569)
Other trading activities	June 2016 Filming Recharges to Wormwood Scrubs	(778)
Other trading activities	June 2016 Filming Recharges to Wormwood Scrubs	(259)
Other trading activities	June 2016 Filming Recharges to Wormwood Scrubs	(778)
Other trading activities	June 2016 Filming Recharges to Wormwood Scrubs	(259)
Other trading activities	June 2016 Filming Recharges to Wormwood Scrubs	(778)
Other trading activities	June 2016 Filming Recharges to Wormwood Scrubs	(259)
Other trading activities	June 2016 Filming Recharges to Wormwood Scrubs	(209)
Other trading activities	June 2016 Filming Recharges to Wormwood Scrubs	(70)
Other trading activities	March 2017 Filming Recharges to Wormwood Scrubs	(200)
Other trading activities	March 2017 Filming Recharges to Wormwood Scrubs	(3,106)
Other trading activities	March 2017 Filming Recharges to Wormwood Scrubs	(750)
Other trading activities	March 2017 Filming Recharges to Wormwood Scrubs	(1,035)
Other trading activities	March 2017 Filming Recharges to Wormwood Scrubs	(4,141)
Other trading activities	March 2017 Filming Recharges to Wormwood Scrubs	(2,071)
Other trading activities	March 2017 Filming Recharges to Wormwood Scrubs	(3,106)
Other trading activities	May 2016 Filming Recharges to Wormwood Scrubs	(758)
Other trading activities	November 2016 Filming Recharges to Wormwood Scrubs	(1,440)
Other trading activities	October 2016 Filming Recharges to Wormwood Scrubs	(3,106)
Other trading activities	September 2016 Filming Recharges to Wormwood Scrubs	(598)
Other trading activities	September 2016 Filming Recharges to Wormwood Scrubs	(6,212)
Other trading activities	September 2016 Filming Recharges to Wormwood Scrubs	(1,035)
Other trading activities	September 2016 Filming Recharges to Wormwood Scrubs	(3,106)
Pay and Display Parking Meters	April Wormwood Scrubs Income	(23,634)
Pay and Display Parking Meters	August Worwood Scrubs Income	(23,557)
Pay and Display Parking Meters	December Wormwood Scrubs Income	(21,806)
Pay and Display Parking Meters	February Wormwood Scrubs Income	(24,269)
Pay and Display Parking Meters	January Wormwood Scrubs Income	(23,342)
Pay and Display Parking Meters	July Wormwood Scrubs Income	(24,263)
Pay and Display Parking Meters	June Wormwood Scrubs Income	(26,857)
Pay and Display Parking Meters	March Wormwood Scrubs Income	(27,946)
Pay and Display Parking Meters	May Wormwood Scrubs Income	(22,536)
Pay and Display Parking Meters	November Wormwood Scrubs Income	(23,021)
Pay and Display Parking Meters	October Wormwood Scrubs Income	(21,444)
Pay and Display Parking Meters	September Wormwood Scrubs Income	(24,337)
Routine Grounds Maintenance of Wormwood Scrubs	WSCT - Fixed Ground Maintenance 2016/17	668,655