

Wormwood Scrubs Charitable Trust Committee Agenda

Wednesday 24 September 2025 at 6.30 pm

Online - Virtual Meeting

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MEMBERSHIP

Administration
Councillor Alex Sanderson (Chair) Councillor Bora Kwon Councillor Dominic Stanton
Co-optees
Stephen Waley-Cohen Faye Thomas

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Date Issued: 15 September 2025

Wormwood Scrubs Charitable Trust Committee

Agenda - 24 September 2025

<u>Item</u>		<u>Pages</u>
1. APOLOGIES FOR ABSENCE		
2. DECLARATIONS OF INTEREST	<p>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.</p> <p>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.</p> <p>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.</p> <p>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.</p>	
3. MINUTES OF THE LAST MEETING	<p>To approve the minutes of the meeting held on 18 June 2025 as an accurate record.</p>	4 - 9
4. MANAGER'S REPORT	<p>To note and approve all matters in the report.</p>	10 - 27
5. DATE OF NEXT MEETING	<p>The next meeting will take place on 2nd December 2025.</p>	

Wormwood Scrubs Charitable Trust Committee Minutes

Wednesday 18 June 2025

PRESENT

Committee members: Councillors Alex Sanderson (Chair), Bora Kwon and Dominic Stanton

Co-opted members: Faye Thomas and Sir Stephen Waley-Cohen

Advisors to the Trust: Osama El-Amin (Trust Manager), Simon Ingyon, Victoria Abel, Carmen Lomotey, Nick Falcone.

1. APPOINTMENT OF CO-OPTED MEMBERS

The Committee approved the appointment of Sir Stephen Waley-Cohen and Faye Thomas as non-voting co-opted members.

2. APOLOGIES FOR ABSENCE

No apologies for absence were received.

3. DECLARATIONS OF INTEREST

There were no declarations of interest.

4. MINUTES OF THE LAST MEETING

Matters arising:

Stephen Waley-Cohen (Co-Opted Member) sought updates on the timetable for the master plan, as well as the timetable for signs and access. Lastly, he noted that the grounds maintenance contract was expiring in 18 months, and he asked what the process was for renewal. The Chair explained that a written response would be provided for the timetable related queries and that the process to renew the grounds maintenance contract would be a procurement process. Mark Raisbeck (Advisor to the Trust) added that a strategic report would be going to cabinet for the maintenance contract to seek permission to begin the procurement process. Stephen Waley-Cohen, on behalf of Friends of Wormwood Scrubs, offered to be involved in the procurement process, as had been the case previously.

RESOLVED

That the minutes of the previous meeting held on 18th March 2025 were agreed as an accurate record.

5. **MANAGER'S REPORT**

KAA2 Site Decommissioning Programme

Osama El-Amin (Trust Manager) provided an overview of the report which explained that in 2024, the Department for Education (DfE) outlined their intention to maintain the KAA2 temporary school site, on the 'parade ground' for a further 3-year period. Since then, DfE had engaged KAA and the wider Grenfell Community on the memorialisation of the tragedy and subsequent state of the tower. In concluding those discussions, the DfE had decided the KAA2 site was no longer required beyond the current permitted term.

Stephen Waley-Cohen mentioned that it was recommended that the tarmac not be retained due to flooding risk and asked how the new solution with slate on top, would not cause the same issue. The Chair explained that the slate was semi-permeable.

The Committee agreed to engage the Ministry of Defence (MoD) and the Old Oak and Park Royal Development Corporation (OPDC) on the future use of the space.

Grounds Maintenance (GM) contract performance update and upcoming activities

Osama El-Amin updated the committee on the performance of the grounds maintenance contract. It was currently performing to a satisfactory level. No complaints had been received from the public in that time. Grass cutting, sports pitch line marking and regular cleansing regimes had been maintained successfully. Horticultural features including the wildlife hedges and flower beds had been weeded and maintained under the stewardship of the on-site Ecologist.

The Committee noted the update

Park Lodge – Building condition and future use

Osama El-Amin introduced the report which updated the Committee on the condition of Park Lodge. A building condition survey undertaken at the property had highlighted several structural issues with the building. The abundance of mature vegetation near the building had impacted the foundations, resulting in differential settlement (subsidence), evidenced by large cracks on the internal facade and ceilings. The committee was asked to consider the safety and security risks of maintaining the building in its current state and consider demolishing the building.

Councillor Stanton asked whether there had been an income stream to the Council from Park Lodge. Osama El-Amin explained that there had been a small income stream through rent.

Councillor Stanton questioned what would happen to the space, once the building was demolished. Osama El-Amin told the committee that the building would not be replaced in the short term, due to the limited footfall in the area because of the HS2 construction. In the short term it could be used as open space, then officers, with direction from the Committee, could think about how to use the space in the long term.

Councillor Stanton asked how big the grounds were. Osama El-Amin indicated the garden had been overgrown, so at the moment it is difficult to calculate an exact square meterage.

Councillor Stanton wanted to understand whether demolishing the building would have an impact on any future planning. Osama El-Amin explained that it was on metropolitan open land and therefore it would be very difficult to get planning permission to build. He added that in its current state, the building was not fit to be lived in and beyond a level of repair that warranted undertaking improvements.

Faye Thomas (Co-Opted Member) asked at what point once a building has been demolished could they no longer build on the site. Osama El-Amin told the committee that if they capped off the utilities, they could be used in the future, but if they went to the utility companies and asked for them to be stopped at the source it would then be more difficult to provide utilities to the site again.

Faye Thomas wondered for what purpose the building was built for. Osama El-Amin clarified that it was originally built for a staff member to live on the site.

Stephen Waley-Cohen commented that this part of the scrubs was not an ideal place for a building as it was one of the most ecologically sensitive parts of the scrubs. He added that he would be supportive of building in a different part of the scrubs. Osama El-Amin added that the idea of a park ranger had been raised before, and this would be better in a part of the scrubs with higher footfall.

The Committee noted the update

Linford Christie Sports Centre – Capital Programme

Osama El-Amin introduced this report. Phase 1 of the changing room scheme had been completed, with all changing room units available for hire. Phase 2 involved the replacement of the community room facility at the same specification as the changing room units, this had now been completed. The feasibility of replacing an old toilet block with a café was currently being looked at. The artificial pitch resurfacing scheme was almost complete. The Committee were asked to delegate authority to finalise the lease for the artificial pitch to the Chair. There was ongoing work to the Athletics track. Tests had found undulations under the track and the base layer was damaged. There were two options, one was a partial remediation of the base layer and the other was to resurface all the concrete below the track. The Committee were asked to delegate authority to the Chair to pursue if these options were financially viable.

Councillor Stanton asked whether the work to the track would mean that they would miss out on holding events next season. Osama El-Amin confirmed that they couldn't host the National Athletics League events until the track was repaired but that it wouldn't be the season for those events until after the remediation work was completed, and the Harriers could still use the track in the meantime.

The Committee noted the update on the Linford Christie sports stadium capital scheme and delegated authority to the Chair for approving the final KDFC lease and progression of the track re-surfacing scheme.

Braybrook Street Play Area Improvement Scheme Update

Victoria Abel (Advisor to the Trust) introduced the report which highlighted that the tender for the Braybrook Street Under 8s Play Area improvement was published on the Councils procurement portal at the end of April with a date to receive bids back by 21st May. One bid was received which, was currently being evaluated. Phase 2 involved improving the Over 8s play area. This tender will be published once the outcome of the Under 8s tender is known. If the under 8s tender is unsuccessful the two phases will be tendered together.

Faye Thomas asked what the timeline was for finalising the review of the bid. The Chair explained that she was still reviewing the bid and hadn't made a decision. Stephen Waley-Cohen commented that there needed to be more shade at the play area. Officers responded that this would be considered within the phase 2 scheme.

The Committee noted the update.

Wormwood Scrubs Meadow – Local Nature Reserve

This report was introduced by Osama El-Amin May 2025, the final Local Nature Reserve (LNR) declaration was sealed by the London Borough of Hammersmith and Fulham (LBHF) legal team. Prior to this additional designation, the Scrubs hosted 15.95ha of LNR. The Wormwood Scrubs Meadow brought this figure up to – 29.15ha, which represented 38% of the open space. In finalising the designation, this committee, along with Hammersmith and Fulham Council demonstrated their commitment to addressing the climate and ecological emergency. Osama El-Amin thanked the committee, RSPB, LBHF Ecology officers and the Friends of Wormwood Scrubs in arriving at this achievement.

The Committee noted the update.

MUGA resurfacing programme

Osama El-Amin introduced this report which gave an update on the MUGA resurfacing. A contractor had been selected to undertake resurfacing improvements. An additional layer of rubber crumb would be laid around the perimeter, before installing new carpet and spraying the required lines. The works would take approximately 2 weeks, which will occur during the summer holidays. This work should be complete by the second week of September.

The Committee noted the update.

Community Safety report

Alfie Kerrigan (Advisor to the Trust) introduced the report which highlighted the work of the Law Enforcement team (LET). They had undertaken 15 weapon sweeps, none had been found, there were 68 Anti-Social Behaviour sweeps due to reports from residents. The majority of issues were dog and public space awareness related. How to contact the LET was also outlined.

The Chair questioned what issues should lead to contacting the LET and which should mean people contact the Police. Alfie Kerrigan highlighted a number of issues such as threats of violence, dangerous driving, racism and harassment which should go to the Police whereas as general Anti-Social behaviour should go to the LET team. He added that if anyone is in doubt, they should contact the Police.

The Committee noted the report.

Wormwood Scrubs Charitable Trust financial performance

Carmen Lomotey (Advisor to the Trust) introduced the report which outlined the financial performance of the Trust in Q1 2025. The 2024/25 outturn provided a significant surplus of £713,600.88 (subject to audit), which was £34,572 better than last forecasted (£679,029 surplus per the March 2025 report). The overall surplus was largely due to reduced project costs (other expenditure), increased parking income and higher bank interest.

Councillor Stanton questioned whether vacating Kensington Aldridge was taken into account in the 2025/26 forecast. Carmen Lomotey confirmed that it was not taken into account as there was not currently a date of vacation. She added that there may be a downward adjustment of circa £100k for this reason.

The Chair commented that the financial situation was healthier than it had been in a long time.

The Committee noted the report.

RESOLVED

That the Committee:

1. Received the update on the KAA2 site and agreed to engage the Ministry of Defence (MoD) and the Old Oak and Park Royal Development Corporation (OPDC) on the future use of the space.
2. Received an update on the performance of the Grounds Maintenance contractor and noted upcoming maintenance activities in Q2. 2025/26.
3. Noted the structural issues concerning the Park lodge building and discussed the next steps to securing the site.
4. Received an update on the Linford Christie sports stadium capital scheme and delegated authority to the Chair for approving the final KDFC lease and progression of the track re-surfacing scheme.
5. Noted an update on the Braybrook play area improvement scheme.
6. Noted the final designation of the Wormwood Scrubs Meadow – Local Nature Reserve.
7. Noted an update on the MUGA re-surfacing programme at Old Oak Family Hub.
8. Received an update on Community Safety.
9. Noted WSCT financial performance and comparison to year end.

6. DATE OF THE NEXT MEETING

The Committee noted the date of the next meeting scheduled to be held on 24th September 2025

Meeting started: 6:30pm
Meeting ended: 7:23pm

Chair

Clerk: Liam Oliff
E-mail: Liam.Oliff@lbhf.gov.uk

MANAGERS REPORT	
Report to Wormwood Scrubs Charitable Trust Committee September 2025	
Report Author: Osama El-Amin, Charitable Trust Manager	Contact Details: Osama.el-amin@lbhf.gov.uk

Executive Summary and Decisions Sought

The Committee is asked to:

1. Note an update on progress towards awarding the AEM Masterplan capital works and maintenance contracts.
2. Receive and update on the planned diversion of Old Oak Common Lane via the HS2 UTX site.
3. Receive an update on the decommissioning programme for the KAA2 site by the Department for Education.
4. Receive an update on performance of the ground's maintenance contract and note upcoming maintenance activities in Q3. 2025/26.
5. Approve a 7-year extension to the UKPN lease to occupy land at the north-west corner of Wormwood Scrubs.
6. Note an update on green infrastructure funding applications and outdoor learning on Wormwood Scrubs.
7. Delegate authority to the Chair to progress the running track re-surfacing scheme at the Linford Christie outdoor sports stadium and note completion of the artificial pitch scheme.
8. Note progress made on MUGA re-surfacing behind the Old Oak Family Hub.
9. Receive an update on the Braybrook play area improvement scheme. Phase 1 and Phase 2.
10. Receive a report on Community safety – Alfie Kerrigan (information)

11. Note the financial performance of WSCT in Q1. and Q2. 2025/26, with a comparison to year end.

1. AEM Masterplan Procurement and Timetable

Following publication of the 'AEM Masterplan Biodiversity & Improvement Works' tender, the Council identified a matter which required termination of the procurement on 5th August 2025, in line with section 55 of the Procurement Act 2023. This was due to an incorrect classification of a question within the qualification envelope, which may have resulted in a legal challenge to the Council. On that basis and the grounds set out in the Council's Procurement Process Terms and Conditions; paragraph 2.2. (2.2.10.) (page 3/23), which confirms:

2.2. The Council reserves the right at any time, at its absolute discretion, to:
2.2.10. Discontinue or abandon the procurement process at any point and for any reason without awarding any contract or lot (as applicable) as a result of this procurement process.

The amendments were completed and the opportunity re-published on 7th August, with a 4-week period given for new submissions. The deadline for submissions was Wednesday 4th September. 4 bids have been received and are currently under evaluation. Scores are due to be awarded by 3rd October, followed by 2 moderation meetings on 14th and 16th October, where evaluation scores will be discussed and final scores awarded to each bid. An internal governance process will follow, with a contract signed by 18th December. Mobilisation will follow, with works to begin on-site on Monday 2nd February 2026. Prior to works commencing, communications will be sent to all stakeholders with a detailed timeline of works.

The programme for the capital works will be agreed with the bidder prior to the start date and is likely to take 6-9 months, with seasonal works such as tree planting prioritised during winter months. The management and maintenance of the capital works, existing woodland and scrubland will start from autumn 2026. Please refer to appendix A for the updated, detailed work programme.

Committee to note.

2. Old Oak Common Lane diversion via UTX site

As reported to this committee in September 2024, Old Oak Common Lane is due to be lowered and widened in line with the construction of the HS2 terminus at Old Oak Common. To enable that ambition, several utilities running beneath the carriageway will be excavated and diverted along a section of the road which runs parallel to the Scrubs. To keep vehicle traffic flowing, HS2 have proposed a traffic diversion via the UTX site (under compulsory purchase) for a period of up to 3 years. Officers have reviewed the design package and approved the diversion, with the following measures adopted: 1. Pre-construction and post-diversion soil contamination surveys, allowing

the Trust to accurately assess the environmental impact of bringing the roadway closer onto the Scrubs and contextualise any future mitigation requests. **2.** An additional drainage channel to be built into the construction. **3.** An earth bund on the Scrubs side of the hoarding to further mitigate any surface water run-off. Approximately 20m² of vegetation requires clearance to allow for hoarding replacement. This will be done under the guidance of Ecologists and monitored by the Trust.

Committee to note.

3. KAA2 site decommission programme

Since receiving notification of the DfE intention to decommission the site, officers have been working with the OPDC to understand how to maintain elements of the construction, including – water/foul drainage connections, the electrical substation and the fencing. As permitted development rights did not apply to the site, the Trust would be required to submit a full planning application to maintain those elements. On advice from the OPDC, officers will work with this committee to consider how that space can be used, before engaging in a concept design and seeking planning permission. Officers will work with local stakeholders to co-produce options for the future of that site, before this committee are asked to consider feasibility of those options. That governance process will trigger further engagement with the Ministry of Defence whom maintain military access rights over this space.

Contractors have removed 3 of the 6 classroom blocks, with utilities disconnected and foundations removed. September and October will see the final 3 blocks removed, with the site handed over to the groundworks team for full remediation with a semi-permeable limestone aggregate. The programme is due to be handed over on 19th December 2025.

Committee to note.

4. Grounds Maintenance contractor oversight and planned works for Q3. 2025/26

Performance levels continue to be maintained across Lot 3, with consistent and growing numbers of volunteers engaged to undertake seasonal support works. Over June and July, idverde/RSPB/WSCT partnership recorded – 1,495 hours of volunteering, delivered by 358 volunteers. These include dedicated sessions with; Loreal, Imperial Health Charity, KPMG, Masboro Elders Project and Hammersmith Scouts Association. We celebrated Climate Action Week with a habitat walk delivered with the Old Oak Primary Nature Champions and the Lead Member for Climate and Ecology – Cllr. Wesley Harcourt.

Please see the table below for a list of upcoming GM activities from September – December 2025.

Main Site: September – December 2025	
Sports Fields	1. Pitches marked once a week; Sep – Dec. Holes filled daily .2. Defects reported daily. 3. Litter picked daily. 4. Grass cut once per month; Sep – Dec. (20mm – 30mm)
Amenity Grass	Grass is cut once per month in September –December, as per contract specification (20mm – 50mm)
Hard Surfaces	Daily sweeping
Whole Site	1. Daily litter picking. 2. Daily bin collection. 3. Broken glass collected daily. 4. Defects reported daily.
Play Area's	1. Daily site inspections. 2. Defects are reported daily. 3. Daily litter picking.
Bins	1. Collected daily, with any damages/defects reported.
Shrub Beds	1. Monthly nesting bird checks. 2. Shrub beds weeded once per month; Sep – Dec. 3. Report all defects and isolate dangerous materials once a month.
Wildlife Hedges	1. Hedges trimmed back once a month – Sep – Oct.
Woodland Management	2. Tree's surveyed (priority locations – Scrubs Lane, Braybrook St, Loverose Lane), with crowning, or monolithing or felling to follow survey. Woodchip laid across Forest School routes, timber edging and habitat management.
Scrub Management	1. 20% annual cutback to be focused on sites in the Meadow area using a combination of tractor flail and handheld tools. All work to follow once ecological assessments are concluded.
Linford Christie Stadium: September – December	
Sports Field	1. Daily goal inspections. Grass cut once per month; Sep – Dec. 2. Litter picked once per month.
Amenity Grass	1. Grass cut one per month; Sep - Dec. 2. Litter is picked once per week.
Hard Surfaces	1. Signs and benches to be pressure washed fortnightly. 2. Graffiti removed daily. 3. Daily sweeping of hard surfaces. 4. Defects isolated and reported daily. 5. Weeds are removed weekly.
Synthetic Pitches	1. Surfaces brushed, remove all debris once per week. 2. Isolated and reported any dangerous defects weekly. (Mon-Fri).

Following completion of works to the artificial pitches at Linford Christie stadium, those new assets will be brushed once a week, with litter picking and leaf clearance to be undertaken at the same time. Upcoming scrub/bramble management works will be

overseen by the on-site Community and Ecology Advisor, with support from qualified tractor operatives and some volunteers. These works will focus on the areas highlighted on the map below. The red areas denote high priority sections, while the yellow denote the wildlife hedge. The cutbacks will be completed in an 'islands' with scalloped edges. Arisings to be repurposed as habitat piles and dead hedging in agreed areas. A proportion of scrub will be dug out to prevent suckering re-growth and ensure diversity.

Wildlife Meadow



South of the Wildlife Meadow



Committee to note.

5. UKPN 7-year lease extension

The current lease to occupy land marked red on the plan below is set to expire on 25th March 2026. The area covers approx. 1,350m² and located in the north-west corner of the estate. In consultation with the LBHF corporate property team, the Trust Manager has re-negotiated the terms of an extension. UKPN are seeking a 7-year extension to the current lease, taking the new expiry date to – **25.03.2033**. The current value of this lease is £3,446 pa. UKPN have accepted a 44% uplift to this fee, bringing the new value to £5000 pa, with annual payment anticipated on the date of renewal. Under the current terms, UKPN agree to continue paying all rates and taxes applicable to the sub-station site, not assign or underlet the property to any third party, indemnify the Trust against any claims that are the foreseeable consequence of any wrongful or negligent act and maintain the agreed ecological management plan for the site. Finally, UKPN will re-imburse the Trust up to £2,500 + VAT for professional fee's incurred relation to this renewal. This committee is asked to approve the terms of this extension.



Committee to approve.

6. Green infrastructure funding applications and continuation of outdoor learning on the Scrubs

In partnership with Imperial Health Charity, WSCT is applying to the Greater London Authority (GLA) 'Green Roots Fund', which is designed to support nature recovery and community engagement projects across the city. The application aims to create a dedicated community growing/allotment space on the WSCT estate, to be designed and maintained with input from hospital staff and patients. The Trust is applying for the capital costs and delivery of a 2-year project. If successful, a community operator will be engaged to take operational responsibility for the space and provide engagement sessions for the duration of the project terms, this relationship will be managed via service level agreement to be drafted and monitored by the Trust Manager. The Trust is seeking up to £150K to support this project.

WSCT has applied to the LBHF Green Investment fund to support a feasibility study and concept design for the construction of an Ecology centre and a green waste processing facility on the estate. We are seeking £50K to pay for a concept design up to RIBA stage 2. The application is pending review. If successful, the Trust will co-design a tender brief with community stakeholders and committee members before commencing a competitive procurement exercise.

The outdoor learning programme delivered by Urbanwise London will continue this autumn under the same framework as the previous pilot programme. Twice weekly, sessions will be delivered by trained Forest School practitioners. One session will be delivered to pupils at Old Oak Primary School as an after-school club and the other for the children and parents of the stay and play group at the Old Oak Family Hub. While these sessions are in play, the Trust Manager is seeking contributions from trusts, foundations and corporates to secure the long-term delivery of the programme.

Committee to note.

7. Linford Christie Outdoor Sports Stadium – Capital Programme

Artificial pitch re-development – This scheme is now complete. At a total cost of - £1,416,320, including a £218,000 contribution from the Council to construct new floodlighting and 3 dual purpose netball/tennis courts. The Trust has paid £250,000 in the form of a grant to the club, while the club has paid the remaining - £947,920. A 40-year lease, with a break clause at 25 years is now in place with the Dragon's football club, covering the 11-a-side pitch. Under a service level agreement, the club are to deliver weekly training sessions for local young people, a one-week summer soccer school aimed at boys and girls wishing to join a new U11's teams. The Trust/Council will be able to use that pitch to host semi-final and final school competitions along with sporting events for disabled players during the summer. Outside that time, the club and the Trust have agreed that local state schools will be given priority booking and the club will replicate the Council's booking terms, in order to avoid price mismatch. The terms of the SLA will be monitored quarterly with any operational/logistical decisions taken between the club and the Trust Manager. 3 new tennis/netball courts and adaptable 7-a-side/5-a-side pitches are also available to book through - [Sports bookings and facilities | London Borough of Hammersmith & Fulham](#).

Running track – On advice from England Athletics, the Trust has engaged 'Labosport' to conduct a site survey across the track, which will take place in October 2025. Visual inspections have revealed undulations across the 800m facility. Labosport will commission surface and resilience testing to understand the extent of remediation required to the concrete sub-base beneath the track. Those results should be secured by early November. At present, the framework contractor has quoted cost of remediating 500m² of the track, it is unknown whether this will be sufficient to support the overall structure of the track. Once survey results are secured, an updated quote will follow which will give officers cost certainty. Once a final fee is agreed, officers will review budgets and consider whether an uplift will be required, before liaising with the Chair to progress this scheme. This committee is asked to delegate authorisation to the Chair if a decision on progression is required between committee meetings.

Once the scope has been finalised, a framework contractor is in place to deliver this scheme. A work programme will be developed by the contractor which will be fed to the Thames Valley Harriers, local schools, clubs and users of the stadium. Officers are hoping to finalise payment in Autumn for a Spring works date. Works are likely to take 8-10 weeks from contractor mobilisation.

While remediation of the track has been on the club's radar for several years, the funding to enable this scheme became available in 2024. The club has been engaged throughout this process and recorded their frustration at the delay to this scheme. Officers have clarified the reasons behind the delay and maintained good working relations with the club, despite the challenge of limited suppliers and seasonal requirements to undertake such work. We remain committed to supporting the club and users of the stadium.

Committee to approve.

8. MUGA re-surfacing behind the Old Oak Family Hub

This committee approved an initial £40K budget to re-develop the multi-use games area behind the Old Oak Family Hub. Due to significant damage to the sub-base which became clear once the shockpad was removed an additional £26K is required to excavate and re-lay the concrete sub-base, to then install suitable surfacing. Under the committee terms of reference relating to officer delegation, officers sought permission from the Chair to sanction the uplift.

To limit disruption, works were postponed until the summer holiday camp had concluded. The works will commence at the end of September and will take up to 2 weeks to complete, prior to the October half term. Additional CCTV will be commissioned along with a code lock to further secure the facility.

Committee to note.

9. Braybrook play area improvement scheme - Phase 1 and Phase 2

Phase 1 of the play area improvement is due to start on site on 20th October 2025. The contract has been awarded to Sutcliffe Play. This phase of work will be to improve the under 8s play area which will include a range of play equipment including; new swings and climbing frames and items for interactive play including a train engine, carriage and ticket office. New safety surfacing will be laid to the new equipment and existing safety surfacing to the existing swings and other equipment will be overlaid with new surfacing to create a more accessible play facility. The installation work should be completed by 19th November.

During installation, the area for the new equipment will be fenced off (to the right of the gravel footpath), while the opposite section will be kept open for use during the half term holiday. Once that section is complete, the opposing area where the safety surfacing is due to be overlaid, will be fenced off for 2-3 days while that work is completed. The programme is subject to favourable weather conditions, so any prolonged rainfall will delay the programme.

Once the new equipment and safety surfacing have been installed, a low-level wooden fence will wrap the under 8s play area and be installed along with vehicle maintenance and pedestrian gates to be installed.

Additionally, the footpath from Braybrook St entrance will be extended into the play area and towards seating areas within the U8's play area. That footpath will then extend into the over 8's play area. The footpath and fencing will be completed as soon as possible after Sutcliffe Play have installed the play equipment. All the elements of phase 1 should be completed before Christmas subject to weather and ground conditions.

Once the play equipment has been installed, officers will assess the options for shade cover that will not pose a maintenance risk to the lifespan of the upgraded facilities.

Phase 2 of the improvement project will be to install one large scale, dynamic and challenging piece of play equipment and safety surfacing in the northeast corner of over 8's play area. This phase of work will also include additional safety surfacing to infill the grassed spaces in between the individual items of existing play equipment to make them more accessible.

The brief and specification have been finalised and approved. Procurement is due to commence in September. Bids will be secured soon after, with a view to awarding a contract by November. Pending contractor submissions, work is likely to commence in early 2026.

Committee to note.

10. Community Safety Report: June – September 2025

Wormwood Scrubs updates

Law Enforcement Team Officers for your area:

Claire Willis (Senior Law Enforcement Officer), Alfie Kerigan (Senior Law Enforcement Officer), Raul Islas (Law Enforcement Officer), College Park & Old Oak Ward, Magdalena Niedzwiedz (Law Enforcement Officer), College Park & Old Oak ward.

Summary:

This report outlines the role and works undertaken by the Law Enforcement Officers in Wormwood Scrubs.

The Law Enforcement Team (LET) was launched in April 2021 following the amalgamation of various teams, including the Neighbourhood Wardens, Parks Police, Street Scene Enforcement and Highways Enforcement. The LET comprises 72 uniformed officers, and the service operates 24/7, 362 days a year.

The LET's main objectives are:

- To support the Council's vision to be the best Council and deliver continuous improvement for our residents.
- To be the cleanest and safest borough.
- To work in partnership with council services, residents, partners and external agencies to develop a coordinated approach to solving issues and increasing resident satisfaction.
- To support the Police and other partners to protect residents from anti-social behaviour and crime.
- Tackle persistent issues, particularly in known hotspots in the borough.

Wormwood Scrubs

1. The following data is for 01.06.2025 – 10.09.2025 Wormwood Scrubs only.

Issue	Number	Comments
Weapon sweeps conducted	8	No weapons found.
ASB patrols	68	Conducted to tackle reports of ASB from residents.
Dog Issue/ PSPO awareness	17	Engagement with residents led to several compliance cases raised.
Engagements	95	Engagements with members of the public/ persons using WWS.

Dogs PSPO Enforcement	1	X1 FPN Issued
Fly tip/ waste	0	No reports of Fly tipping.
High Visibility Patrols	383	Average of 2 patrols a day at least to tackle issues in WWS.
Illegal encampment	4	Reports made through to the Let from the residents regarding Illegal encampments
Abandoned Vehicle	0	None reported or witnessed by LET.
locking duties		Daily locking duties continue unless the team are extracted to conduct other urgent duties across the borough.
TOTAL	330	

Since March 2025, a Community Protection Warning has been served and issued to a third dog walking company who are actively carrying out business on Wormwood Scrubs.

The issuing of dog related PSPO violations including Fixed Penalty Notices vary accordingly and are subject to various factors. LET endeavour to enforce accordingly towards any breaches observed or reported.

Hi visibility foot patrols are conducted at different times of the day; however, we aim to focus on specific and targeted approaches to patrols at time frames when anti-social behaviour and PSPO breaches are most likely to occur.

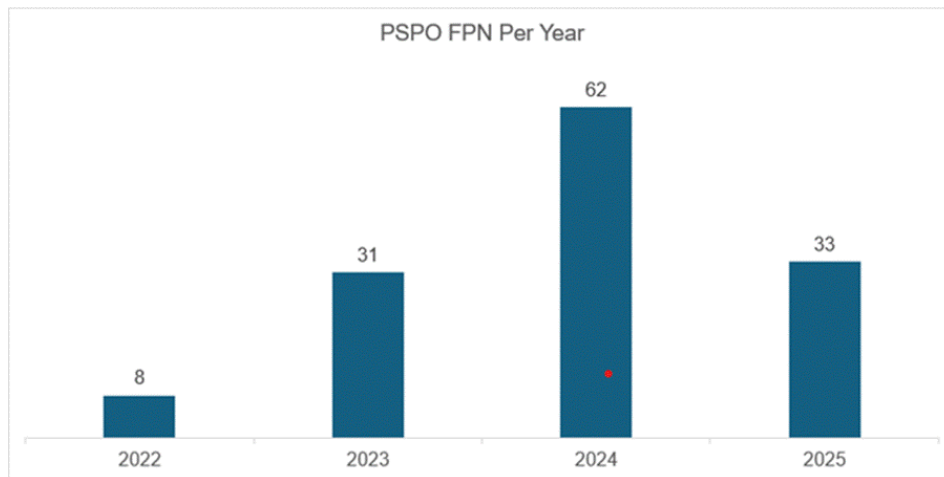
Dangerous vehicle & motorcycle usage and other related elements of crime & ASB such as threats or violence and dangerous dog issues which are experienced or witnessed on WWS are to be reported directly to the Police on 999 in the event of an emergency and 101 in a non-emergency situation. These issues can also be followed up and sent to LET.HF@lbhf.gov.uk keeping us updated and informed.

All reports, issues and concerns are to be sent directly to LET.HF@lbhf.gov.uk

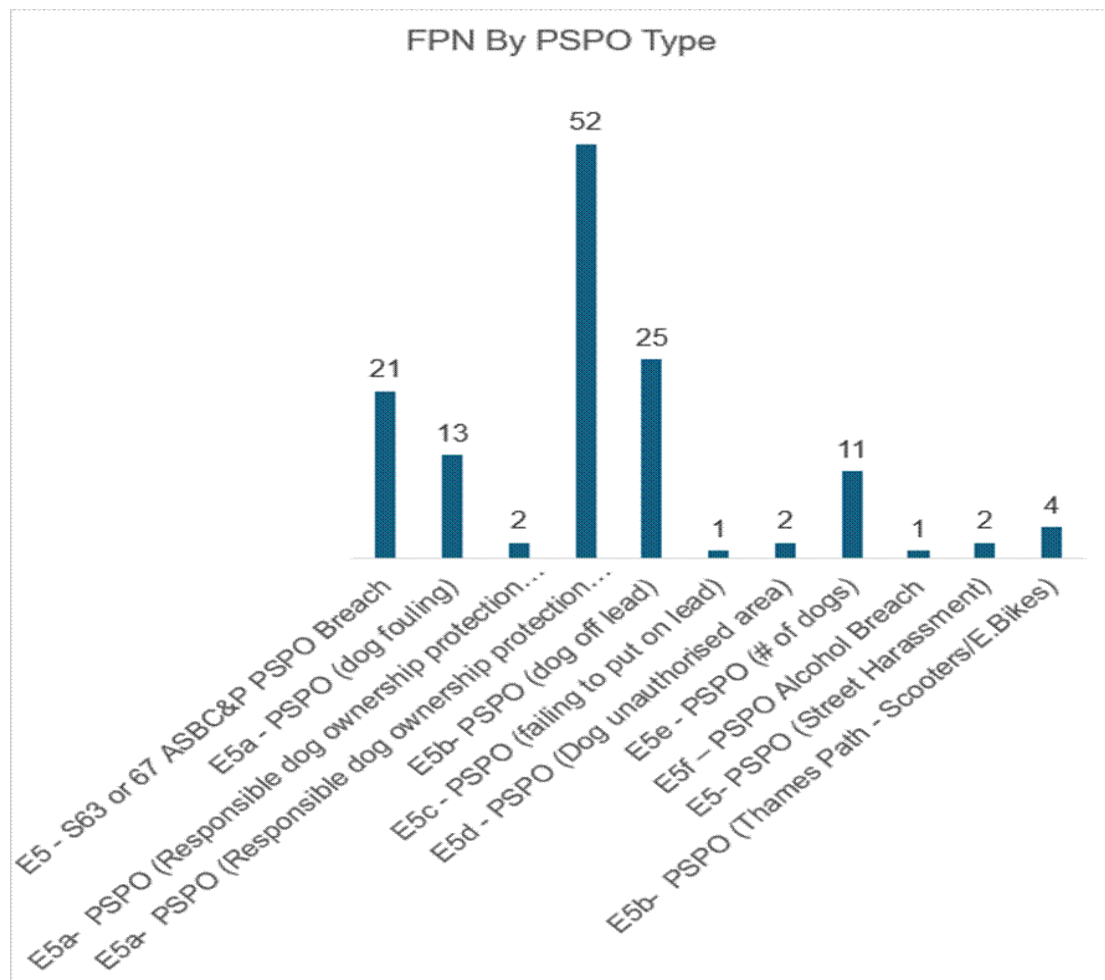
WWS remains one of the most patrolled sites across the borough and staff spend more time here than any other park or open space.

PSPO ENFORCEMENT - 'FIXED PENALTY NOTICES' ACROSS THE BOROUGH

FPN's issued; 2022 - 2025



FPN by PSPO Type



How to contact the LET:

We are aware that residents and resident groups will want to know their ward officers, and we are committed to ensuring that this happens. It is important that our ward officers know as much about their ward as possible and that residents are essential to assisting us with this knowledge.

If you would like to meet with the Seniors or the ward Officers on-site to undertake a site visit around WWS, please email oldoakcollegepark_northwards@lbhf.gov.uk and the team seniors: Claire.Willis@lbhf.gov.uk / Alfie.Kerrigan@lbhf.gov.uk

To contact the LET, via telephone please call **020 8753 1100** (option 3 then option 1) and via LET.HF@lbhf.gov.uk

When you contact us, your enquiry is logged and allocated to a ward officer. The ward officer will contact you with updates and arrange to meet or speak with you etc. Old Oak & College Park ward has now a dedicated email address which is: oldoakcollegepark_northwards@lbhf.gov.uk

The team website be accessed here - <https://www.lbhf.gov.uk/crime/law-enforcementteam>

11. WSCT Q1, Q2 Financial Performance and comparison to year end

The financial forecast for Wormwood Scrubs Charitable Trust (“the Trust”) for 2025/26 is summarised below and is detailed in Annexe 1. Financial transactions for the financial year to date are set out in Annexe 2.

Activity	Outturn 2021/22	Outturn 2022/23	Outturn 2023/24	Outturn 2024/25	Budget 2025/26	Forecast 2025/26 (Q2)	Variance 2025/26 (Q2)	Comparison to 2024/25 Outturn		Comments
				£	£	£	£	Budget	Forecast	
Pay and Display Meters & Cashless Parking	(312,739)	(301,509)	(385,986)	(420,544)	(400,000)	(425,410)	(25,410)	5%	-1%	Pay & Display and cashless parking income budget is set at the conservative rate of £400,000 per annum (£33,333 per month). This is £14,014 more than the 2023/24 outturn and £20,544 less than the 2024/25 outturn. Favourable variance relates to the actual income received from April to July exceeding the monthly budget. This income exceeds the 2024/25 equivalents by £14,208
Hammersmith Hospital Car Park Licence	(362,467)	(391,983)	(438,757)	(462,327)	(469,920)	(477,621)	(7,702)	-2%	-3%	Forecast is £118,516.50 per quarter (Q1-Q3 in line with signed agreements) plus Q4 forecast of £122,072
Other income from activities for generating funds	(394,099)	(389,797)	(464,662)	(517,945)	(471,121)	(351,467)	119,654	9%	32%	Forecast is income from Kensington Aldridge Academy (KAA - (£245,184)); Pony Centre (£13,500); UKPN rental income (£2,983); Filming income (£9,000); investment income (£80,000); and events (£800). Unfavourable forecast is due to loss of KAA income (£122,592) and lost income from vacated park lodge (1,092).
Grant Income	0	(173,572)	(14,255)	0	0	0	0			No approved grants at Q4
Total Income and endowments	(1,069,304)	(1,256,862)	(1,303,659)	(1,400,816)	(1,341,041)	(1,254,499)	86,542	4%	10%	
Grounds Maintenance	739,794	411,757	476,806	482,846	477,494	477,487	(7)	-1%	-1%	Forecasted as budgeted: Planned Grounds Maintenance cost (£369,788), Non Routine maintenance (£100,000), plus share of governance costs (£7,699)
Contribution to Linford Christie Stadium (LCS)	170,210	64,258	65,657	64,774	64,033	64,032	(1)	-1%	-1%	Forecasted as budgeted: Fixed annual contribution of £63,000 plus £1,032 share of governance costs.
Other Expenditure	66,709	310,969	24,388	76,464	1,131,460	1,132,968	1,508	1380%	1382%	Forecasts: LCS Athletics infrastructure improvements (£250,000); Kensington Dragons contribution (£203,000); LCS cafe (£150,000); LCS Dog exercise area (£10,000); Play Area (£150,000); MUGA improvements (£66,000 (£26k increase)); Access and CCTV improvement (£115,000); Scrubs school, nature, art and communication activities (£22,000 (£13k decrease)); Depot contribution and lodge options (£50,000 (£20k decrease)); fencing and licencing (£40,000 (£10k increase)); mapping software (£5,700); plus governance costs (£18,268).
Trust Manager - Strategic Governance Review implementation	0	43,052	61,461	63,132	70,000	70,000	0	100%	100%	Costs associated with Wormwood Trust Charitable Trust Manager
Total Expenditure	976,713	830,036	628,312	687,215	1,742,988	1,744,488	1,500	154%	154%	
Net (income)/expenditure	(92,591)	(426,825)	(675,347)	(713,601)	401,947	489,989	88,042	156%	169%	

Trust Funds

Subject to 2024/25 audit, the 2024/25 outturn is a £713,601 surplus. The budget for 2025/26 was agreed with an anticipated net expenditure outturn of £401,947. The current forecast (at Q2) is a net expenditure outturn of £489,989, an unfavorable movement of net £88,042 (£86,542 income underachievement's plus £1,500 increased costs).

Given this current 2025/26 Q2 forecast general unrestricted income funds at the end of 2024/25 and 2025/26 are now projected at £2,846,742 and £2,356,753, respectively. Total Charity Trust funds are estimated to increase to £7,356,754 by the end of March 2026 (2025/26 year-end), as shown in the table below.

Balance Sheet at End of Year					
	Outturn 2021/22	Outturn 2022/23	Outturn 2023/24	Unaudited Outturn 2024/25	Forecast Outturn 2025/26
Tangible Assets	5,000,001	5,000,001	5,000,001	5,000,001	5,000,001
Cash at bank	929,464	1,219,039	1,898,222	2,660,098	2,356,753
Creditors	(73,531)	(33,353)	(36,059)	(98,053)	
Debtors	175,035	272,108	270,978	284,697	
Net Assets	6,030,969	6,457,795	7,133,142	7,846,743	7,356,754
Fixed Assets funds	5,000,001	5,000,001	5,000,001	5,000,001	5,000,001
Unrestricted Income Funds	1,030,969	1,457,794	2,133,141	2,846,742	2,356,753
Total Charity Funds	6,030,970	6,457,795	7,133,142	7,846,743	7,356,754

Income Forecast 2025/26 (Q2)

The 2025/26 income forecast is £1,254,499. This is £86,542 less than budgeted (1,341,041) mainly due to the loss of rental income from Kensington Aldridge Academy at the end of November 2025. The interest budget was set at £80,000 and this is still the amount forecast. Parking income has moved favourably (£33,112) due to higher receipts in April to July but there is no sign of any filming income as yet although this is still forecast to budget (£9,000)

Forecasted *pay & display and cashless parking income* (P&D) is £425,410. This is higher than the £400,000 2025/26 budget and £4,866 more than the 2024/25 outturn *Hammersmith Hospital Car Park income* is forecasted at £477,621 which is £7,702 more than the budget of £469,920. This is based on 3 quarters at the agreed License rate (118,516.50) and a 3% annual RPI uplift for Quarter 4 (£122,072 - January to March 2026).

Other income is forecasted at £351,467, which includes: £245,184 rental income payable by KAA for the temporary site ending in November 2025; £13,500 Pony Centre income; £9,000 Filming and events income from ad hoc filming assignments and events; £2,983 annual rental income payable by UKPN for occupation of the Scrubs sub-station (the agreement continues until 24th March 2026); and £80,000 estimated investment income from the bank balance. No income is expected from Park Lodge.

Expenditure Forecast 2025/26 (Q2)

The 2025/26 expenditure forecast of £1,744,488 (£1,717,488 direct costs + £27,000 governance costs) is net £1,500 more than budgeted (£1,742,988) caused by a slight variation in project costs.

Grounds Maintenance (GM) forecast: £477,488 – Includes both planned routine maintenance (forecast: £369,788) and non-routine maintenance (forecast: £100,000). 29% of the governance costs (£7,699) are allocated to GM.

Contribution to Linford Christie Stadium forecast: £64,032– Governance costs, totalling £1,032 (4%) have been apportioned to this fixed cost of £63,000. Other expenditure forecast: £1,132,968 (£1,114,700 plus £18,268 (68%) governance costs) – This forecast includes:

- £203,00 agreed funding for Kensington Dragons (£47k spent in 2024/25).
£250,000 contribution to Linford Christie Stadium athletic infrastructure improvements.

- £50,000 contribution to the Wormwood scrubs depot improvements.
- £150,000 contribution to the Linford Christie Cafe.
- £203,000 for play area improvements.
- £10,000 for the dog exercising area at Linford Christie Stadium.
- £5,000 for development of the Wormwood Scrubs strategy.
- £66,000 for Old Oak MUGA
- £155,000 for access road improvements, CCTV and wooden fencing
- £22,700 for nature walks, art programme and community investments

Strategic governance review forecast: £63,000 – this includes the annual costs associated with the Wormwood Scrubs Charitable Trust Manager post.

Governance Cost – These are variable and comprise of Audit, Legal and Finance support to the Trust. The Q2 governance costs forecast is £27,000, as budgeted. Apportioned by value cost category, the governance cost allocations are forecasted as follows:

2025/26 Q2 Forecast (as at September 2025)	Budgeted Direct	Forecasted Direct	Governance costs	Total
	£	£	£	£
Grounds Maintenance (contract)	369,788	369,788	6,060	375,848
Contribution to Linford Chrstie Stadium	63,000	63,000	1,032	64,032
Non Routine Maintenance	100,000	100,000	1,639	101,639
Other exepnditure	1,113,200	1,114,700	18,268	1,132,968
Strategic Governance Review implementation	70,000	70,000	-	70,000
Total	1,715,988	1,717,488	27,000	1,744,488

Committee to note.

Annexe 1: Financial Forecast

WORMWOOD SCRUBS CHARITABLE TRUST					
STATEMENT OF ACCOUNTS 2025/26 - Unaudited					
Wormwood Scrubs Charitable Trust					
Page 24					
Statement of Financial Activities for Year ended 31 March 2026					
Income and Expenditure	WSCT	HS2	2025/26	2024/25	Notes

Annexe 2: Financial Transactions

Wormwood Scrubs Charitable Trust Transactions (1st April to 27th August 2025)

Activity	Comments	Amount
Grounds Maintenance	ACCRUAL 2024/25 WSCT01 ARTILLERY LANE RESURFACING	-53,037.81
Grounds Maintenance	ACCRUAL 2024/25 WSCT03 GM INFLATION APR 24-JAN 25	-16,650.43
Grounds Maintenance	ACCRUAL 2024/25 WSCT03 GM INFLATION FEB-MAR 25 CRE	-4,487.92
Grounds Maintenance	ACCRUAL 2024/25 WSCT03 GM INFLATION TO 31/01/23 CR	-1,665.68
Grounds Maintenance	ACCRUAL 2024/25 WSCT03 GM INFLATION TO 31/03/24 CR	-3,400.94
Other income from activities for generating funds	ACCRUAL-WSCT02- RENTAL INCOME 2025-26 (PONY CENTRE	-3,375.00
Legal, audit and finance support costs	ACCRUAL-WSCT04-AUDIT FEE 2024/2025-CREDITOR	-11,700.00
Grounds Maintenance	TREE ROOT BARRIERS - LCS	2,976.00
Other income from activities for generating funds	RENT: APRIL 2025	-30,648.00
Other income from activities for generating funds	RENT: JUNE 2025	-30,648.00
Other income from activities for generating funds	RENT: MAY 2025	-30,648.00
Grounds Maintenance	Tree planting - Payment of outstanding	-441.00
Hammersmith Hospital Car Park Licence	PERIOD: 25/03/2025 TO 24/09/2025	-118,516.50
Grounds Maintenance	Parks Gully Cleansing - Wormwood Scrubs	1,600.00
Trust Manager - Strategic Governance Review implementation	#	4,642.50
Trust Manager - Strategic Governance Review implementation	#	633.82
Other Expenditure	Artillery Lane Resurfacing on behalf of	53,037.81
Grounds Maintenance	5 tonnes of top soil for Wormwood Scrubs	935.00
Other income from activities for generating funds	WORMWOOD SCRUBS PARKING INC APRIL 2025 VAT	-33,793.17
Grounds Maintenance	Dig out and replace damaged yellow bar	879.00
Grounds Maintenance	GM Inflation - WSCT (Q1 24/25)	2,498.23
Grounds Maintenance	Wormwood Scrubs- Gym bike. Replace speed	310.50
Other Expenditure	2nd grant funding payment relating to	53,000.00
Other Expenditure	3rd grant funding payment relating to	50,000.00
Other Expenditure	Wormwood Scrubs Circulation Routes Plan	4,845.00
Grounds Maintenance	x10 access cards and programming - WWS	649.50
Grounds Maintenance	x10 metal 'No BBQ signs' - Wormwood	736.85
Trust Manager - Strategic Governance Review implementation	#	4,642.50
Trust Manager - Strategic Governance Review implementation	#	633.82
Grounds Maintenance	LOT3 Inflation Feb & Mar'25	4,487.92
Grounds Maintenance	LOT3 Inflation up to 31Jan'25 (21,717.05
Other Expenditure	2nd payment - Braybrook playarea	8,848.32
Other Expenditure	WSCT/SV - BMX COACHING SESSION 24/05/2025	360.00
Grounds Maintenance	IDV01173- Green Flag planting for	723.00
Other Expenditure	Delivery of Stall and Activity for WWS	300.00
Other income from activities for generating funds	OMFIN05858-	-800.00
Other Expenditure	4th grant funding payment relating to	50,000.00
Hammersmith Hospital Car Park Licence	PERIOD: 24/06/2025 TO 28/09/2025	-118,516.50
Trust Manager - Strategic Governance Review implementation	#	4,642.50
Trust Manager - Strategic Governance Review implementation	#	633.82
Grounds Maintenance	GM Contract - WSCT (Q1 24/26)	70,538.83
Grounds Maintenance	GM Contract - WSCT (Q1 24/26)	-0.01
Other income from activities for generating funds	PERIOD: 24/06/2025 TO 28/09/2025	-3,375.00
Other income from activities for generating funds	PERIOD: JULY 2025	-30,648.00
Legal, audit and finance support costs	MARCH PT2 LEGAL TIMECHARGE 148964	194.40
Legal, audit and finance support costs	MARCH PT2 LEGAL TIMECHARGE 2895324	300.00
Legal, audit and finance support costs	P1 LEGAL TIMECHARGE FILE NO. 148964	115.20
Legal, audit and finance support costs	P2 TIMECHARGE FILE NO. 148964	100.80
Grounds Maintenance	RED SQUIRREL PO9004669784 INV 16807	6,660.00
Grounds Maintenance	Supply and install of a new traffic	3,181.40
Pay and Display Meters & Cashless Parking	WORMWOOD SCRUBS PARKING INC MAY 2025 VAT	-37,997.48
Trust Manager - Strategic Governance Review implementation	#	4,642.50
Trust Manager - Strategic Governance Review implementation	#	633.82
Other Expenditure	5th - final grant funding payment	50,000.00
Grounds Maintenance	ACCRUAL 2024/25 WSCT01 ARTILLERY LANE RESURFACING	53,037.81
Other Expenditure	ACCRUAL 2024/25 WSCT01 ARTILLERY LANE RESURFACING	-53,037.81
Grounds Maintenance	P3 FM RECHARGES	1,080.00
Legal, audit and finance support costs	P3 TIMECHARGE FILE NO. 148964	108.00
Legal, audit and finance support costs	P3 TIMECHARGE FILE NO. 4531172	200.00
Other Expenditure	SCRUBS 2 BIRD WATCHING WALKS - 18 MAY & 5TH JUNE	800.00
Pay and Display Meters & Cashless Parking	WORMWOOD SCRUBS PARKING INC JUNE 2025 VAT	-40,634.25
Legal, audit and finance support costs	WSCT Accounts Audit Fee 2024-25	2,000.00
Trust Manager - Strategic Governance Review implementation	#	4,642.50
Trust Manager - Strategic Governance Review implementation	#	633.82
Trust Manager - Strategic Governance Review implementation	#	956.35
Grounds Maintenance	Ord 81202, Drone recovery in tree.	1,560.00
Grounds Maintenance	WORMWOOD SCRUBS CHARITABLE TRUST - LOGO DESIGNS	600.00
Pay and Display Meters & Cashless Parking	WORMWOOD SCRUBS PARKING INC JULY 2025 VAT	-40,418.29
Contribution to Linford Christie Stadium (LCS)	Governance Costs Allocation	-331.98
Grounds Maintenance	Governance Costs Allocation	-526.98
Other Expenditure	Governance Costs Allocation	-5,874.02
Grounds Maintenance	Governance Costs Allocation	-1,948.63
Legal, audit and finance support costs	Governance Costs Allocation	8,661.60