


<p style="text-align: center;"><b>London Borough of Hammersmith &amp; Fulham</b></p> <p style="text-align: center;"><b>WORMWOOD SCRUBS CHARITABLE TRUST COMMITTEE</b></p> <p style="text-align: center;"><b>19 September 2018</b></p>	
<p><b>MANAGERS REPORT</b></p>	
<p><b>Report of the Director for Transport, Highways, Parks and Leisure and the Director for Finance and Resources, Residents' Services</b></p>	
<p><b>Open Report</b></p>	
<p><b>Classification:</b> For review and comment</p>	
<p><b>Key Decision:</b> No</p>	
<p><b>Wards Affected:</b> College Park and Old Oak</p>	
<p><b>Accountable Director:</b> Mahmood Siddiqi, Director for Transport, Highways, Parks and Leisure</p>	
<p><b>Report Author:</b> Mahmood Siddiqi, Director for Transport, Highways, Parks and Leisure</p>	<p><b>Contact Details:</b> E-mail: mahmood.siddiqi@lbhf.gov.uk Telephone: 020 8753 3019</p>

## 1. Executive Summary and Decisions Sought

1.1 The Committee is asked to note all matters in this report.

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

2.1 The Legal Agreement sets out Alternative Ecological Mitigation (AEM) works in an appendix. These were agreed between HS2 and the Council as an alternative to the originally planned Wetland Mitigation.

2.2 This appendix has been developed, with the agreement of HS2, into a Project Initiation Document (PID). The PID sets out a planned direction for the AEM project and is included in Annex 3 for information and comment.

2.3 Further Biodiversity surveys were completed in September to complement those completed in 2016 and 2017 and to gain a fuller understanding of the Scrubs biodiversity. Together with the PID this will help inform the appointed consultants

- 2.4 The Committee agreed in June for the Council to procure a contract on behalf of the Trust for consultants to design the AEM proposals in more detail. This report will go to cabinet in October with the aim of appointing consultants in January 2019. The consultants will produce detailed draft proposals to be approved by HS2 before a specification is developed and agreed. We then aim to procure a works contractor to implement the AEM proposals in late 2019.
- 2.5 The AEM proposals will include both a conservation management plan (CMP), to understand the value and use of the Scrubs and a 10-year management and maintenance plan to maximise habitat improvement for wildlife. The AEM proposals will not be able to tackle all the issues at the scrubs as the HS2 funding is limited to Ecological improvements. Nevertheless, both the CMP and the Management and Maintenance Plan will identify options to address issues with other funding mechanisms.
- 2.6 The proposals for the northern boundary are likely to be the most complex due to the range of habitats and the influence of the Japanese knotweed growing here. Works to control it have already commenced. Paths were cut in the bramble in March to access the knotweed with works to treat the knotweed planned for June. Dry weather delayed this treatment which would have been ineffective in these conditions. Treatment was carried out in early August after heavy rain. A watching brief by an experienced ecologist was undertaken in all stages of the works to ensure that nesting birds were not disturbed.
- 2.7 Once cabinet has approved the procurement report a Communications plan will develop community engagement opportunities to get local groups, residents and schools on board to improve their understanding of the Scrubs.

### **Committee to Note**

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

- 3.1 The planned re-route of the Stamford Brook sewer through the northern section of Wormwood Scrubs will involve digging a trench, disturbing ecology and temporarily cutting off sections of the Scrubs for public use.
- 3.2 HS2 have been exploring alternative options to re-route the sewer but do not yet have a final solution. If an alternative is not found a legal agreement is in place to provide method statements to protect the ecological habitats in the process.
- 3.3 Contractors managed by HS2 were granted access to carry out ground investigation works in June/July. The location of boreholes were agreed well in advance and an ecologist had a watching brief during the works to protect biodiversity. Access was arranged by erecting a new vehicular barrier from Braybrook Street. This will remain in place until the sewer re-route has been completed.

- 3.4 More ground and sewer investigation works are planned. Thames Water, managed by HS2, plan to carry out site investigation works in August. The works for the re-route of the sewer are currently planned for the summer of 2019.

**Committee to Note**

#### **4. OPDC Draft Local Plan: Further Consultation on changes 14 June to 31 July**

##### **4.1 Old Oak and Park Royal Development Corporation (OPDC)**

The OPDC came into existence with full planning powers over the Old Oak and Park Royal regeneration area (including most of Wormwood Scrubs, but excluding the Linford Christie stadium) on 1 April 2015.

##### **4.2 OPDC Draft Local Plan**

The draft Plan contains their land use and spatial strategy over the next 15-20 years and contains policies on housing, community facilities, transport, the environment, and more. These policies will guide future development and proposals for development will be assessed against the policies contained within the OPDC's Local Plan. The Trust will play a full part in responding to any consultations and formulation of the OPDC's Local Plan.

The Draft Local Plan can be viewed here: [www.london.gov.uk/opdclocalplan](http://www.london.gov.uk/opdclocalplan)

##### **4.3 OPDC Draft Local Plan – 2<sup>nd</sup> Round of Reg 19 Consultation, 2018**

The OPDC carried out 2 rounds of Regulation 19 public consultation on their Draft Local Plan. The first round of consultation was carried out in June to September 2017. The WSCT made representations which were considered by the OPDC in reviewing and redrafting their draft Local Plan.

The OPDC then carried out a further 2nd Regulation 19 consultation which ran from 14 June to 30 July. Both WSCT and FOWS have submitted representations and these will be carefully considered by the OPDC in finalising their Local Plan for submission to the Secretary of State for independent Examination in Public (EIP).

##### **4.4 Local Plan Timetable**

The projected stages of the OPDC Local Plan production have been updated in light of the second Regulation 19 consultation:

The projected stages of the OPDC Local Plan production:

- **February 2016 - [First draft Local Plan](#)** published for consultation

- **June 2017** - [Revised draft Local Plan published for consultation](#)
- **June 2018** - [Second revised draft Local Plan](#) published for consultation
- **October 2018** - Submission of the Local Plan to the Secretary of State for the Ministry of Housing, Communities and Local Government for Independent Examination of the Local Plan
- **Winter 2018/2019** - Independent Examination of the Local Plan
- **Spring 2019** - Local Plan adoption

**Committee to Note**

## **5. Kensington Aldridge Academy (KAA)**

- 5.1 The Director of Growth and Place advises that the licence for KAA has been renewed for another year but the school have returned to their main school site in North Kensington in September 2018. They intend to keep the site at Wormwood Scrubs in reserve in case, parents, governors and DFES have concerns with the RBKC site and need to decant at short notice.
- 5.2 The school is once again paying rent for the site and there are clauses in the licence for the school to meet the cost of reinstatements once they vacate the site. The site at Wormwood Scrubs has 24 hour security to ensure it does not get vandalised. Some adhoc classes may continue at this Wormwood Scrubs site.

**Committee to note**

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

- 6.1 From 1st June 2018 Parks Police have carried out 67 Patrols on Wormwood Scrubs and attended 16 Incidents.
- 6.2 Mopeds and Motorcycles using the location for ‘scrambling’ continue to pose a problem. We are not allowed to pursue them but when a uniform vehicle comes into sight, they usually beat a quick retreat. Very few bear number plates so any ongoing enquiries are thwarted.
- 6.3 Two Fixed Penalties have been issued to ‘professional’ dogs walkers for breaches of the PSPO (Dog Control).
- 6.4 An attempted theft from the IDV yard was foiled by staff. A number of events utilising unauthorised bouncy castles have been prevented by patrolling officers and health & safety advice given.
- 6.5 Two crimes were reported to MPS in June – Vehicle Crime near Tent City and ASB near Linford Christie Stadium.
- 6.6 We are able to monitor three CCTV Cameras on Wormwood Scrubs which help to ensure we are always aware of developing incidents across the open space.

**Committee to Note**

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

- 7.1. Operations have proceed in general with no issues; litter continues to be the biggest challenge on the scrubs but some progress is being made.
- 7.2. Idverde have undertaken a number of unannounced checks over ths summer and in doing so have caught a number of teams playing without booking. These are being followed up and addressed.
- 7.3. Officers will be asking Idverde to put in place a system to try and catch those playing games at weekends and leaving large amounts of rubbish. Our investigations into this so far seem to indicate the teams that are doing this are ones that are not booking.
- 7.4. On Tuesday 4<sup>th</sup> September officers and Idverde had a walkabout with Cllr Harcourt to look at a number of points, the major discussion points were:
  - Litter in copses need addressing but this is difficult due to the density of the trees. Thinning the copses using volunteers to be explored
  - Some bins through the course of time are now within copses, these will need to be relocated so they are usable. Similarly with some benches.
  - Issue with crows and squirrels lifting litter out of the bins and scattering it. Quote to be firmed up to retrofit lids to all bins
  - A mown edge to be implemented along the side of all footpaths (whether by meadows or copses) to give a more managed feel and reduce the perception of neglect
  - The bund on Braybrook St. is strimmed annually in some places and not others as residents object at some points on the bund. This is causing a problem as the bramble is now starting to take over. Residents to be consulted and an overall opinion on what management should take place here to be gain.
- 7.5. Officers are working with Hitachi Rail who have been in contact about branches overhanging from the scrubs into their site and getting near the live electric line. There is no obligation on the scrubs to cut the branches back but officers are keen to work with Hitachi Rail to maintain neighbourly relations and to see whether any works to cut back would be beneficial to the scubs.

### **Committee to Note**

## **8. Events**

- 8.1 In the last quarter there has only been one event at Wormwood Scrubs. There were a few concerns over the post-event clear-up but these were fairly minor and dealt with promptly.
- 8.2 There are no events planned for the coming quarter.

- 8.3 The redgra not being able to be used for film units continues to cause some issues in accommodating larger filming opportunities in the borough and this is affecting income.

**Committee to Note**

**9. London Institute of Medical Sciences Building Project**

- 9.1 The London Institute of Medical Sciences and the Medical Research Council propose to construct a major research facility on the Hammersmith Hospital campus in Du Cane Road.
- 9.2 The facility will be located on the former Cyclotron building plot. The Cyclotron building was demolished in 2014 in readiness of the project.
- 9.3 Construction is programmed to commence in April 2019 with completion planned in summer 2021
- 9.4 A number of options are being considered for accessing the site during the construction. The developer has been invited to present the options to the Committee at the meeting

**Committee to Note**

**10. Financial Forecast 2018/19**

- 10.1 The latest financial forecast for Wormwood Scrubs Charitable Trust ("the Trust") for 2018/19 is summarised below and is detailed in Annexe A. Financial transactions for the financial year to date are set out in Annexe B.
- 10.2 The budget for 2018/19 was set with an anticipated surplus of £19,354 to be added to the Trust's reserves. The forecast for 2018/19 is for a surplus of £186,852, which is £167,498 better than budget.
- 10.3 The Trust's opening funds for 2018/19 is £515,243. The latest forecast anticipates this being increased to £5,702,096 and carried forward to 2019/20. This is £182,533 better than last forecasted; a £4,319 drawdown on reserves.

Activity	Outturn 2017/18	Budget 2018/19	Forecast 2018/19	Variance	Previously Reported	Last Reported	Movement
					Comments		
Pay and Display Parking Meters	(259,674)	(281,611)	(306,168)	(24,557)	The budget was based on the average income over the last 3 years. Income is expected to be higher than 2017/18 due to the introduction of cashless parking. Actual costs April to July 2018 are higher than forecaste	(281,611)	(24,557)
Hammersmith Hospital Car Park Licence	(324,619)	(336,109)	(336,109)	0	Current forecast: Quarterly contracted lease payments to increase 1.84% in Q4 (from £83,3642.58 to £85,181.60)	(336,109)	0
Other income from activities for generating funds	(488,002)	(171,958)	(329,456)	(157,498)	Current forecast assumptions: £294k KAA income (£200k increase due to licence extension); £13k 2017/18 KAA portacabin; £9k from UKPN EV charging points; £7k from Filming & Events (reduced to KAA occupation); and £3k investment income.	(164,150)	(165,306)
<b>Total Income and endowments</b>	<b>(1,072,295)</b>	<b>(789,678)</b>	<b>(971,733)</b>	<b>(182,055)</b>		<b>(781,870)</b>	<b>(189,863)</b>
Grounds Maintenance	706,909	712,344	718,157	5,813	Actual 2018/19 inflation is 1.63% (0.11 % less than budgeted inflation). The contract price is budgeted at £699,994; £18,162 forecasted governance costs have been added to this.	719,598	(1,441)
Contribution to Linford Christie Stadium	32,330	32,344	32,316	(28)	Includes £0.83k of governance costs, not credited to Linford Christie Stadium accounts.	32,316	0
Other Expenditure	35,093	25,637	34,409	8,771	Forecast increased due to legal fees associated with UKPN And KAA licence completions. Actual costs will depend on WSCT income and cost of work commissioned by Council officers.	25,637	8,772
<b>Total Expenditure</b>	<b>774,332</b>	<b>770,325</b>	<b>784,881</b>	<b>14,557</b>		<b>777,551</b>	<b>7,330</b>
<b>Net (income)/expenditure</b>	<b>(297,964)</b>	<b>(19,354)</b>	<b>(186,852)</b>	<b>(167,498)</b>		<b>(4,319)</b>	<b>(182,533)</b>

10.4 Income from pay & display and cashless parking was budgeted at 2016/17 levels; which was higher than 2017/18. However, actual year to date income is higher than expected. Income in each month April to July has exceeded the 2017/18 equivalent by at least £8,000; this a 38% increase year-to-date. This improves the forecasted income by £24,557 compared to that reported at Quarter 1.

10.5 Hammersmith Hospital car park income has been estimated at £336,109, the same as Quarter 1.

#### **Other income from activities for generating income:**

10.6 In Quarter 1 a cautious assumption was made about the likely income from filming and events in 2018/19. This was only £55,778 assuming Kensington Aldridge Academy(KAA) occupation for six months only. However, due to the KAA licence renewal this forecast has been reduced to £7,000 only.

10.7 The temporary relocation of the Kensington Aldridge Academy on the Scrubs site has been extended to July 2019. This has increased the income forecast by £201,022 (from £93,333 at Quarter 1 to £294,3552 at Quarter 2). Monthly rental has increased from £23,333 to £25,000. This has a negative effect on the forecasted income that will generated from filming and events. For example, parking of police vehicles during the Notting Hill Carnival is not possible this year, resulting in the loss of approximately £3,100 income.

10.8 As at Quarter 1, annual rental from UKPN for occupation is £3446 and from electrical vehicle charging points is £9,000. Profit sharing, although contractual has not been included due to uncertainty.

#### **Expenditure**

10.9 The cost of the grounds maintenance contract is £699,994; £18,182 of governance costs are forecasted to be added to this, totalling £718,157. 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 1.632% for 2018/19. This has decreased the grounds maintenance forecast by 1,441; £5,813 higher than assumed during budget setting.

- 10.10 Contributions to Linford Christie Stadium have been capped. The small £28 variance is due to apportionment of governance costs.
- 10.11 The £34,409 forecast for other expenditure includes non-routine maintenance, repairs, and legal fees. The £8,772 increase compared to Quarter 1 results from legal fees associated with the licence completions for UKPN and KAA.

**Committee to Note**

**11 Legal Comments**

- 11.2 The purpose of this report is for noting and reviewing all matters referred above and there are no specific decisions required. Therefore no legal implications arise from this report.
- 11.3 Comments provided by Poonam Rajput, Solicitor, Legal Services, [poonam.rajput@lbhf.gov.uk](mailto:poonam.rajput@lbhf.gov.uk)

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

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



## Current (Q2) Financial Forecast

### WORMWOOD SCRUBS CHARITABLE TRUST

#### STATEMENT OF ACCOUNTS 2018/19

#### Wormwood Scrubs Charitable Trust

#### Statement of Financial Activities for Year ended 31 March 2018

Income and Expenditure	2018/19 Forecast	2017/18 Actual	Notes
	£	£	
<b>Income and endowments from:</b>			
Donations and legacies			
Income from Charitable activities:			
Pay and Display Parking Meters	(306,168)	(259,674)	Parking income has growth April to July but the rest of the year is in line with the original 2018/2019 forecast
Hammersmith Hospital Car Park Licence	(336,109)	(324,619)	Contracted lease payments are forecasted to increase by 1.84% in 2018/19
Other trading activities	(325,772)	(485,376)	2017/18 income is higher than 2018/19 as a result of backdated payments from UKPN for rental and electrical vehicle charging points
Income from Investments	(3,684)	(2,626)	Forecasted income on cash balances and investment properties
Other Income		0	
<b>Total Income and endowments</b>	<b>(971,733)</b>	<b>(1,072,295)</b>	
<b>Expenditure on:</b>			
Raising funds	0	0	
Charitable activities:			
Contribution to Linford Christie Stadium	32,316	32,329	Contributions to Linford Christie Stadium plus a proportion of governance costs
Non Routine Maintenance of Wormwood Scrubs	2,583	3,267	Expenditure on non-routine grounds maintenance plus proportion of governance costs c
Routine Grounds Maintenance of Wormwood Scrubs	718,157	706,909	Grounds Maintenance contracted cost plus proportion of governance costs
Other expenditure	31,826	31,826	Legal fees, repairs, non-routine maintenance plus a proportion of governance costs
<b>Total Expenditure</b>	<b>784,881</b>	<b>774,331</b>	
Net gains/(losses) on investments			
<b>Net (income)/expenditure</b>	<b>(186,852)</b>	<b>(297,964)</b>	
<b>Reconciliation of Funds</b>			
Total funds brought forward	(5,515,244)	(5,217,280)	
<b>Total funds carried forward</b>	<b>(5,702,096)</b>	<b>(5,515,244)</b>	

## 2018/2019 Transactions at Quarter 2

		-254,589.21
Activity	Comments	Amount
Governance costs	Accrual - Audit Fees	-9,900.00
Recharge	Transfer to HS2 code	812.50
Governance costs	Legal - Savills UKPN Lease	1,732.50
Governance costs	Legal - Savills UKPN Lease	6.10
Governance costs	Legal advice from LBHF	85.00
Governance costs	Advice from LBHF	42.50
Governance costs	Advice from LBHF	25.50
Governance costs	Advice from LBHF	280.50
Governance costs	Advice from LBHF	85.00
Governance costs	Advice from LBHF	229.50
Pay & Display Parking Meters and pay by phone	April 2018	-14,297.42
Pay & Display Parking Meters and pay by phone	April 2018	14,297.42
Pay & Display Parking Meters and pay by phone	April 2018	-28,550.20
Pay & Display Parking Meters and pay by phone	May 2018	-31,657.13
Pay & Display Parking Meters and pay by phone	June 2018	-30,479.54
Pay & Display Parking Meters and pay by phone	July 2018	-29,329.29
Income from Investments	Park Lodge Rental Income	-273.00
Income from Investments	Park Lodge Rental Income	-273.00
Other trading activities	Accrual KAA income	23,333.34
Other trading activities	Kensington Aldridge Academy - Feb 2018	-23,333.34
Other trading activities	Accrual KAA income	23,333.34
Other trading activities	Kensington Aldridge Academy - March 2018	-23,333.34
Other trading activities	Kensington Aldridge Academy - Apr - Aug 2018	-119,354.82
Other trading activities	Kensington Aldridge Academy - Apr - Aug 2019	119,354.82
Other trading activities	Kensington Aldridge Academy - January 2018	23,333.34
Other trading activities	Kensington Aldridge Academy - Feb 2018	23,333.34
Other trading activities	Kensington Aldridge Academy - March 2018	23,333.34
Other trading activities	Kensington Aldridge Academy - January to August 2018	-189,354.84
Other trading activities	Accrual - UKPN 2 years access	69,420.00
Other trading activities	Accrual - UKPN Lump sum	100,000.00
Other trading activities	Accrual - UKPN rental income May 2017 to March 18	3,158.83
Other trading activities	2018/19 Q1 Hospital Car Park Rental	-83,642.58
Other trading activities	2018/19 Q2 Hospital Car Park Rental	-83,642.58
Other trading activities	Portacabin rental 28/07/2017	-2,625.00
Other trading activities	Portkabin rental 18/08/2017	-9,600.00
Other trading activities	Portacabin rental 28/07/2017	-1,140.00