

MANAGERS REPORT	
Report to Wormwood Scrubs Charitable Trust Committee	
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Executive Summary and Decisions Sought

The Committee is asked to:

1. Note the Trust's financial performance in Quarter 4. Financial Year 2023/24 and approve the 2024/25 budget.
2. Approve the Trust's Financial Reserves policy.
3. Approve a £10,000 budget to develop an outdoor learning pilot programme on the Scrubs.
4. Note utility diversion preparation works within the HS2 (High Speed 2) Ltd. - LLAU (Limit of Land to be Required and Used).
5. Note an update on progress towards ensuring the UTX site is handed back to WSCT/LBHF.
6. Receive an update on the AEM (Alternative Ecological Mitigation) Masterplan programme of work and next steps, post submission of the planning application.
7. Note an update on applications to external funders for additional works to those covered in the AEM agreement. (UCTF, CEF, National Flood Management Fund).
8. Approve a process to procure a coffee van operator at the Linford Christie Car Park.
9. Note an update on track resurfacing work and changing room upgrades at the Linford Christie Stadium.
10. Note an update on the Kensington Dragon's pitch re-surfacing/extension project at the Linford Christie Stadium.
11. Note an update on Grounds Maintenance work to be undertaken between March – June 2024.
12. Note on the next steps towards installing safety improvements around play and exercise equipment near Braybrook Street.
13. Note the completion of the Traffic Management System.
14. Note an update on Community Safety across the estate.

1.Trust Finances Q.4 2023/24 performance and FY 2024/25 Budget

The Q4 financial forecast for Wormwood Scrubs Charitable Trust (“the Trust”) for 2023/24 is summarised in the table below and detailed in Annexe 1. Financial

transactions for the financial year to date (April 2023 to 23rd February 2024) are set out in Annex 2.

Activity	Outturn 2019/20	Outturn 2020/21	Outturn 2021/22	Outturn 2022/23	Budget 2023/24	Forecast 2023/24 (Q4)	Variance 2023/24 (Q4)	Comparison to 2022/23 Outturn		Comments	Last Reported (Q3)	Movement
				£	£	£	£	Budget	Forecast		£	£
Pay and Display Meters & Cashless Parking	(324,945)	(212,757)	(312,739)	(301,609)	(324,945)	(371,560)	(46,615)	-8%	-23%	Pay & Display and cashless parking income budget remains the same as 2022/23 (equal to 2019/20 outturn). This is higher than the 2022/23 outturn (£301,509), but the introduction of weekend parking charges is expected to grow income this year. Actual Income April 2023 to January 2024 is £318,481, which is £71,551 better than the 2022/23 equivalent period. Forecast means highest annual achievement.	(349,538)	(22,021)
Hammersmith Hospital Car Park Licence	(346,995)	(353,547)	(362,467)	(381,983)	(433,285)	(438,757)	(5,472)	-11%	-12%	Actual is £108,051.13 per quarter (Q1-Q3) plus Q4 forecast of £114,603.37 (in line with signed agreements)	(433,285)	(5,472)
Other income from activities for generating funds	(322,073)	(331,286)	(394,099)	(389,797)	(389,968)	(395,028)	(25,062)	5%	-1%	Forecast is income from Kensington Aldridge Academy (£352,481); Pony Centre (£13,500); UKPN rent (£3,446); Filming income (£1,508.98); and investment (bank interest) income (£24,092). Favourable movement is net of reduced filming income (due to strikes) and increased KAA Licence renewal.	(400,319)	5,291
Grant Income	0	0	0	(173,672)	0	(5,601)	(5,601)			Wormwood Scrubs Access improvements grant	0	(5,601)
Total Income and endowments	(994,013)	(897,590)	(1,069,304)	(1,256,862)	(1,128,196)	(1,210,945)	(82,749)	10%	4%		(1,183,142)	(27,803)
Grounds Maintenance	738,368	769,767	739,981	411,757	443,008	467,767	24,759	8%	14%	Forecasted spend is Planned Grounds Maintenance cost (£338,689.23), Non Routine maintenance (£58,500), Depot wall (£29,939), Tree works (£13,976), fencing (£5,045), plus share of governance costs (21,618.03)	456,803	10,964
Contribution to Linford Christie Stadium (LCS)	84,205	63,174	170,253	64,258	66,178	66,053	(126)	3%	3%	Forecast is fixed annual contribution of £63,000 plus £3,052.65 share of governance costs.	65,149	903
Other Expenditure	24,235	15,209	66,679	310,968	219,544	51,375	(168,169)	-29%	-83%	Vehicle access barriers (£18,300.5); UKPN Barrier (£20,000) GPS Mapping Software £5,100; Access Improvements (£5,601) plus governance costs (£2,374.33). Quarterly change: Now not required until 2024/25: Linford Christie match funding (£250,000); Kensington Dragons contribution (£100,000); Emergency vehicle access (50,000); Dog exercise area (£20,000); Bicycle racks (£15,000). Thames Valley Harriers contribution not delivered (£40,000)	538,879	(487,504)
Trust Manager - Strategic Governance Review implementation	0	0	0	43,052	70,000	62,000	(8,000)	100%	100%	Costs associated with Wormwood Trust Charitable Trust Manager	66,000	(4,000)
Total Expenditure	846,808	848,151	976,912	830,036	798,731	647,195	(151,536)	-4%	-22%		1,126,832	(479,636)
Net (income)/expenditure	(147,206)	(49,439)	(92,392)	(426,825)	(329,465)	(563,750)	(234,285)	23%	-32%		(56,311)	(507,439)

The budget for 2023/24 was agreed with an anticipated net income outturn of £329,465. The current forecast at Q4 is a net income outturn of £564,843; a favourable movement from Q3 of net £235,378 compared to budget.

Forecast movement (Q3 comparison: -£507,4392): Income movement (-£27,803) includes: a further increase to parking pay and display and cashless parking income (-£22,021). Higher than expected car park licence income (-£5,472) upon licence renewal and reduced filming income (+£5,291) due to the actors' strike. The balance of the OPDC Access Improvement grant (-£5,601) is expended and is included in other expenditure. The expenditure reduction (-£479,636) is mainly due to delays: Linford Christie Stadium (LCS) investment (-£250,000); Kensington Dragons contribution (-£100,000). Also, the Thames Valley Harriers contribution is not being delivered.

Income Forecast 2023/24 (Q4)

The 2023/24 income forecast is £1,210,945. This is £82,749 more than budgeted (£1,256,862): £46,615 due to better than budgeted car park performance; £5,472 increased hospital car park income: other income is £25,062 favourable (the significant increase in interest on Trust funds (-£21,000) and increased KAA licence income (-£9,353) have been offset by the impact of the actors' strike +£5,291). The balance of OPDC grant (£5,601) is also included.

Forecasted pay & display and cashless parking income (P&D) is £371,560. This is higher than both the £301,509 2022/23 P&D outturn and 2023/24 budget as there will be a full year impact of weekend parking, which was introduced in 2022/2023.

Actual Hammersmith Hospital Car Park income is £438,757, as budgeted. This is £57,344 and £46,774 more than the 2022/23 budget and outturn, respectively due to marked increase in Retail Price Index (RPI). From Q4, following the annual review, the quarterly sum is £114,603.37 (previously £108,051.13).

Other income is forecasted at £395,028, which includes: £352,481 annual rental income payable by KAA for the temporary site; £13,500 Pony Centre income; £1,508.98 from ad hoc filming assignments; £3,446 annual rental income payable by UKPN for occupation of the Scrubs land for the electric vehicle charging points (the agreement continues for the next four years); and £24,092 estimated investment income from the bank balance and lodge.

Expenditure Forecast 2023/2024 (Q4)

The 2023/24 expenditure forecast is £647,195 (£620,150 direct costs + £27,045 governance costs), which is £151,536 (£143,581 direct and £7,955 governance) less than budgeted (£798,731).

Governance Cost – These are variable and comprise of Audit, Legal and Finance support to the Trust. They have been apportioned as follows:

2023/24 Q4 Forecast (at February 2024)	Budgeted Direct	Forecasted Direct	Governance costs	Total
	£	£	£	£
Grounds Maintenance (contract)	337,596	338,689	16,411	355,100
Contribution to Linford Chrstie Stadium	63,000	63,000	3,053	66,053
Non Routine Maintenance	84,135	107,460	5,207	112,667
Other exepnditure	209,000	49,001	2,374	51,375
Strategic Governance Review implementation	70,000	62,000	-	62,000
Total	763,731	620,150	27,045	647,195

Grounds Maintenance (GM) forecast: £467,767 – Includes both planned routine maintenance (forecast: 338,689.23) and non-routine maintenance (forecast: £107,460). 80% of the governance costs (£21,618.03) are allocated to GM.

Non-routine maintenance: (£107,460) – including general minor works (£58,500); depot wall (£29,939); tree works (13,976); and fencing (£5,045).

Contribution to Linford Christie Stadium forecast: £66,053 – Governance costs, totalling £2,374 have been apportioned to this fixed cost of £63,000.

Other expenditure forecast: £51,375 (including £2,374 governance costs) – has been significantly reduced since Q3 as the capital investment has been delayed to 2024/25. Included in 2023/24 are: vehicles access barriers (£18,300.50); UKPN Barriers (£20,000); and grant funded access improvements (£5,601).

Strategic governance review forecast: £62,000 – this includes the annual costs associated with the Wormwood Scrubs Charitable Trust Manager post.

Committee to note.

Financial Year 2024/25 Budget

The proposed budget for Wormwood Scrubs Charitable Trust (“the Trust”) for 2024/25 is summarised below along with details of movements and assumptions.

Activity	Outturn 2019/20	Outturn 2020/21	Outturn 2021/22	Outturn 2022/23	Budget 2023/24	Proposed Budget 2024/25	Forecast 2025/26
Pay and Display Parking Meters	(324,945)	(212,757)	(312,739)	(301,509)	(324,945)	(360,000)	(370,000)
Hammersmith Hospital Car Park Licence	(346,995)	(353,547)	(362,467)	(391,983)	(433,285)	(460,705)	(469,920)
Other income from activities for generating funds	(322,073)	(331,286)	(394,099)	(389,797)	(369,966)	(395,998)	(395,998)
Grant Income				(173,572)			
Total Incoming Resources from Generated Funds	(994,013)	(897,590)	(1,069,304)	(1,256,862)	(1,128,196)	(1,216,703)	(1,235,918)
Grounds Maintenance	738,368	769,767	739,981	411,757	443,008	445,762	474,324
Contribution to Linford Christie Stadium	84,205	63,174	170,253	64,258	66,178	64,867	66,405
Other Expenditure	24,235	15,209	66,679	310,969	219,544	705,302	200,270
Project Manager - Strategic Governance Review implementation			0	43,052	70,000	70,000	71,400
Total Resources Expended	846,809	848,151	976,912	830,036	798,731	1,285,931	812,400
Net Incoming Resources	(147,205)	(49,439)	(92,392)	(426,825)	(329,465)	69,228	(423,518)

The proposal is for a 2024/25 net expenditure budget of £69,228. Although, income is budgeted at £88,507 higher than the current 2023/24 budget, expenditure is significantly higher, by £487,200, mainly due to the proposed investments.

Proposed Income Budget 2023/24

The proposed 2024/25 income budget is £1,216,703. This is £5,758 more than the current 2023/24 forecast (£1,210,945).

The Pay and Display and Parking Meters budget is increased by £35,055, to £360,000 as income has improved since the introduction of weekend parking. The Hammersmith Car Park Licence budget (£460,705) is set based on the current agreed quarterly rate plus a 1% uplift is forecasted for Quarter 4 (January to March 2024).

The budget for other income (£395,998) includes £356,160 annual rental income payable by KAA for the temporary site and £13,500 Pony Centre income. Also included is: £6,800 income from ad hoc filming assignments and events; £3446 annual rental income payable by UKPN for occupation of the Scrubs land for the electric vehicle charging points (the agreement continues for the next four years); and £16,092 estimated investment income from the bank balance and lodge.

Proposed Expenditure Budget 2023/2024

The proposed 2023/24 expenditure budget is £1,285,931. This includes previously approved major capital improvement works so exceed the income budget by £69,228. Expenditure is planned as far as possible, with priority being given to essential works. Excluding the fixed Grounds Maintenance contract sum (£284,730.96), the annual Linford Christie Contribution (£63,000) all costs are estimated. The 2024/25 expenditure budget is £398,693 more than the 2023/24 expenditure budget. It includes Grounds maintenance client charges; project Manager costs; non-routine maintenance; and items agreed but not implemented in 2023/24.

The budget for governance costs, apportioned to expenditure budgets based on value, is £35,000. This estimate includes audit, legal fees and finance support.

Trust Funds

Subject to 2023/24 outturn and audit, general unrestricted income funds at the end of 2023/24 are now projected at £2,021,544. Assuming KAA remain on site and the proposed budget is approved these funds will decrease 2,090,772 then increase to £2,514,290 at the end of 2024/25 and 2025/26, respectively. Given the current 2023/24 forecast and proposed 2024/25 budget, total Charity Trust funds are estimated to change as shown below.

Balance Sheet at end of Year							
	Outturn 2019/20	Outturn 2020/21	Outturn 2021/22	Outturn 2022/23	Forecasted Outturn 2023/24	Proposed Budget 2024/25	Forecast 2025/26
Tangible Assets	5,000,001	5,000,001	5,000,001	5,000,001	5,000,001	5,000,001	5,000,001
Cash at bank	630,800	684,358	929,464	1,219,039	2,021,544	2,090,772	2,514,290
Creditors	(52,131)	(46,258)	(73,531)	(33,353)		0	
Debtors	310,723	300,277	175,035	272,108		0	
Net Assets	5,889,393	5,938,378	6,030,970	6,457,795	7,021,545	7,090,773	7,514,291
Fixed Assets funds	5,000,001	5,000,001	5,000,001	5,000,001	5,000,001	5,000,001	5,000,001
Unrestricted Income Funds	889,392	938,377	1,030,969	1,457,794	2,021,544	2,090,772	2,514,290
Total Charity Funds	5,889,393	5,938,378	6,030,970	6,457,795	7,021,545	7,090,773	7,514,291

Forecast Changes									
Activity	Adjustments	Budget 2019/20	Budget 2020/21	Revised Budget 2021/22	Budget 2022/23	Budget 2023/24	Proposed Budget 2024/25	Forecast 2025/26	Notes
Pay and Display & Cashless Parking	Brought forward	(281,611)	(345,428)	(345,428)	(300,000)	(324,945)	(324,945)	(360,000)	1
	Adjustment	(63,817)	45,428	45,428	(24,945)	0	(35,055)	(10,000)	
	Carried forward	(345,428)	(300,000)	(300,000)	(324,945)	(324,945)	(360,000)	(370,000)	
Hammersmith Hospital Car Park Licence	Brought forward	(336,109)	(348,178)	(353,547)	(360,619)	(381,413)	(433,285)	(460,705)	2
	RPI increase	(11,686)	(5,947)	(7,072)	(20,794)	(51,872)	(27,420)	(9,215)	
	Carried forward	(347,795)	(354,126)	(360,619)	(381,413)	(433,285)	(460,705)	(469,920)	
Other income from activities for generating funds	Brought forward	(138,341)	(147,341)	(321,038)	(330,814)	(346,668)	(369,966)	(395,998)	3
	Additional income	(9,000)	(173,697)	(9,776)	(15,854)	(23,298)	(26,032)		
	Carried forward	(147,341)	(321,038)	(330,814)	(346,668)	(369,966)	(395,998)	(395,998)	
Grounds Maintenance	Brought forward	699,994	723,535	749,365	315,731	315,731	332,931	345,000	4
	Inflation / non-routine	40,180	26,264	974	100,000	106,000	100,000	105,000	
	Carried forward	740,174	749,799	750,339	415,731	421,731	432,931	450,000	
	Governance cost apportioned	22,187	22,149	20,965	15,033	21,277	12,831	24,324	
Budget	762,360	771,949	771,304	430,764	443,008	445,762	474,324		
Contribution to Linford Christie Stadium	Brought forward	31,500	61,500	61,500	61,500	63,000	63,000	63,000	5
	Carried forward	31,500	61,500	61,500	63,000	63,000	63,000	63,000	
	Governance cost apportioned	944	1,817	1,718	2,278	3,178	1,867	3,405	
	Budget	32,444	63,317	63,218	65,278	66,178	64,867	66,405	
Other Expenditure	Brought forward	29,000	35,000	35,000	190,270	220,598	209,000	685,000	6
	Carried forward	29,000	35,000	190,270	220,598	209,000	685,000	190,000	
	Governance cost apportioned	869	1,034	5,316	7,977	10,544	20,302	10,270	
	Budget	29,869	36,034	195,586	228,575	219,544	705,302	200,270	
Trust Manager - Strategic Governance Review implementation	Brought forward				75,000	70,000	70,000	70,000	7
	Carried forward				2,712	70,000	70,000	71,400	
	Budget			75,000	77,712	70,000	70,000	71,400	
Governance costs (Audit & Legal & Finance)	Estimated	24,000	25,000	28,000	28,000	35,000	35,000	38,000	8
	Governance cost apportioned	(24,000)	(25,000)	(28,000)	(28,000)	(35,000)	(35,000)	(38,000)	
	Budget	-	-	-	-	-	-	-	

Notes

1. Pay & Display and cashless parking income budget is proposed at £360,000 (based on the average of the previously highest level (2018/19- £351,834) and the current 2023/24 forecast (£371,560).
2. Agreed inflationary increase from Q4 2023/24 to be carried forward for Q1-Q3 2024/25 (@ £458,413.48 annually). Contracted increase for Q4 2024/25 based on contractual indices is estimated at 2%.
3. The budget for KAA income is set at £356,160 (12 months @ £29,680). Filming/Events income is set at £6,800 as it is assumed to be earned after the KAA occupation (2025/26 onwards). Other income also includes Pony Centre (£13,500); UKPN (£3,446); and Investment income (£16,092)
4. Grounds Maintenance contract w.e.f. 1st February 2022 @ £284,730.96 (fixed) annually plus £46,200 (variable) client fee (11% of estimated cost of Parks team). Plus non-routine maintenance (£100,000), including trees, fencing and other ad hoc health and safety works. Every effort is being made to plan ad hoc works and to keep expenditure at a minimum.
5. Currently a fixed contribution (£63,000) to Linford Christie Stadium towards pressures on maintenance (including minimising legionella risks and providing fully operational changing rooms, lighting equipment, etc.).
6. This 2024/25 budget anticipates non-maintenance related costs and investments:
 - A) Linford Christie Stadium Projects:
 - Kensington Dragons Pitch re-surfacing project (£250,000) - Includes £100,000 rolled over from 2023/24 plus £150,000 to bring the 2024/25 contribution to the previously agreed £250,000;
 - Athletics Infrastructure improvements (£250,000), which brought forward from 2023/24 to match funding provided by the Council; and
 - Dog exercise area (£10,000) - this item requires consultation before it can be formally recommended to the committee.
 - B) Other Projects and investments:
 - Depot and Grounds Maintenance improvements (£50,000) - This is contribution to the costs overall costs that will be incurred by the Council;
 - Grounds resurfacing project (50,000) - Repairing the tarmacadam, covering the areas from the edge of KAA to the depot and around the corner of the Pony Centre;
 - Play Area Improvements (£50,000) - equipment, orientation and fencing - initial consultation completed. Next steps and further features requires further consultation;
 - Hammersmith Car Park Improvements (£10,000) - Approximately 15-2- parking spaces could be added. Vegetation would need to be cleared and consultation with hospital and users required;
 - Scrubs School - Educational initiative (£11,000) - Ecology artist budget brought forward from 2023/24;
 - Cycle storage unit (£2,000) and Strategy Development (£2,000) - Communication and co-design workshops.
7. Wormwood Scrubs Charitable Trust Manager £70,000
8. Legal, audit and finance support costs are apportioned to the expenditure budgets as shown.

Committee to approve.

3. Trust's Reserve Policy and Objective FY 2023/24

As recommended by the Trust's auditors (MHA) during the 2022-23 audit of the financial statements, the Trust Manager is now proposing a new reserves policy for the Trust (see Appendix 1) which includes a target range for the level of 'free' reserves. 'Free' reserves (or "rainy day" funds) are held to support the Trust if one or more of its income sources was significantly reduced or even lost. These reserves would help the charity in covering 6-12 months of core operating expenditure while it restructures its operations and seeks to reduce costs and / or increase income. The current balance of 'free reserves' is within the Trust's target range as shown in

Annex 3 of the policy. A separate designated (but unrestricted) fund has also been set up for future capital maintenance works including the long-term maintenance of the AEM Masterplan and the contribution towards the refurbishment of the Linford Christie stadium. The policy will be reviewed annually as part of the Trustee's annual report. This committee is asked to approve this reserve's policy.

Committee to approve.

4. Outdoor Learning Initiative – Wormwood Scrubs

The Trust Manager is working with local parents to develop an outdoor learning offer on the Scrubs. In the past, ad hoc sessions have been delivered via the floating classroom. This provider had difficulty maintaining those sessions, due to a lack of comfort facilities, indoor reflection space and prevalence of detritus around the central copse.

The committee is asked to approve a £10,000 budget to run a pilot outdoor learning programme in summer/autumn 2024. A 6–8-week programme delivered via local providers in collaboration with local primary schools will aim to see how this programme can be incorporated into the learning objectives of existing educational frameworks. In-line with the responsible dog walking PSPO, sessions will take place in dog-free areas. The grounds maintenance team will be instructed to undertake minor work to the selected locations, with a combination of rope and post fencing and signage erected while sessions are on-going. These sessions will also benefit from use of the Old Oak Community Centre facilities, which will enable participants to engage with other family hub activities on offer.

Once the pilot is complete, evaluation data will be gathered and used to inform a procurement process to license this activity to a community partner.

Committee to approve.

5. HS2/BBVS – Works within the LLAU (Limit of Land to be Required and Used)

On 26th February 2024, BBVS (HS2 Ltd. Contractor) carried out vegetation clearance works within land vested by HS2 under notice – N086015, for the purpose preparing the land for future utility diversions. Prior to completion, Trust officers met with BBVS to discuss the boundaries of vegetation clearance to be completed before UK Power Networks (UKPN) can begin to re-route their utilities from Old Oak Common Lane into the UTX (Under Track Crossing) site. Please refer to figure 1. below for an indication

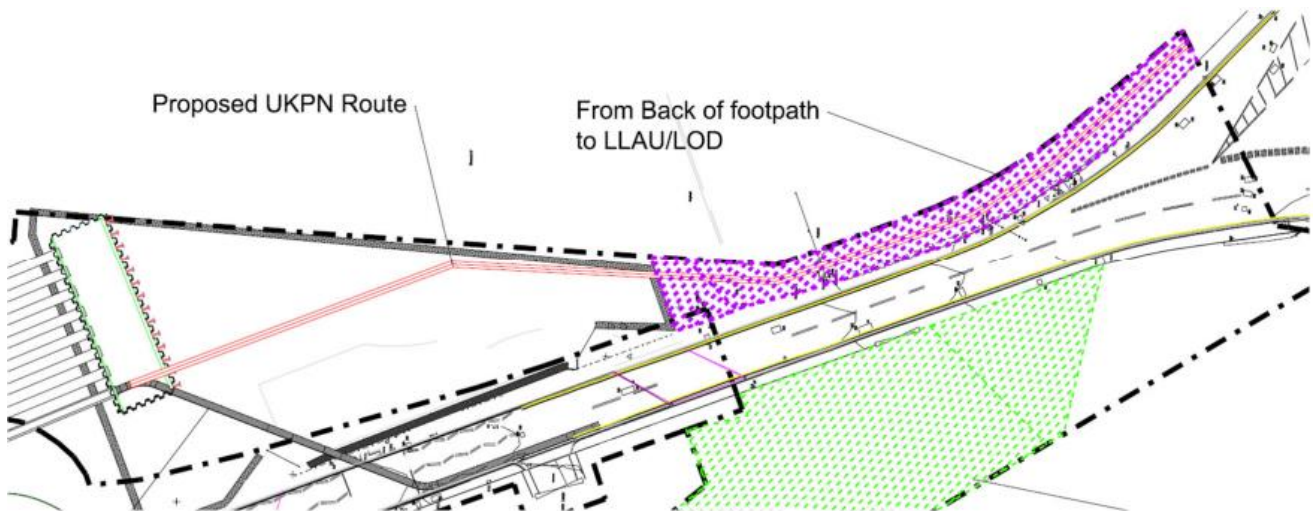


Fig.1

of land cleared. The area shown in purple covers approx. 120 sqm. Prior to works taking place, officers received results of an ecological survey. The site consists of vegetation, a hard standing path with a wooden post and metal bar fence, blackthorn scrub, modified grassland, and a single lime tree. No evidence of bat roosts or reptiles are recorded in this location. CLD (green mesh) fencing has been constructed along this route and is expected to remain in situ until UKPN have completed their work in April 2024.

Committee to note.

6. HS2 – Future of the UTX Site

In December 2023, this committee approved a motion to write a joint letter with the; executive and cabinet leaders of the Council to HS2 for their agreement on the future freehold interest of the UTX site. This letter has been received by HS2. Officers await a response to this letter before reporting back to this committee. The Trust and Council maintain their desire to see the land handed back nil premium, in lieu of a compensation claim once the area is deemed surplus to HS2 requirements.

Committee to note.

7. Alternative Ecological Mitigation (AEM) Masterplan Programme Update

The supporting documents for the masterplan planning application have been reviewed and LUC are currently amending them ahead of submitting it to OPDC in the w/c 26 February. These documents include a Planning Statement, Design and Access Statement, Flood Risk Assessment, and several Ecological and Biodiversity Net Gain documents.

The planning application and the supporting documents will be available for the public to view as part of the public consultation element of the planning process which is likely to commence 3-4 weeks after the planning application is submitted however the

exact dates are to be confirmed by OPDC and will be shared with the committee once ready.

At the time of the public consultation OPDC will display written notices on site and we will also put A3 posters around the site and on the notice boards to inform people how they can view the documents and make comments, which will be through the planning portal on the OPDC website. We will inform the Friends as soon as we know the dates for public consultation and ask HS2 to publicise through their community engagement channels. OPDC will contact several statutory consultees as part of the process including Natural England, Sport England, LBHF Planning and Highways etc.

The next steps will depend on the outcome of the planning process. A decision on the planning application is due 13 weeks after submission, so hopefully we should have a decision by the end of May/early June.

The capital works will be tendered following the planning process. Contractor appointment will take approximately four months from the start of the process. If the tender process is successful work could start on site in October 2024.

Committee to note.

8. AEM Masterplan – Funding applications submitted: pathways, signage and SUD's

The AEM agreement between HS2 and LBHF/WSCT sets the conditions upon which the Masterplan programme and associated project elements are to be funded. Throughout the consultation process, consultees have recommended several inclusions that are not covered by the AEM agreement. These include the network of footpaths and sustainable urban drainage features, along with accessible signage. HS2 have agreed to consider the costs of these additional features once tender submission have been received. To ensure that these crucial projects elements are covered, officers have sought additional funding. Below is a summary of submissions to date, with more prospect research and applications to follow.

HS2 Community and Environment Fund - An application to the HS2 Community and Environment Fund (CEF) for £244K towards the cost of implementing the footpaths and signage on the Scrubs that are included in the masterplan but not funded by the current Alternative Ecological Mitigation (AEM) budget has been rejected by HS2 and will not be considered until the AEM work has been tendered. We need a budget of around £350,000 to construct the footpaths and install signage, benches and improve entrance areas. Officers are investigating other sources of funding and welcome suggestions from committee members.

Urban Tree Challenge Fund – An application to the Urban Tree Challenge Fund (UTCFF) was successful in securing £26,798.40 which resulted in 40 trees being planted on the Scrubs including 17 fruiting trees. These were planted in early February. Unfortunately, some were planted in the wrong location, however Red Squirrel have agreed to transplant them in the correct locations which we will be marked out on site prior to transplanting.

Nation Flood Management Fund – An application has been made to the NFMF for approx. £125k towards the cost of the proposed pond and Sustainable Urban Drainage Scheme (SUDs). Successful bids will be notified in early 2024, officers are still awaiting a response.

Committee to note.

9. Procuring a coffee van operator at Linford Christie Stadium car park

In 2021, this committee sought to engage a coffee van operator at Linford Christie car park as an interim measure to the further development of a permanent café space on the estate. Due to COVID restrictions within the borough, events and concessions were limited, thus stalling the process of recruiting an operator.

A consultation exercise undertaken in 2022 saw the establishment of a café space as a key service improvement for the Trust. Considering the facility maintenance issues at the Linford Christie Stadium and subsequent capital programme underway, the option to develop a café space at that location is currently limited. As a commitment of this committee's intention to honour the insights generated from that consultation process, this committee is asked to approve a competitive tender process to establish a coffee van operator for a 6-month trial period on the estate.

This process would involve: 1. Developing a tender specification/brief. 2. Engaging local businesses who may be interested in applying. 3. Inviting tender submissions. 4. Reviewing those submissions. 5. Selecting an operator. 6. Awarding a license to operate. 7. Monitoring the performance of the chosen company. After 3 months of activity, a mid-point evaluation of performance, measuring – customer engagement, facility management, financial return and operator outlook will form the basis of a report back to committee.

Committee to approve.

10. Linford Christie Capital Programme – changing room replacement and running track re-surfacing project

Changing Rooms Demolition – The project is being led by the Council's corporate property team. The colleague who was responsible for this work stream has unfortunately left the Council. The Service is working to deploy temporary resource to begin the contract tendering process. A further update will be reported to committee in June.

Track re-surfacing – A purchase order has been raised for the first phase of this project. This involves developing the feasibility study, conducting site surveys, structural engineering calculations and developing an LED lighting design. Once this phase is complete, officers will have cost confidence leading into the tender submission phase. In consultation with the Thames Valley Harriers, construction work will commence after their final athletics fixture on 14 July. Construction is expected to take 4-6 weeks.

Committee to note.

11. Linford Christie Capital Improvements - Kensington Dragon's FC Pitch re-surfacing project

In 2020, an initial cost assessment for this project estimated the cost of these works at £1M. In February 2024, officers met with KDFC (Kensington Dragons FC) to discuss cost proposals received by four contractors for this project. Two out of the four bidding contractors are on the UK Leisure Framework as approved suppliers. All four bids came in the range of Total cost of between £1.8M - £2.5M. This increase is due to an approx. 25% inflationary increase to the price of building construction since 2020.

WSCT has a funding agreement in place with KDFC to cover £250K of the total costs based on the original cost assessment for the development scheme. KDFC have requested an additional £250K from LBHF/WSCT towards a revised scheme costing a total of £1.5M, effectively splitting the additional capital cost 50/50 between the Football Club and the Council and Trust. Upon consulting with the Chair, officers will work with KDFC to review the potential effects of value engineering the development scheme, with the aim of reducing overall costs and maintaining the terms of our agreement with KDFC. Cost reduction will involve scoping which elements are to be excluded from the specification and re-configuring the layout of pitches to see if it provides a viable scheme for both the Football Club and the Council and the Trust. A further update will be provided to this committee in June.

Committee to note.

12. Priority Grounds Maintenance tasks to be completed: March – June 2024

In response to resident feedback regarding the contracted schedule of vegetation clearance works undertaken prior to ground nesting season, the list below gives details of grounds maintenance activities users can expect to see on-site until June 2024:

Main Site: March - June	
Sports Fields	1. Pitches marked once a month; holes filled daily. 2. Defects reported daily. 3. Litter picked daily. 4. Grass cut fortnightly or to performance specification as required.
Amenity Grass	Grass cut twice per month or to performance specification as required.
Hard Surfaces	Daily sweeping.
Whole Site	1. Daily litter picking. 2. Weekly bin collection. 3. Broken glass collected, daily. 4. Defects reported daily.
Play Area's	1. Daily site inspections 2. Defects reported daily. 3. Litter picked daily.

Bins	1. Collected daily, with any damages/defects reported.
Shrub Beds	1. Fortnightly nesting bird checks. 2. Shrub beds weeded fortnightly. 3. Fortnightly litter removal. 3. Beds edged and pruned fortnightly. 4. Report all defects and isolate dangerous materials.
Linford Christie Stadium: March – June	
Sports Field	1. Daily goal inspections. Grass cut fortnightly. 2. Litter picked once per week.
Amenity Grass	1. Grass cut fortnightly. 2. Litter picked once per week. 3. Isolate any dangerous defects.
Hard Surfaces	1. Signs and benches pressure washed fortnightly. 2. Graffiti removed daily. 3. Daily sweeping of hard surfaces. 4. Defects isolated and reported. 5. Weeds removed weekly.
Synthetic Pitches	1. Surfaces brushed, remove all debris. 2. Isolated and reported any dangerous defects. (Monday - Friday).
Whole Site - Performance Rectification	
X2 Green Flag Poles – Installed. 1 by the central copse and 1 by Braybrook Street.	
Remove all graffiti on the noticeboards.	
Re-paint all the benches.	
Cleanse all the gullies	
Treat all the play surfaces as per ROSPA report.	
Treat all the onion on North Pole Open Space and by Scrubs Lane car park.	
Treat the weeds in the wet pour cycle path from Scrubs Lane – Pony Centre.	
Remove all vegetation growing in the gulley by TVH building	
Arrange annual slip testing in accordance with BS EN:13036 Part 4 CEN (soft) rubber foot test. For ball courts.	
Re-marking the lines on the Synthetic football pitches @ LCS.	

Officers are working to ensure a forward work programme is established with Idverde to schedule the above rectification items. This committee can expect a proportion of those items to be completed by June. Levels of service delivery have maintained since the previous committee with the contractor demonstrating a commitment to ensuring that standards are improved for the remaining 3-year contract term.

Committee to note.

13. Safety improvements – Braybrook Street play area, low-level fencing

A consultation to install low-level fencing around the new play equipment concluded on 7 February. 56 people engaged in this process. 68% would like to see fencing installed around both play areas, with the same number preferring more play equipment be installed. 66% of respondents also supported fencing the outdoor gym area. In line with that feedback, officers will engage with the children of Old Oak Primary School and the Old Oak Community Centre (soon to become a family hub) to discuss potential new playground equipment to be installed in the playground to increase play value. Officers will also engage a consultant in drawing up wider plans for the whole area, including a comprehensive re-configuration of both play areas and fencing. As a more detailed design of the space is worked up, this will be shared with committee for feedback and cost approval.

Committee to note.

14. Traffic Management System – Project completion

Officers are pleased to confirm that the traffic management system on the Woodman's Mews access road is now operational. The total cost of this project is £85,482.53. The Trust Manager is working with stakeholders to distribute access key fobs and maintain a log of key access requests.

Committee to note.

15. Community Safety Report – Law Enforcement Team (LET)

WORMWOOD SCRUBS UPDATE

Date	21 February 2024
Classification	Information
Report of	Law Enforcement Team
Decision /Decision maker	No
Report author(s)	Alfie Kerrigan/ Ahmad Rafique

Law Enforcement Team Officers for your area –

Ahmad Rafique, Senior Law Enforcement Officer

Alfie Kerrigan, Senior Law Enforcement Officer
 Magdalena Niedzwiedz, Law Enforcement Officer, College Park & Old Oak ward
 Raul Islas, 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.

Details of our work in and around WWS: 28 November 2023 – 21 February 2024

Issue	No	Comments
Weapon sweeps conducted	5	No weapons found
ASB (Anti-Social Behaviour) patrols	20	General ASB patrols
Dog Issue/ PSPO awareness	32	Ongoing PSPO education, feedback from walkers regards provisions for dog walkers if now being asked to hold a licence via sportsbooking@lbhf.gov.uk
Engagements	39	With joggers, users, Hospital workers, drivers, gym users, users of Linford Christie Stadium.
Dogs PSPO Enforcement	02	FPNs issued for breach of Dogs PSPO
Fly tip/ waste	00	No reports of waste/ fly-tipping.
High Visibility Patrols	124	Across WWS, LCS gym, All cops, Nature area.
Illegal encampment	00	There have been no illegal encampments.

Abandoned Vehicle	01	A moped was reported and removed.
locking duties	59	Yellow gate off Scrubs Lane and checking height barrier Artillery Lane.
TOTAL	282	

Hi-Visibility patrols:

From 28 November 2023 to 21 February 2024, Officers have reported 282 various interactions over this period.

LET Officers have engaged with residents, visitors, dog walkers, hospital workers, event organisers, public gym users, stakeholders, and facility users.

Public reassurance and safeguarding work:

- Undertaking regular patrols to deter crime and fear of crime.
- Inspect the litter bins, conduct knife sweeps, report waste for clearance and report damage to litter bins and other park furniture.
- Ongoing engagements with dog owners and professional walkers

WWS is patrolled both by the North officers and the Night Teams – these taskings we will continue for the foreseeable future.

Professional Dog Walkers

- Continued patrols and engagements with all dog users on WWS
- Educating and engaging with the Professional Dog Walkers on the Dogs Public Space Protection Order (PSPO)
- Enforcing the Public Spaces Protection Order - Responsible Dog Ownership.

Illegal Encampment

- There have been zero encampments on the WWS over the specified period.

Dogs in Children's play area:

- Any Dogs found in the children's play area are now enforceable by means of a Fixed Penalty Notice to the owner/ dog walker as this is a no dogs' zone.

Poisoned Meat:

- Reports of poisoned meat being left leading up to the previous WWS Committee Meeting, but zero were specified in this period.

Engagement with Residents/ WWS users:

- Many engagements with dog walkers using the scrubs safely and securely, feedback still on walkers with excess of 4 and not properly watching the animals in their care.
- Feedback on professional licence managed by Sports Bookings is that what provisions are being put in place in exchange for licence funds e.g., water tap.
- Location mentioned for use concerns of damage to ground, only shaded area in summer for dog walkers and users, additional crime and ASB to the area, disruption to the eco system.

Safeguarding the Council Assets:

- Vehicles being parked on the grass.

- Reporting of any damage to the infrastructure at WWS
- Checking on any unauthorised usage of WWS (sports events, personal training, unauthorised campers/ gazebos, illegal street trading (ice cream vendors, hot dog sellers, etc.).
- Regular patrols are being undertaken, ensuring no unauthorised campers are sighted at WWS.

Park Locking:

- LET officers lock the WWS main gates daily.
- Reporting on any defects to gates, metal bollards, fences, trees, grass, path, car parking areas, etc
- Additional patrols while works are undertaken with the access changes off Scrubs Lane

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 or the team seniors at Ahmad.Rafique@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. 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-enforcement-team>

Annexe 1: Wormwood Scrubs Charitable Trust – Unaudited Accounts

Statement of Financial Activities for Year ended 31 March 2024			
Income and Expenditure	2023/24 Forecast	2022/23	Notes
	£	£	
Income and endowments from:			
Donations and legacies			
Income from Charitable activities:			
Pay and Display Parking Meters	(371,560)	(301,509)	Parking income is recovering and is at its highest level
Hammersmith Hospital Car Park Licence	(438,757)	(391,983)	Contracted lease payments are expected to increase by inflation
Other trading activities	(372,028)	(368,945)	Includes income from the KAA, UKPN charging points, Pony Centre and filming income.
Income from Investments	(23,000)	(22,253)	Interest on cash balances and rental income from the park lodge.
Income from donations and grants	(5,601)	(246,401)	HS2 Ltd and GLA grant funding
Total Income and endowments	(1,210,945)	(1,331,091)	
Expenditure on:			
Raising funds	0	0	
Charitable activities:			
Contribution to Linford Christie Stadium	66,053	64,775	Contribution to Linford Christie Stadium, asbestos removal plus proportion of governance costs.
Non Routine Maintenance of Wormwood Scrubs	112,667	52,278	Expenditure on non-routine grounds maintenance plus proportion of governance costs.
Routine Grounds Maintenance of Wormwood Scrubs	355,100	362,371	Grounds Maintenance contracted spend plus proportion of governance costs.
Other expenditure	51,375	292,926	Projects and major works
Direct Staff	62,000	37,794	Strategic governance review implementation
Surveys and Studies	0	21,293	
Charitable expenditure	0	72,829	HS2 Ltd
Total Expenditure	647,195	904,265	
Net gains/(losses) on investments			
Net (income)/expenditure	(563,750)	(426,826)	
Reconciliation of Funds			
Total funds brought forward	(6,457,795)	(6,030,969)	
Total funds carried forward	(7,021,546)	(6,457,795)	
All income is unrestricted.			

Annexe 2: WSCT Financial Transactions 2023/24 – (April 2023 to February 2024)

Activity	Comments	Amount £
Direct Costs staff related	Wormwwod Scrubs Manager Direct Costs	4,315.25
Direct Costs staff related	Wormwwod Scrubs Manager Direct Costs	4,315.25
Direct Costs staff related	Wormwwod Scrubs Manager Direct Costs	4,315.25
Direct Costs staff related	Wormwwod Scrubs Manager Direct Costs	4,315.25
Direct Costs staff related	Wormwwod Scrubs Manager Direct Costs	4,315.25
Direct Costs staff related	Wormwwod Scrubs Manager Direct Costs	4,315.25
Direct Costs staff related	Wormwwod Scrubs Manager Direct Costs	4,315.25
Direct Costs staff related	Wormwwod Scrubs Manager Direct Costs	4,315.25
Direct Costs staff related	Wormwwod Scrubs Manager Direct Costs	4,315.25
Direct Costs staff related	Wormwwod Scrubs Manager Direct Costs	6,079.25
Direct Costs staff related	Wormwwod Scrubs Manager Direct Costs	4,511.25
Direct Costs staff related	Wormwwod Scrubs Manager Direct Costs	4,511.25
Direct Costs staff related	Wormwwod Scrubs Manager Direct Costs	490.90
Direct Costs staff related	Wormwwod Scrubs Manager Direct Costs	490.90
Direct Costs staff related	Wormwwod Scrubs Manager Direct Costs	490.90
Direct Costs staff related	Wormwwod Scrubs Manager Direct Costs	490.90
Direct Costs staff related	Wormwwod Scrubs Manager Direct Costs	490.90
Direct Costs staff related	Wormwwod Scrubs Manager Direct Costs	490.90
Direct Costs staff related	Wormwwod Scrubs Manager Direct Costs	490.90
Direct Costs staff related	Wormwwod Scrubs Manager Direct Costs	734.33
Direct Costs staff related	Wormwwod Scrubs Manager Direct Costs	517.95
Direct Costs staff related	Wormwwod Scrubs Manager Direct Costs	517.95
Direct Costs staff related	Wormwwod Scrubs Manager Direct Costs	1,087.50
Non Routine Maintenance of Wormwood Scrubs	LESTER'S EMBANKMENT - FENCING EASTERN	3,225.00
Non Routine Maintenance of Wormwood Scrubs	IDV01039-HS2 TREES AND SHRUBS FOR WSCT	971.00
Non Routine Maintenance of Wormwood Scrubs	IDV01039-HS2 TREES AND SHRUBS FOR WSCT	310.00
Non Routine Maintenance of Wormwood Scrubs	BENCH RE-INSTATEMENT - WORMWOOD SCRUBS.	1,195.00
Routine Grounds Maintenance of Wormwood Scrubs	WSCT GM INFLATION 01/02/23 TO 31/03/2023	1,665.68
Routine Grounds Maintenance of Wormwood Scrubs	WSCT GM CONTRACT 01/04/23 TO 30/06/2023	73,680.98
Routine Grounds Maintenance of Wormwood Scrubs	WSCT GM CONTRACT 01/07/23 TO 30/09/2023	73,680.98
Non Routine Maintenance of Wormwood Scrubs	TREES: EXTRA WATERING, WORMWOOD S, JUNE-AUGUST	1,650.00
Non Routine Maintenance of Wormwood Scrubs	COST OF CREATING A TRIAL SWALE AND BUND	970.56
Routine Grounds Maintenance of Wormwood Scrubs	WSCT GM CONTRACT 01/10/23 TO 31/12/2023	73,680.98
Non Routine Maintenance of Wormwood Scrubs	ORD 81003, TREE WORKS SCRUBS LN &	7,370.00
Routine Grounds Maintenance of Wormwood Scrubs	GM CLIENT COSTS - STAFF TO Q3 2023/24	32,747.32
Routine Grounds Maintenance of Wormwood Scrubs	WSCT GM CONTRACT 01.01.24-31.03.24	72,015.49
Non Routine Maintenance of Wormwood Scrubs	IDV01039-HS2 TREES AND SHRUBS FOR WSCT	788.00
Non Routine Maintenance of Wormwood Scrubs	WORMWOOD SCRUBS - BOOT SCRAPER CODE:	478.08
Non Routine Maintenance of Wormwood Scrubs	WORMWOOD SCRUBS - BOOT SCRAPER CODE:	(86.04)
Non Routine Maintenance of Wormwood Scrubs	WORMWOOD SCRUBS GREEN FLAG LUNCH	190.00
Non Routine Maintenance of Wormwood Scrubs	WORMWOOD SCRUBS- WARRANTY REPLACEMENT	(1,310.00)
Non Routine Maintenance of Wormwood Scrubs	WORMWOOD SCRUBS PLAY APPROVED 07.03.23	(163.00)
Non Routine Maintenance of Wormwood Scrubs	WORMWOOD SCRUBS- BIN REPLACEMENT IN THE	502.00
Non Routine Maintenance of Wormwood Scrubs	WORMWOOD SCRUBS - SUPPLY AND INSTALL OF	(350.00)
Non Routine Maintenance of Wormwood Scrubs	ACCRUALS-WSCT003-2022/23 CREDIT NOTE 9004825403-DE	(350.00)
Non Routine Maintenance of Wormwood Scrubs	REPAIR TO WALL DAMAGED AT LINFORD	600.00
Non Routine Maintenance of Wormwood Scrubs	ORD 67007, TREE WORKS ADHOC FEB,	737.00
Non Routine Maintenance of Wormwood Scrubs	22/03/2023 KINGSPAN WATER ENERG	657.00
Non Routine Maintenance of Wormwood Scrubs	21/04/2023 WWW.BOSTONSEEDS.CO	271.66
Non Routine Maintenance of Wormwood Scrubs	26/04/2023 WWW.BOSTONSEEDS.CO	271.66
Non Routine Maintenance of Wormwood Scrubs	TEMPORARY REMOVAL AND REINSTATEMENT OF	385.00
Non Routine Maintenance of Wormwood Scrubs	WORMWOOD SCRUBS ADHOC TREE WORK ORD	350.00
Non Routine Maintenance of Wormwood Scrubs	RELOCATION AND REINSTATEMENT OF CONTROL	1,040.00
Non Routine Maintenance of Wormwood Scrubs	INSTALLATION OF A SOAKAWAY AS PART OF	2,800.00
Non Routine Maintenance of Wormwood Scrubs	TREES: OPM NEST REMOVALS, ORD 81002, TW23	1,800.00
Non Routine Maintenance of Wormwood Scrubs	QTE10115-RESET BOLLARD IN CONCRETE AT	615.00
Non Routine Maintenance of Wormwood Scrubs	WORMWOOD SCRUBS, REBUILD DAMAGED WALL TO	2,550.00
Non Routine Maintenance of Wormwood Scrubs	WORMWOOD SCRUBS - REPAIR/REPLACE FENCING	1,820.00
Non Routine Maintenance of Wormwood Scrubs	WORMWOOD SCRUBS - REPAIR CHUSTNUT	3,102.00
Non Routine Maintenance of Wormwood Scrubs	DEPOT WALL- SUPPY AND FIT 50M ARMCO CRASH BARRIER	5,989.00
Other Expenditure - Vehicle access	PRS/23103- REPAIR AND PAINT SCRUBS LANE	958.00

Activity	Comments	Amount £
Non Routine Maintenance of Wormwood Scrubs	PRS/22960- BENCH INSTALLATION AT	497.00
Non Routine Maintenance of Wormwood Scrubs	SUPPLY AND INSTALL OF A NEW TRAFFIC	3,750.00
Non Routine Maintenance of Wormwood Scrubs	JAPANESE KNOTWEED TREATMENT - 1 DAYS	1,350.00
Non Routine Maintenance of Wormwood Scrubs	WORMWOOD SCRUBS - PLAYBUILDER TIMBER	410.00
Non Routine Maintenance of Wormwood Scrubs	WORMWOOD SCRUBS BMX TRACK- HARD EDGES	330.00
Non Routine Maintenance of Wormwood Scrubs	WORMWOOD SCRUBS- OLD OAK COMMON RSS	445.00
Non Routine Maintenance of Wormwood Scrubs	WORMWOOD SCRUBS- BASKET SWING REPAIRS:	310.00
Other Expenditure - Vehicle access	PRS/23049- SUPPLY AND INSTALLATION OF	1,890.00
Non Routine Maintenance of Wormwood Scrubs	WORMWOOD OLD OAK-RSS PLAYMAKERS	126.00
Non Routine Maintenance of Wormwood Scrubs	WORMWOOD PLAYBUILDER-TIMBER MULTI PLAY	380.00
Other Expenditure - Vehicle access	TO MEND THE BROKEN VEHICLE HEIGHT	395.00
Other Expenditure - Vehicle access	TO SUPPLY & FIT - 2 YELLOW PAINTED	737.50
Non Routine Maintenance of Wormwood Scrubs	WORMWOOD SCRUBS- DRINKING FOUNTAIN WITH	4,410.00
Non Routine Maintenance of Wormwood Scrubs	Security spike rolls for Scrubs depot wall	1,950.00
Other Expenditure - Vehicle access	WORMWOOD SCRUBS CAR PARK - EMERGENCY	395.00
Non Routine Maintenance of Wormwood Scrubs	WOORMWOOD SCRUB ROSPA REPORT REPAIRS	1,507.00
Non Routine Maintenance of Wormwood Scrubs	WORMWEOOD SCRUBS - URGENT CALL OUT TO	395.00
Non Routine Maintenance of Wormwood Scrubs	HEDGE LAYING WASSLEDINE STAKES & BINDERS	790.00
Non Routine Maintenance of Wormwood Scrubs	Vegetation clearance Works	6,770.00
Non Routine Maintenance of Wormwood Scrubs	WORMWOOD SCRUBS- UNAUTHORISED VEHICLES	71.19
Non Routine Maintenance of Wormwood Scrubs	WORMWOOD SCRUBS-UNAUTHORISED VEHICLES	71.19
Other Expenditure - Vehicle access	REMOVAL OF INCORRECT HEIGHT RESTRICTION	450.00
Non Routine Maintenance of Wormwood Scrubs	RESPONSIBLE DOG WALKING PSPO SIGNAGE -	225.00
Contribution to Linford Christie Stadium	Contribution to Linford Christie Stadium	63,000.00
Non Routine Maintenance of Wormwood Scrubs	LABOUR AND MATERIAL COSTS TO RE-BUILD WALL	18,850.00
Other Expenditure - Vehicle access	TO SUPPLY, PAINT & WELD TO EXISTING	9,965.00
Non Routine Maintenance of Wormwood Scrubs	GREEN FLAG MANAGEMENT PLAN SUBMISSION	494.00
Non Routine Maintenance of Wormwood Scrubs	GREEN FLAG MANAGEMENT PLAN SUBMISSION	(70.00)
Non Routine Maintenance of Wormwood Scrubs	WS - WOODMANS MEWS - BARRIERS Q3 2023/24 HUGO Grant	777.92
Non Routine Maintenance of Wormwood Scrubs	2020/21 TEMPORARY TENNIS COURT SIGNS RICHARD GILL	178.75
Non Routine Maintenance of Wormwood Scrubs	ENG FEE WK1-28 23/24 H231134 LINFORD CHRISTIE STAD	75.00
Non Routine Maintenance of Wormwood Scrubs	COMMUNITY AND CULTURE COMMISSION FOR A	(0.01)
Non Routine Maintenance of Wormwood Scrubs	SCRUBS LANE PARK BARRIER	958.78
Other Expenditure - GPS Mapping software	1 YEAR SUBSCRIPTION TO A GPS/MOBILE	5,100.00
Governance Costs - Legal	Legal fees	2,217.60
Governance Costs - Legal	Legal fees	7.20
Governance Costs - Legal	Legal fees	(7.20)
Governance Costs - Legal	Legal fees	60.00
Governance Costs - Legal	Legal fees	(60.00)
Governance Costs - Legal	Legal fees	500.00
Governance Costs - Legal	Legal fees	504.00
Governance Costs - Legal	Legal fees	2,083.80
Governance Costs - Legal	Legal fees	7.20
Governance Costs - Legal	Legal fees	60.00
Governance Costs - Legal	Legal fees	40.36
Governance Costs - Legal	Legal fees	345.60
Governance Costs - Legal	Legal fees	110.00
Governance Costs - Legal	Legal fees	237.60
Governance Costs - Legal	Legal fees	330.00
Governance Costs - Legal	Legal fees	7.20
Governance Costs - Legal	Legal fees	338.40
Governance Costs - Legal	Legal fees	360.00
Governance Costs - Legal	Legal fees	210.00
Governance Costs - Legal	Legal fees	1,840.00
Governance Costs - Legal	Legal fees	252.00
Governance Costs - Legal	Legal fees	403.20
Governance Costs - Legal	Legal fees	(318.47)
Governance Costs - Legal	Legal fees	(55.03)
Governance Costs - Legal	Legal fees	(73.75)
Governance Costs - Legal	Legal fees	(110.00)
Governance Costs - Legal	Legal fees	(330.00)
Governance Costs - Legal	Legal fees	(1,840.00)
Governance Costs - Legal	Legal fees	(1,140.00)

Activity	Comments	Amount £
Governance Costs - Legal	Legal fees	1,140.00
Governance Costs - Legal	Legal fees	79.20
Governance Costs - Audit	ACCRUAL-WSCT02-AUDIT FEE 2022/2023-CREDITOR	(10,900.00)
Governance Costs - Audit	WSCT 2022-23 ACCOUNTS AUDIT FEE	10,900.00
HS2 Limited	ERROR Move to H26031	(56,566.35)
Other trading activities	WS Braybrook St Playground ImprovmtsHS2 - Grant	(292.00)
Other trading activities	WORMWOOD SCRUBS PARKING INC APRIL 2023 VAT	(33,828.42)
Other trading activities	WORMWOOD SCRUBS PARKING INC MAY 2023 VAT	(29,625.12)
Other trading activities	WORMWOOD SCRUBS PARKING INC JUNE 2023 VAT	(31,442.75)
Other trading activities	WORMWOOD SCRUBS PARKING INC JULY 2023 VAT	(29,032.08)
Other trading activities	WORMWOOD SCRUBS PARKING INC AUG 2023 VAT	(28,630.67)
Other trading activities	WORMWOOD SCRUBS PARKING INC SEPT 2023 VAT	(32,606.04)
Other trading activities	WORMWOOD SCRUBS PARKING INC OCT 2023 VAT	(34,215.21)
Other trading activities	WORMWOOD SCRUBS PARKING INC NOV 2023 VAT	(35,354.12)
Other trading activities	WORMWOOD SCRUBS PARKING INC DEC 2023 VAT	(27,121.50)
Other trading activities	CHARING CROSS HOSPITAL CAR PARK PERIOD: 25/03/2023 TO 23/06/2023	(108,051.13)
Other trading activities	CHARING CROSS HOSPITAL CAR PARK PERIOD: 24/06/23 TO 28/09/23	(108,051.13)
Other trading activities	CHARING CROSS HOSPITAL CAR PARK PERIOD: 29/09/23 TO 24/12/23	(108,051.13)
Other trading activities	CHARING CROSS HOSPITAL CAR PARK PERIOD: 25/12/23 TO 24/03/24	(114,603.37)
Other trading activities	KENSINGTON ALDRIDGE ACADEMY RENT: APRIL 2023	(28,594.00)
Income from Investments	KENSINGTON ALDRIDGE ACADEMY RENT: MAY 2023	(28,594.00)
Other trading activities	KENSINGTON ALDRIDGE ACADEMY RENT: JUNE 2023	(28,594.00)
Other trading activities	KENSINGTON ALDRIDGE ACADEMY RENT: JULY 2023	(28,594.00)
Other trading activities	KENSINGTON ALDRIDGE ACADEMY RENT: JULY 2023	(665.12)
Other trading activities	KENSINGTON ALDRIDGE ACADEMY RENT: AUGUST 2023	(1,086.00)
Other trading activities	KENSINGTON ALDRIDGE ACADEMY RENT: AUGUST 2023	(28,594.00)
Other trading activities	KENSINGTON ALDRIDGE ACADEMY RENT: SEPTEMBER 2023	(1,086.00)
Other trading activities	KENSINGTON ALDRIDGE ACADEMY RENT: SEPTEMBER 2023	(28,594.00)
Other trading activities	KENSINGTON ALDRIDGE ACADEMY RENT: OCTOBER 2023	(29,680.00)
Other trading activities	KENSINGTON ALDRIDGE ACADEMY RENT: NOVEMBER 2023	(29,680.00)
Other trading activities	KENSINGTON ALDRIDGE ACADEMY RENT: DECEMBER 2023	(29,680.00)
Other trading activities	KENSINGTON ALDRIDGE ACADEMY RENT: JANUARY 2024	(29,680.00)
Other trading activities	KENSINGTON ALDRIDGE ACADEMY RENT: FEBRUARY 2024	(29,680.00)
Other trading activities	KENSINGTON ALDRIDGE ACADEMY RENT: MARCH 2024	(29,680.00)
Other trading activities	RENTAL INCOME (PONY CENTRE) APRIL TO JUNE 2023	(3,375.00)
Other trading activities	RENTAL INCOME (PONY CENTRE) 24TH JUNE2023 TO 28TH SEPTEMBER 2023	(3,375.00)
Other trading activities	RENTAL INCOME (PONY CENTRE) 29 SEPTEMBER 2023 TO 24TH DECEMBER 2024	(3,375.00)
Other trading activities	RENTAL INCOME (PONY CENTRE) 25/12/2023 TO 24/03/2024	(3,375.00)
Income from Investments	RENTAL INCOME (LODGE) APRIL 2023 TO JUNE 2023	(273.00)
Income from Investments	RENTAL INCOME (LODGE) JULY 2023 TO SEPTEMBER 2023	(273.00)
Income from Investments	RENTAL INCOME (LODGE) OCTOBER 2023 TO DECEMBER 2023	(273.00)
Income from Investments	RENTAL INCOME (LODGE) JANUARY 2024 TO MARCH 2024	(273.00)
Other trading activities	UKPN RENT 2023/24 @ £3446 P.A.	(3,446.00)
Main activities		(590,589.88)
Direct Costs staff related Development	Wormwood Scrubs Development Manager direct costs	4,062.25
Direct Costs staff related Development	Wormwood Scrubs Development Manager direct costs	4,062.25
Direct Costs staff related Development	Wormwood Scrubs Development Manager direct costs	4,062.25
Direct Costs staff related Development	Wormwood Scrubs Development Manager direct costs	4,062.25
Direct Costs staff related Development	Wormwood Scrubs Development Manager direct costs	4,062.25
Direct Costs staff related Development	Wormwood Scrubs Development Manager direct costs	4,062.25
Direct Costs staff related Development	Wormwood Scrubs Development Manager direct costs	4,062.25
Direct Costs staff related Development	Wormwood Scrubs Development Manager direct costs	4,062.25
Direct Costs staff related Development	Wormwood Scrubs Development Manager direct costs	5,826.25
Direct Costs staff related Development	Wormwood Scrubs Development Manager direct costs	4,258.25
Direct Costs staff related Development	Wormwood Scrubs Development Manager direct costs	4,258.25
Direct Costs staff related Development	Wormwood Scrubs Development Manager direct costs	455.99
Direct Costs staff related Development	Wormwood Scrubs Development Manager direct costs	455.99
Direct Costs staff related Development	Wormwood Scrubs Development Manager direct costs	455.99
Direct Costs staff related Development	Wormwood Scrubs Development Manager direct costs	455.99
Direct Costs staff related Development	Wormwood Scrubs Development Manager direct costs	455.99
Direct Costs staff related Development	Wormwood Scrubs Development Manager direct costs	455.99
Direct Costs staff related Development	Wormwood Scrubs Development Manager direct costs	455.99
Direct Costs staff related Development	Wormwood Scrubs Development Manager direct costs	455.99
Direct Costs staff related Development	Wormwood Scrubs Development Manager direct costs	455.99
Direct Costs staff related Development	Wormwood Scrubs Development Manager direct costs	699.42
Direct Costs staff related Development	Wormwood Scrubs Development Manager direct costs	483.04
Direct Costs staff related Development	Wormwood Scrubs Development Manager direct costs	483.04
Direct Costs staff related Development	Wormwood Scrubs Development Manager direct costs	881.50
Direct Costs staff related Development	Wormwood Scrubs Development Manager direct costs	881.50

Activity	Comments	Amount £
Direct Costs staff related Development	Wormwood Scrubs Development Manager direct costs	881.50
Direct Costs staff related Development	Wormwood Scrubs Development Manager direct costs	702.78
Direct Costs staff related Development	Wormwood Scrubs Development Manager direct costs	836.82
Direct Costs staff related Development	Wormwood Scrubs Development Manager direct costs	836.82
Direct Costs staff related Development	Wormwood Scrubs Development Manager direct costs	836.82
Direct Costs staff related Development	Wormwood Scrubs Development Manager direct costs	836.82
Direct Costs staff related Development	Wormwood Scrubs Development Manager direct costs	1,200.20
Direct Costs staff related Development	Wormwood Scrubs Development Manager direct costs	877.19
Direct Costs staff related Development	Wormwood Scrubs Development Manager direct costs	877.19
Governance Costs	PLANTING ORD 67006, HS2 REPLACEMENT	3,585.00
Governance Costs	TREATMENT OF JAPANESE KNOTWEED ON	2,700.00
Governance Costs	CUTTING BACK VEGETATION ON LESTER'S	5,700.00
Governance Costs	CUTTING BACK VEGETATION ON LESTER'S	(1,140.00)
Governance Costs	LANDSCAPE ARCHITECTS FEES FOR WORMWOOD	14,875.00
Governance Costs	LANDSCAPE ARCHITECTS FEES FOR WORMWOOD	9,405.00
Governance Costs	PICK EVERARD ESTIMATE COSTS	29,200.00
Governance Costs	PICK EVERARD FINANCIAL WORK TO ESTIMATE COSTS FOR THE	(21,700.00)
Governance Costs	LANDSCAPE ARCHITECTS FEES FOR WORMWOOD	41,945.11
Governance Costs	UNEXPLODED ORDNANCE SURVEY	2,450.00
Governance Costs	PRE PLANNING APPLICATION ADVICE ON THE AEM MASTREP	6,600.00
Governance Costs	LANDSCAPE ARCHITECTS FEES FOR WORMWOOD - LUC Limited	11,407.50
Governance Costs	Legal fees	93.60
Governance Costs	Legal fees	(93.60)
Governance Costs	Legal fees	266.40
Governance Costs	Legal fees	110.00
Governance Costs	Legal fees	93.60
Governance Costs	Legal fees	3.00
Governance Costs	Legal fees	50.40
Governance Costs	Legal fees	1,000.00
Governance Costs	Legal fees	144.00
Governance Costs	Legal fees	90.00
Governance Costs	Legal fees	576.00
Governance Costs	Legal fees	110.00
Governance Costs	Legal fees	151.20
Governance Costs	Legal fees	20.00
Governance Costs	Legal fees	14.40
Governance Costs	Legal fees	7.20
Governance Costs	Legal fees	21.60
Governance Costs	Legal fees	36.00
Governance Costs	BBVS Claim	(788.00)
Governance Costs	BBVS Claim	(750.00)
Governance Costs	BBVS Claim	(3,585.00)
Governance Costs	BBVS Claim	(2,005.00)
Governance Costs	BBVS Claim	6,560.00
Governance Costs	HS2 Claim accrual	1,344.00
Governance Costs	HS2 Claim accrual	1,047.80
Governance Costs	HS2 Claim accrual	14,999.00
Governance Costs	HS2 Claim accrual	11,165.00
Governance Costs	HS2 Claim accrual	6,033.60
Governance Costs	HS2 Claim accrual	4,752.00
Governance Costs	HS2 Claim accrual	10,939.60
Governance Costs	HS2 Claim accrual	2,037.74
Governance Costs	HS2 Claim accrual	9,225.00
HS2 Ltd		230,500.46
Overall Result		(360,089.42)

Appendix 1 - [Wormwood Scrubs Charitable Trust Reserve's Policy](#)