



West Ham Park Committee

Date: MONDAY, 10 JUNE 2013

Time: 12.15pm

Venue: COMMITTEE ROOMS - SECOND FLOOR WEST WING, GUILDHALL

Members: Alderman Robert Hall
Alderman David Luder
Wendy Mead
Deputy Michael Welbank
Alexander Deane
Jeremy Simons
Deputy Robert Howard
Barbara Newman
Miss C. Bickmore
Mr R. Cazenove
Mr R. Gurney
Mr S. J. F. Meath-Baker
Reverend S. Kirby
Councillor J. Laguda
Councillor B. Collier

Enquiries: Alistair MacLellan
alistair.maclellan@cityoflondon.gov.uk

Lunch will be served in the Guildhall Club at 1pm

John Barradell
Town Clerk and Chief Executive

AGENDA

Public Agenda

1. **APOLOGIES**

2. **MEMBERS' DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF THE ITEMS ON THE AGENDA**

3. **ORDERS OF THE COURT OF COMMON COUNCIL 25 APRIL 2013**

Orders of the Court of Common Council, 25 April 2013:

- (i) Appointing the Committee
- (ii) Approving the Committee's Terms of Reference (copy attached).

For Decision
(Pages 1 - 2)

4. **ELECTION OF CHAIRMAN**

To elect a Chairman for the ensuing year in accordance with Standing Order 29.

For Decision

5. **ELECTION OF DEPUTY CHAIRMAN**

To elect a Deputy Chairman in accordance with Standing Order 30.

For Decision

6. **MINUTES**

To agree the public minutes and summary of West Ham Park business of the meeting held on 15 April 2013 (copy attached).

For Decision
(Pages 3 - 10)

West Ham Park

7. **SUPERINTENDENT'S UPDATE**

An update from the Superintendent on issues affecting West Ham Park.

For Information

8. **ANNUAL REPORT OF THE FRIENDS OF WEST HAM PARK**

A report of the Director of Open Spaces on the work of the Friends of West Ham Park for the year 2012/13.

For Information
(Pages 11 - 16)

9. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**

10. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**

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Agenda Item 3

GIFFORD, Mayor

RESOLVED: That the Court of Common Council holden in the Guildhall of the City of London on Thursday 25th April 2013, doth hereby appoint the following Committee until the first meeting of the Court in April, 2014.

WEST HAM PARK COMMITTEE

1. Constitution

A Non-Ward Committee consisting of,

- eight Members elected by the Court of Common Council, at least one of whom shall have fewer than five years' service on the Court at the time of their appointment; the membership to be the same as the Open Spaces & City Gardens Committee.
- plus the following for the consideration of business relating to West Ham Park only:-
 - four representatives nominated by the Heirs-at-Law of the late John Gurney
 - one representative nominated by the Parish of West Ham
 - two representatives nominated by the London Borough of Newham

2. Quorum

The quorum consists of any five Members.

3. Membership 2013/14

- 3 (3) Benjamin Robert Hadley Hall, Alderman, *for three years*
- 3 (3) Ian David Luder, B.Sc.(Econ.), Alderman, *for three years*
- 3 (3) Wendy Mead, Deputy
- 3 (3) Michael Welbank, Deputy
- 3 (2) Alexander John Cameron Deane
- 1 (1) Jeremy Lewis Simons M.Sc., *for three years*
- 1 (1) Robert Picton Seymour Howard, Deputy
- 1 (1) Barbara Patricia Newman, C.B.E.

Together with the ex-officio Members referred to in paragraph 1 above and:-

Four representatives elected by the heirs-at-law of the late John Gurney:-

- Miss. C. Bickmore
- Mr. R. Cazenove
- Mr. R. Gurney
- Mr. S. J. F. Meath-Baker

One representative nominated by the incumbent or priest, for the time being, in charge of the present benefice of West Ham:-

- Revd. S. Kirby

Two representatives nominated by the London Borough of Newham

- Councillor J. Laguda
- Councillor B. Collier

4. Terms of Reference

To:-

- (a) have regard to the overall policy laid down by the Open Spaces & City Gardens Committee;
- (b) be responsible for the ownership and management of West Ham Park (registered charity no. 206948) in accordance with the terms of the conveyance of the Park by John Gurney, Esq., to the City of London Corporation dated 20th July 1874 and in accordance with the Licence in Mortmain dated 22nd May 1874 and the management of a Nursery; and
- (c) authorise the institution of any criminal or civil proceedings arising out of the exercise of its functions.

Barradell

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Agenda Item 6

OPEN SPACES, CITY GARDENS & WEST HAM PARK COMMITTEE Monday, 15 April 2013

Minutes of the meeting of the Open Spaces, City Gardens & West Ham Park Committee held at Committee Room - 2nd Floor West Wing, Guildhall on Monday, 15 April 2013 at 11.30 am

Present

Members:

Alderman Robert Hall (Chairman)
Alex Deane
Alderman Ian Luder
Deputy Wendy Mead
Deputy Michael Welbank
Richard Gurney
Justin Meath-Baker
The Rev. Stennett Kirby
Councillor Joy Laguda
Cllr Bryan Collier
Alderman Gordon Haines (Ex-Officio Member)
Barbara Newman (Ex-Officio Member)
Jeremy Simons (Ex-Officio Member)

Officers:

Jacky Compton	- Committee & Member Services Officer
Esther Sumner	- Town Clerk's Department
Sue Ireland	- Director of Open Spaces
Martin Rodman	- Superintendent, West Ham Park and City Gardens
Louisa Allen	- City Gardens Manager
Alison Elam	- Chamberlain's Department
Edward Wood	- Comptroller and City Solicitor's Department
Bob Meldrum	- City Surveyor's Department
Peter Shadbolt	- Department of Built Environment

1. APOLOGIES

Apologies were received from Catherine Bickmore and Robert Cazenove.

2. MEMBERS DECLARATIONS IN THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THIS AGENDA

Deputy Wendy Mead declared an interest as a Member of the City Bridge Trust Committee.

3. ELECTION OF DEPUTY CHAIRMAN

The Committee proceeded to elect a Deputy Chairman in accordance with Standing Order No. 30. The Town Clerk read a list of Members eligible to stand and Alderman Ian Luder, being the only Member expressing his willingness to serve, was declared to be duly elected Deputy Chairman of the Committee for the ensuing year.

4. **MINUTES**

The public minutes and summary of the meeting held on 4 February 2013 were approved as a correct record.

Matters Arising

Members Declarations (page 2) – Jeremy Simons declaration to read "...a Trustee of 2 Charities based at St Andrew's Holborn" and Alex Deane's declaration to read "...a Trustee of St Andrew's Fundraising Board."

National Planning Policy Framework (page 2) – The Director of Open Spaces advised that with the support of Paul Becket from Dept of Built Environment, they had recently met with the Mayor of London's London Plan team on 14th March and had a very positive consideration of the need to protect areas and strategic spaces from un-appropriate development.

Schedule of Visits (page 2) – The Town Clerk advised that the July visit, in consultation with the Chairman, would now take place on 12 July.

LB of Newham Representative (page 2) – The new representative, Councillor Bryan Collier was in attendance.

West Ham Park

5. **SUPERINTENDENT'S UPDATE**

The Committee received a verbal update from the Superintendent of West Ham Park. The following points were made –

Finance – in advance of the final out-turn, the end of the 2012/13 FY looks healthy - West Ham Park £11k planned underspend which we would seek to carry forward for planned projects in 2013/14, subject to the appropriate approvals. The Nursery shows an over-achievement of income in the sum of £13k.

Staff – at the end of last month we appointed a temporary nursery gardener post – fixed term to the end of November.

Works update – the team has replaced approx 1/3 of the hedge around the tennis courts with spp of *Pinus*. Refurbishment of three of the tennis courts has begun; this is funded by a grant from the London Marathon Trust secured by TSFA. In the Nursery we are all hands to the pump growing summer bedding for TRP. Including bedding for the City and other OS, we are growing over 350 species divided into many more varieties, totalling over 200,000 plants.

Visits - Committee lunch separated from visit this year. Lunch is scheduled on 17 May at Barber Surgeon's Hall – invitations have been sent. Visit will take place Thursday 5th September, Lady Mayoress will attend. Details to follow.

Events – Yesterday saw the Newham 10K run and half marathon start and finish in the park. Over 3000 runners took part in total. Number of well-known international runners took part as this is seen as a 'warm-up' and timing event for the full marathons coming up over the summer. Although those attending would not particularly have experienced any problems, there were a number of issues that occurred behind the scenes on the day that I was not happy with. Although our staff undertook their duties professionally and efficiently, this did not appear to be the case with the event organisers. I will be feeding this back to them at a wash-up meeting in the next few days and will seek to tighten arrangements next year through the granting of a formal event license.

-April 27th heroes and heroines day organised by the Friends of WHP. There will be a hired story teller for children and craft time (instrument making from recycled materials).

Tomorrow and Wednesday, 3 primary schools will be sowing wild flower meadows around park cottage and in the jubilee food garden as part of our CBT-funded improvements to biodiversity.

6. **WEST HAM PARK NURSERY BUSINESS PLAN PROGRESS REPORT**

The Committee received a report of the Director of Open Spaces updating Members on the progress made over the past year in delivering projects set out in year 3 (2012-13) of the West Ham Park Nursery Business Plan.

RECEIVED.

7. **PROVISIONAL ADDITIONAL WORKS PROGRAMME 2014/15**

The Committee considered a report of the City Surveyor setting out a provisional list of cyclical projects being considered for properties under the management of Open Spaces, City Gardens and West Ham Park Committee.

RESOLVED: That the Committee's views be sought on the provisional list of works.

Open Spaces

8. **CURRENT TOPICAL ISSUES FOR OPEN SPACES**

The Director of Open Spaces advised that as this was the last meeting of the Committee in its current format, she stated that she thought it would be helpful to update Members on progress, following on from the various topical issues presented or mentioned to Members in the last year.

Planning – with the support of Paul Becket (Director of Policy and Performance in the Department of Built Environment) met with the Mayor of London's London Plan team on 14th March and had a very positive consideration of the need to protect areas and strategic spaces from inappropriate development.

Litter Management – The trial commenced earlier this year of installing recycling bins in the City Gardens Open Spaces. Each bin cost £800 and to date 15 have been installed and within the new financial year we hope to install a similar number. A report will be submitted on the outcome of the trial at the end of the year ie early 2014.

Dog Control Orders – The Superintendent of Burnham Beeches has been progressing this project, both in terms of identifying the means to administrative orders in a cool effective way and also, preparing for public consultation on the proposals.

Tree Disease – Following the tree conference just before Christmas with the Forestry Commission.

9. **OPEN SPACES DEPARTMENT BUSINESS PLAN 2013/2016**

The Committee considered a report of the Director of Open Spaces outlining the overall departmental aims and objectives, the key projects for the next three years and the key indicators that have been set to measure performance.

Members are also asked to consider the key projects for the City Gardens and West Ham Park.

RESOLVED: That Members –

1. approve the Open Spaces Department Business Plan for 2013-2016, including the key projects for City Gardens and West Ham Park, and agree the targets for service delivery as quantified by the performance indicators; and
2. determine whether any projects and performance indicators represent high risk and priority sectors of service which you would expect to be featured in the quarterly progress reports which will be submitted to the Committee during 2013/14.

10. **OPEN SPACES AUDIT REPORT 2012**

The Committee received a report of the Director of the Built Environment summarising the key findings of the City of London Open Spaces Audit Report 2012.

RECEIVED.

City Gardens

11. **SUPERINTENDENT'S UPDATE**

The Committee received a verbal update from the City Gardens Manager. The following points were made –

Finance – City Garden's budget is in line with agreed budget profiles. The budget at year end is demonstrating a small underspend which subject to approvals to be spent on a repeat Massaria survey, associated tree works and the purchase of more recycling bins.

Staff – full complement of staff. A newly appointed Project Support Officer and a new Assistant Gardener have been recruited recently.

St Botolph Bishopsgate – Dashwood House S106 Improvements – Conservation and levelling issues in relation to the fountain have now been resolved enabling City Gardens and contractors to instigate drainage improvements during May. Other improvements to the garden have included: the installation of metal edging between the lawns and newly planted border, the planting of a replacement tree and the installation of three new watering points. One of the traditional bedding beds is to be converted temporarily into a decorative vegetable planting as part of the City's in Bloom campaign. In terms of designing out previous anti-social behaviour, the area behind the tennis/netball courts is now accessed via a locked gate. The installation of lamps and lighting bollards is complete. Remaining planting will be carried out in the autumn.

Green Corridors Update – A three year Transport for London funded project worth £415k in total. The City's Tree Strategy aims to increase the existing stock of trees, especially through the planting of large-canopied species, and to increase the number of City owned trees by 5% by 2019. The Green Corridors project significantly contributes to this target through the planting of around 50 street trees which will exceed this target.

Friends of City Gardens and volunteer activities

- 22 March – Friends of City Gardens and 10 volunteers from a regeneration charity based in Bromley by Bow have planted 450 native whips to create a native hedge in Bunhill Fields. This project supports the Town Clerk's and the Chairman of Policy's vision to work with and involve wider communities;
- 17 April – volunteers from Lloyds Bank are planting a woodland meadow, converting a patchy area of grass in Bunhill Fields in partnership with the Friends;
- 11 May – Barbican in Bloom event, organised by City Gardens in partnership with the Barbican Estate, the library and the Barbican Horticultural Society. The event will include: 'how to care for plants in container demonstrations and workshops, storytelling for children (gardening themed) and a treasure hunt;
- 8-9 June – Open Squares Weekend. A number of City gardens are promoted through this scheme. The Barbican Wildlife Group will be opening Fann Street garden to the general public. An edible walk has been organised by the City Gardens and a historical treasure hunt for families will be organised by the Friends of City Gardens and volunteers in Bunhill Fields.

12. RESULTS OF A FACE-TO-FACE SURVEY OF USERS AND NON-USERS OF THE CITY'S OPEN SPACE

The Committee received a report of the Director of Open Spaces relative to the results of a face-to-face survey of users and non-users of the City's Open Space.

The Director stated that the findings from the user survey were very positive, with 79.4% of users rating the City Gardens service as good or very good.

RECEIVED.

13. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE

There were none.

14. URGENT ITEMS

There were none.

15. EXCLUSION OF THE PUBLIC

RESOLVED: That under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act as follows:

<u>Item No.</u>	<u>Paragraphs in Schedule 12A</u>
16	3
17-18	-

**SUMMARY OF MATTERS CONSIDERED WHILST
THE PUBLIC WERE EXCLUDED**

16. NON-PUBLIC MINUTES

The non-public minutes of the meeting held on 4 February 2013 were approved.

17. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE

There were none.

18. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED

There were none.

The meeting ended at 1.15pm

Chairman

Contact Officer: Jacky Compton
Tel: 020 7332 1174
Jacky.Compton@cityoflondon.gov.uk

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Agenda Item 8

Committee(s):	Date(s):
West Ham Park Committee	10 June 2013
Subject: Friends of West Ham Park – Annual Update	Public
Report of: Director of Open Spaces	For Information
Summary	
<p>In July 2006, following public consultation on the West Ham Park Management Plan, the Friends of West Ham Park group was formed. This report sets out the projects that the Friends have successfully achieved throughout their seventh year.</p>	
Recommendation(s)	
Members are asked to:	
<ul style="list-style-type: none">• Note the report	

Main Report

Background

1. At the meeting of the Committee of Managers of West Ham Park in July 2006, approval was given to form a Friends group to work with the park staff in implementing the Management Plan through consultation, meetings and volunteer activities.
2. At their first meeting, the Friends agreed that their purpose should be to work closely with the City of London, bringing together the skills, strengths and experience of its members for the common goal of assisting the Park management team in implementing the Management Plan for the benefit of the whole community.
3. Throughout the year, the Friends have completed a number of successful projects that have been of great benefit to the local community. At present, there are 12 regularly active members in the group and 176 additional corresponding members.

Current Position

4. Over the past year, four public meetings have been held by the Friends at the local Scout hall and on occasion on the bandstand in the Park. At their annual meeting in June 2012, the Friends re-elected their seventh Chairman, Ms Nicky Brown, and Deputy Chairman, Mr Ron Innell who replaces Ms Charlotte Evans. At this annual meeting, the Friends suggest projects that they would like to be involved in and agree a timetable of events for the forthcoming year.
5. On the 3rd November, the Friends assisted in building and hosting 'Newham's Biggest Leaf Pile' in the Park with the help, for the fifth year running, of Newham 11th Scout Group and members of the public. This year they were joined by the Sea Cadets, creating a friendly rivalry between the Scouts and the Cadets as to who could collect the most leaves. This was a productive day with over 60 volunteers, both adults and children, raking and adding to the leaf pile.
6. On a very cold December night, supported by a grant funded by John Lewis in the new Westfield Centre, Stratford, the Friends hosted 'Park in the Dark'. Over 70 children and adults created lanterns resembling the Olympic torches, which were supplemented with glowing bracelets. A lamp-lit procession was led from South Gate to the Bandstand, where the Christmas tree was lit and hot and cold refreshments were served. For the first time at this popular event, children from the Newham Academy of Music sang Christmas carols on the bandstand, with everyone joining in to create a seasonal atmosphere. Many remarked that it was a wonderful opportunity to experience the Park at night.
7. In January, as part of the Royal Society for the Protection of Birds' (RSPB) national survey of birds in parks and gardens ('The Big Garden Birdwatch'), members of the Friends bird-watching group spent a morning taking Park visitors around the site and teaching them how to identify various common birds. 29 people joined the event this year and very positive feedback was received from the day. Among the more unusual species observed this year were Mistle Thrushes, Fieldfares and Goldcrests.
8. In April 2013, the Friends organised and ran a *Heroes and Heroines* event, supported by a grant from the London Borough of Newham. The event tied in with St George's Day and featured a singer-storyteller who entertained visitors with stories of local heroism and encouraged the crowd to participate in activities. The Friends ever-popular craft activities involved the creation of musical instruments from recycled materials. In spite of inclement weather, over 70 people attended the event and took home the fruits of their labour.
9. Throughout the year the Friends have carried out monthly bird surveys in the Park. The information is recorded and then collated in a report to other Friends' members at their meetings. The information is also promoted through the West Ham Park pages on the City of London's website, and provided to the London Natural History Society.

10. The Friends have their own web-site which can be viewed at www.friendsofwesthampark.btck.co.uk . The site is managed by the Friends and provides information about the group including membership and promotion of the wide variety of activities available. The Friends have also adopted the phrase 'Friendly, Welcoming, Helpful and Positive' as their strapline.
11. A selection of images depicting various events undertaken by the Friends is included as an appendix to this report.

Proposals

12. In accordance with the Terms of Reference for the Friends, a new Chairman will be elected at their Annual General Meeting on Thursday 27th June 2013.
13. The Friends will agree a proposed list of projects for the next 12 months. This list is likely to include their current successful craft and wildlife events, but ideas for additional activities are always welcomed. Once agreed, the timetable for these projects will be circulated to the Friends' mailing list and publicised on the Park notice boards in order to encourage volunteer assistance with site based work. Planned events will also be publicised on the Friends' website.

Corporate & Strategic Implications

14. The projects strongly link and support four of the five community strategy themes:
 - Supports our communities – by encouraging well-being and participation in volunteer activities
 - Protects, promotes and enhances our environment – by raising awareness and encouraging enjoyment of the City's open spaces
 - Is vibrant and culturally rich – by providing opportunities for people of all backgrounds and abilities
 - Is safer and stronger – evidence suggests increasing legitimate use in open space can discourage anti-social behaviour
15. The projects link to the following three of the five aims identified in the Open Spaces Department Business Plan:
 - Inclusion: Involve communities and partners in developing a sense of place through the care and management of our sites

- Environment: Deliver sustainable working practices to promote the variety of life and protect the Open Spaces for the enjoyment of future generations
- Promotion: Promote opportunities to value and enjoy the outdoors for recreation, learning and healthy living

Conclusion

16. Now in their seventh year, the Friends have been extremely successful in providing a diverse programme of activities that has enabled Park visitors to assist in a range of projects centred on conservation, heritage, and community involvement. The Park has benefitted greatly from the support of the Friends, as many of the projects could not have been achieved without their support.
17. The assistance provided by the Friends is greatly appreciated by the park team. Officers will continue to work with and support them in order to encourage more of the community to become actively involved in park projects and initiatives.

Appendices

- Appendix 1 - The Friends of West Ham Park: highlights from the past 12 months.

Martin Rodman

Superintendent Parks & Gardens

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Appendix One

The Friends of West Ham Park: highlights from the past 12 months



Enjoying the singer/storyteller at the Friends 'Heroes and Heroines' Event 2013



A Friend models a creation from their popular craft activities Nov 2012



On top of the biggest Leaf Pile in Newham 2012!



Relaxing at the post-raking party



One of the many popular craft events run by the Friends of West Ham Park 2012



The Friends continue to organise and run the ever popular Bat walks Oct 2012

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