



## West Ham Park Committee

**Date:** MONDAY, 22 JULY 2013

**Time:** 1.45pm

**Venue:** COMMITTEE ROOMS - SECOND FLOOR WEST WING, GUILDHALL

**Members:** Alderman Robert Hall  
Alderman Ian Luder  
Deputy Alex Deane  
Deputy Robert Howard  
Wendy Mead  
Barbara Newman  
Jeremy Simons  
Deputy Michael Welbank  
Justin Meath-Baker  
Robert Cazenove  
Catherine Bickmore  
Richard Gurney  
Councillor Bryan Collier  
Councillor Joy Laguda  
The Rev. Stennett Kirby

**Enquiries:** Alistair MacLellan  
[alistair.maclellan@cityoflondon.gov.uk](mailto:alistair.maclellan@cityoflondon.gov.uk)

Lunch will be served in the Guildhall Club at 1pm

John Barradell  
Town Clerk and Chief Executive

# AGENDA

## Part 1 - Public Agenda

1. **APOLOGIES**
2. **DECLARATIONS BY MEMBERS OF ANY PERSONAL AND PREJUDICIAL INTERESTS IN RESPECT OF ITEMS ON THIS AGENDA**
3. **ELECTION OF CHAIRMAN**  
To elect a Chairman in accordance with Standing Order 29.
4. **MINUTES**  
To agree the public minutes of the meeting held on 10 June 2013 (copy attached).  

**For Decision**
5. **SUPERINTENDENT'S UPDATE**  
The Superintendent of West Ham Park to be heard.  

**For Decision**  
(Pages 1 - 6)
6. **REVENUE OUTTURN 2012/13 - WEST HAM PARK**  
A report of the Chamberlain and the Director of Open Spaces (copy attached).  

**For Information**
7. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
8. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**
9. **EXCLUSION OF THE PUBLIC**  
MOTION: 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 I of Schedule 12A of the Local Government Act as follows:-

**Item No.**  
10

**Paragraphs in Schedule 12A**  
1 and 3

## **Part 2 - Non-Public Agenda**

10. **DIRECTOR OF OPEN SPACES UPDATE**  
The Director of Open Spaces to be heard.

**For Information**

11. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
12. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**

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# Agenda Item 4

## WEST HAM PARK COMMITTEE Monday, 10 June 2013

Minutes of the meeting of the West Ham Park Committee held at Committee Rooms  
- Second Floor West Wing, Guildhall on Monday, 10 June 2013 at 12.15 pm

### Present

#### Members:

Alderman Robert Hall  
Deputy Alex Deane  
Barbara Newman  
Jeremy Simons  
Deputy Michael Welbank  
Robert Cazenove  
Catherine Bickmore  
Richard Gurney  
Cllr Bryan Collier  
Councillor Joy Laguda

#### Officers:

Sue Ireland	- Director of Open Spaces
Martin Rodman	- Superintendent of West Ham Park and City Gardens
Edward Wood	- Comptroller and City Solicitor's Department
Esther Sumner	- Town Clerk's Department
Jacky Compton	- Town Clerk's Department
Alistair MacLellan	- Town Clerk's Department

#### 1. APOLOGIES

Apologies were received from Alderman Ian Luder, Deputy Robert Howard, Wendy Mead, Mr Justin Meath-Baker and the Reverend Stennett Kirby.

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

There were no declarations.

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

The Order of the Court of Common Council dated 25 April appointing the Committee and approving its Terms of Reference was received.

### RECEIVED

#### 4. ELECTION OF CHAIRMAN

The Committee proceeded to elect a Chairman in accordance with Standing Order 29. The Town Clerk read out a list of Member's eligible to stand and Alderman Robert Hall, being the only Member to express his willingness to

serve, was declared the duly elected Chairman of the Committee for the ensuing year.

5. **ELECTION OF DEPUTY CHAIRMAN**

The Committee proceeded to elect a Deputy Chairman in accordance with Standing Order 30. The Town Clerk read out a list of Member's eligible to stand and Alderman Ian Luder, being the only Member to express his willingness to serve, was declared the duly elected Deputy Chairman of the Committee for the ensuing year.

The Committee then nominated Miss Catherine Bickmore as the West Ham Park Committee Representative on the Open Spaces and City Gardens Committee.

6. **MINUTES**

The minutes of the meeting held on 15 April 2013 were approved as a correct record.

**Matters Arising  
Events**

In reply to a question from a Member the Superintendent of West Ham Park confirmed he had spoken to the organisers of the Newham 10K Run and Half Marathon regarding his concerns over the event and was reassured that for future such events better arrangements would be made.

7. **SUPERINTENDENT'S UPDATE**

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

**Finance** – Approaching the end of the first quarter, the budget for the park and office are in line with projected spend. As should be expected at this time of year, the Nursery budget is showing a much higher percentage spend, as a result of bulk purchases of pots, plug plants and compost, but without the corresponding income to balance. This will look healthier when we send out our first batch of invoices in a few weeks' time

**Staff** – in May, 2 students from the horticultural charity *Roots and Shoots* joined the team. This is as part of the CBT Grant funded 'Growing Localities' apprenticeship scheme. To begin with, the students will attend 2 days a week, progressing to 4-5 days from mid-July until the end of August. Similar placements are set up in City Gardens and with our partners, The Royal Parks, and at the end of the summer 3 candidates will be chosen to be taken on as full-time apprentices, training towards RHS level 2 over the next 2 years.

**Works** – The London Marathon Trust funded refurbishment of three of the tennis courts was completed to top course stage about 3 weeks ago; the courts have another 1-2 weeks of curing before the finishing painted surface is added. Elsewhere in the park staff have been hedge-cutting, strimming and grass mowing in preparation for the summer round of judging visits. The park is being judged for Green Flag on 13<sup>th</sup> June and London in Bloom on 11<sup>th</sup> July. The

Nursery has been dispatching summer bedding since 28<sup>th</sup> May and has so far delivered to Richmond and Greenwich Parks, Inner & Middle Temples and Lincoln's Inn, and our own North London Open Spaces. All deliveries will be completed by Wednesday 19<sup>th</sup> June, when preparations will begin for the arrival of the plugs and seed for spring bedding 2014.

**Events** – On April 27<sup>th</sup> heroes and heroines day took place organised by the Friends of WHP. Feedback on this is contained within the report on the Friends Group. In May the Biodiversity and sustainability officer held a Public Food Growing Day in the Jubilee Food Garden – 30 people attended of all ages. Building on this the fortnightly gardening club has started in earnest and vegetables, propagated in the Nursery, are now thriving in the raised planting beds.

Tessa Sanderson Foundation & Academy has approached us regarding the possibility of using the park to host a 2 week programme of sporting activities for young people in August. This can be seen as an opportunity to help ensure the Olympic legacy continues and the Superintendent is to meet with Ms Sanderson to develop her proposal

In response to questions the Superintendent made the following points:-

- The pool was not open during the Bank Holiday weekend as chemicals for the pool had not been delivered on time. The Director of Open Spaces would address this shortfall to ensure it was not repeated, at her next meeting with the City Surveyor's representative.
- The supply of bedding to The Royal Parks been going well and is helping to make up the shortfall resulting from the bedding reductions implemented by our other clients.
- The Nursery surplus account carried forward to 2012/13 was negligible, but this may change for 2013/14 as this year would be the first full annual cycle of bedding supply to the Royal Parks.
- There is currently no direct contact between West Ham Park Nursery and the new Stratford Olympic site, but officers would explore existing contacts to see if there was scope to develop a link between the two.

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

The Superintendent of West Ham Park introduced the report on the Friends of West Ham Park, commenting that there had been a slight decline in volunteer numbers over the past year, due in part to the change in emphasis to ensuring the quality of experience for volunteers over volunteer numbers, and to a natural draw-down in volunteer numbers following the 2012 Olympic Games.

During discussion amongst officers and Committee Members the following points were made:-

- Given the high density of residential housing surrounding the park, anti-social behaviour (ASB) was much lower than one may expect from similar areas across London. Where ASB does occur, the key to combating this was to imbue a sense of ownership amongst the local community from an early age which is an aim of the on-going events programme. There is a natural 'policing' of local anti-social behaviour by regular users of the Park such as dog walkers or joggers coming forward to report instances of ASB such as graffiti, or encouraging fellow dog walkers to clear up dog mess.
- The Superintendent planned to encourage the implementation of a volunteer model similar to that operating in the City Gardens, to encourage greater regular participation amongst the pool of volunteers in the Friends of West Ham Park. In time this would encourage volunteers to be more proactive and self-sustaining.
- The Superintendent undertook to provide a briefing note using existing RSPB data on the comparison of bird numbers in the Park to a future Committee, and this would be considered as a potential project for an interested volunteer.
- A Member commented that the high population churn in the local area of the Park was part-cause for the low number of active volunteers, with five particularly committed Friends of West Ham Park recently moving away from the area.
- The Chairman suggested that the Friends of West Ham Park would be a suitable area for consideration by the Volunteer Task Force. He endorsed a comment from a Member that volunteers should not be imposed upon too much and that, the emphasis should be on the quality of experience. They were a much valued aspect of the management of the Park.

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

There were no questions.

**10. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**  
**The Value of Green Spaces to London and Londoners**

The Chairman invited the Director of Open spaces to outline her presentation on the forthcoming Corporation of London report on the value of Green Spaces to London and Londoners that she had given to the Open Spaces and City Gardens Committee earlier that day.

During the discussion arising from her presentation the following points were made:-

- The Director of Open Spaces commented that the strategic emphasis of the Directorate was to increase the Corporation's existing Green Spaces in the City, and this was pursued through the Community Infrastructure



Levy rather than through Section 106 monies – an example of this approach is the Aldgate Gyratory.

- The Director of Open Spaces agreed that the use of delayed development sites as temporary Green Spaces such as in Newham was an excellent concept but that in the case of the City of London, land was seldom left vacant long enough for sites to be developed and planted.

**The meeting ended at 1.05 pm**

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Chairman

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# Agenda Item 6

<b>Committee(s):</b>	<b>Date(s):</b>	<b>Item no.</b>
West Ham Park Committee	22 July 2013	
<b>Subject:</b> Revenue Outturn 2012/13 - West Ham Park	<b>Public</b>	
<b>Report of:</b> The Chamberlain and the Director of Open Spaces	<b>For Information</b>	

## Summary

This report compares the revenue outturn for the services overseen by your Committee in 2012/13 with the final agreed budget for the year. In total, there was a better than budget position of £118,000 for the services overseen by your Committee compared with the final agreed budget for the year as set out below.

	<b>Final Agreed Budget</b> <b>£000</b>	<b>Revenue Outturn</b> <b>£000</b>	<b>Increase/ (Decrease)</b> <b>£000</b>
<b>Local Risk</b>			
Director of Open Spaces	646	621	(25)
City Surveyor	193	98	(95)
<b>Total Local Risk</b>	<b>839</b>	<b>719</b>	<b>(120)</b>
<b>Central Risk</b>	<b>(80)</b>	<b>(65)</b>	<b>15</b>
<b>Recharges</b>	<b>273</b>	<b>260</b>	<b>(13)</b>
<b>Total</b>	<b>1,032</b>	<b>914</b>	<b>(118)</b>

The Director's better than budget position of £25,000 (Local Risk) has been aggregated with budget variations on services overseen by other committees, which produces an overall worse than budget position of £39,000 (Local Risk) across all Open Spaces. This overspend will be carried forward to be met from the agreed 2013/14 budgets.

Underspends in The City Surveyor's Additional Works programme will be available to spend in subsequent years of the scheme.

In the tables, figures in brackets indicate income or in hand balances, increases in income or decreases in expenditure.

### **Recommendations**

It is recommended that this revenue outturn report for 2012/13 and the consequential implications for the 2013/14 budget be noted.

## **Main Report**

### **Budget Position for 2012/13**

1. The 2012/13 latest approved budgets for the services overseen by your Committees were £1.029m and were received by your Committee in December 2012, endorsed by the Court of Common Council in March 2013 and subsequently updated for approved adjustments, mainly in respect of expenditure on the Olympics and Paralympics, resulting in a Final Agreed Budget of £1.032m.

### **Revenue Outturn 2012/13**

2. Actual net expenditure for your Committee's services during 2012/13 totalled £914,000, an underspend of £118,000 compared with the budget.
3. A summary comparison with the final agreed budget for the year is tabulated below. In the tables, figures in brackets indicate income or in hand balances, increases in income or decreases in expenditure.

<b>Summary Comparison of 2012/13 Revenue Outturn with Final Agreed Budget</b>			
	<b>Final Agreed Budget</b>	<b>Revenue Outturn</b>	<b>Increase/ (Decrease)</b>
	<b>£000</b>	<b>£000</b>	<b>£000</b>
<b>Local Risk</b>			
West Ham Park	631	619	(12)
West Ham Park CBT	75	75	0
Nursery	(60)	(73)	(13)
<b>Total Director of Open Spaces</b>	<b>646</b>	<b>621</b>	<b>(25)</b>
<b>Local Risk</b>			
City Surveyor	59	48	(11)
Additional Works Programme	134	50	(84)
<b>Total City Surveyor</b>	<b>193</b>	<b>98</b>	<b>(95)</b>
<b>Total Local Risk</b>	<b>839</b>	<b>719</b>	<b>(120)</b>
<b>Central Risk</b>			
West Ham Park	(9)	(11)	(2)
West Ham Park CBT	(75)	(75)	0
Nursery	4	21	17
<b>Total Central Risk</b>	<b>(80)</b>	<b>(65)</b>	<b>15</b>
<b>Recharges</b>			
Central Recharges	238	226	(12)
Recharges Within Funds	35	34	(1)
<b>Total Recharges</b>	<b>273</b>	<b>260</b>	<b>(13)</b>
<b>NET EXPENDITURE</b>	<b>1,032</b>	<b>914</b>	<b>(118)</b>

Annex A provides more detail and explanations of the significant variations.

### **Local Risk Carry Forward to 2013/14**

4. Chief Officers can request underspends of up to 10% or £500,000 (whichever is the lesser) of the final agreed local risk budget to be carried forward, so long as the underspending is not fortuitous and the resources are required for a planned purpose. Such requests are subject to the approval of the Chamberlain in consultation with the Chairman and Deputy Chairman of the Resource Allocation Sub Committee.
5. Overspends are carried forward in full and are met from the agreed 2013/14 budgets.
6. Underspends in The City Surveyor's Additional Works programme will be available to spend in subsequent years of the scheme.

7. The Director's better than budget position of £25,000 has been aggregated with budget variations on services overseen by other committees, which produces an overall worse than budget position of £39,000 (Local Risk) across all Open Spaces. This overspend will be carried forward and met from the agreed 2013/14 budgets.

Chris Bilsland  
Chamberlain

Sue Ireland  
Director of Open Spaces

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**West Ham Park****Comparison of 2012/13 Revenue Outturn with Final Agreed Budget**

	<b>Final Agreed Budget</b>	<b>Revenue Outturn</b>	<b>Increase/ (Decrease)</b>	<b>Reasons</b>
	<b>£000</b>	<b>£000</b>	<b>£000</b>	
<b>SUMMARY</b>				
Local Risk	646	621	(25)	
Central Risk	(80)	(65)	15	
Recharges	273	260	(13)	
<b>TOTAL (Excluding City Surveyor)</b>	<b>839</b>	<b>816</b>	<b>(23)</b>	
City Surveyors Local Risk	193	98	(95)	1
<b>TOTAL NET EXPENDITURE</b>	<b>1,032</b>	<b>914</b>	<b>(118)</b>	
<b>LOCAL RISK</b>				
West Ham Park	631	619	(12)	
West Ham Park – CBT	75	75	0	
Nursery	(60)	(73)	(13)	2
<b>TOTAL LOCAL RISK</b>	<b>646</b>	<b>621</b>	<b>(25)</b>	
<b>CENTRAL RISK</b>				
West Ham Park	(9)	(11)	(2)	
West Ham Park - CBT	(75)	(75)	0	
Nursery	4	21	17	3
<b>TOTAL CENTRAL RISK</b>	<b>(80)</b>	<b>(65)</b>	<b>15</b>	
<b>RECHARGES</b>				
Central Recharges	238	226	(12)	
Recharges Within Funds	35	34	(1)	
<b>TOTAL RECHARGES</b>	<b>273</b>	<b>260</b>	<b>(13)</b>	

## **Reasons for Significant Variations**

### **Local Risk**

1. The City Surveyor's underspend of £95,000 relates mainly to Additional Works Programme projects being rephased over future years of the schemes. The phasing of these projects is reported to the Corporate Asset Sub Committee on a quarterly basis.
2. The £13,000 over achievement in the Nursery is mainly due to an underspend in employee costs (Gardeners).

### **Central Risk**

3. The £17,000 difference is due to the end of year balance for the Nursery going to reserve. The budget was set on a 'break-even' basis.