

WEST HAM PARK COMMITTEE
Monday, 18 July 2016

Minutes of the meeting of the West Ham Park Committee held at Committee Rooms
- Second Floor West Wing, Guildhall on Monday, 18 July 2016 at 1.45 pm

Present

Members:

Wendy Mead
Barbara Newman
Graeme Smith (Chairman)
Robert Cazenove
Richard Gurney
Councillor Bryan Collier MBE
Councillor Joy Laguda MBE
Deputy John Barker
Jeremy Simons

Officers:

Esther Summer	- Open Spaces Business Manager
Alison Elam	- Group Accountant, Chamberlain's Department
Sue Ireland	- Director of Open Spaces
Natasha Dogra	- Town Clerk's Department
Martin Rodman	- Superintendent, West Ham Park and City Gardens
Alison Hurley	- City Surveyor's Department

1. APOLOGIES

Apologies were received from Alderman Luder, Alderman Howard, Mr Welbank and Ms Bickmore.

2. DECLARATIONS OF INTEREST UNDER THE CODE OF CONDUCT

There were no declarations of interest.

3. THE ORDER OF THE COURT OF COMMON COUNCIL

Resolved – that the Order of the Court of Common Council be 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 Graeme Smith, being the only Member to express his willingness to serve, was declared the duly elected Chairman of the Committee for the ensuing year. The Chairman conveyed his thanks to the outgoing Chairman, Alderman Ian Luder, for his constant support.

5. ELECTION OF DEPUTY CHAIRMAN

The Committee were advised that Alderman Ian Luder wished to exercise his right as outgoing Chairman to serve for one year as the Deputy Chairman of the Committee.

RESOLVED – that Alderman Luder be appointed to serve as Deputy Chairman for the ensuing year.

6. **MINUTES**

Resolved – that the minutes of the previous meeting be agreed as an accurate record.

West Ham Park Nursery Review

In response to a question regarding the timescale for the project, the Committee were informed that an options evaluation exercise would be completed over the following months which would result in an update being submitted to the Committee later in the year.

7. **SUPERINTENDENTS UPDATE**

The Committee noted an update to on management and operational activities at West Ham Park since April 2016. Members noted that a very successful “Give It A Go” event was held on 17th July in the park to celebrate the opening of the tennis courts and to promote healthy lifestyles. A total of 300 people used the courts throughout the course of the day. The Chairman thanked Officers for their hard work and the Committee agreed that the possibility of holding this event annually should be explored.

Resolved – that the update be noted.

8. **OPEN SPACES DEPARTMENT, CITY GARDENS AND WEST HAM PARK RISK MANAGEMENT**

Members were provided with an update on the management of risks faced by the Open Spaces Department. The Open Spaces Department had one corporate risk and upon review, has five departmental risks. Members noted that there are eight risks for City Gardens and West Ham Park. In response to a query, Officers agreed to review the indicator numbers and names to ensure the correct indicators were quoted.

Resolved – that Members received the Departmental risk register and approved the Parks and Gardens risk register.

9. **CYCLICAL WORKS PROGRAMME BID 2017/18**

The Committee noted a provisional list of cyclical projects being considered for Open Spaces & City Gardens in 2017/18 under the umbrella of the “cyclical works programme”. The draft cyclical project list for 2017/18 totals approximately £34,000 and would continue the ongoing maintenance of the property and infrastructure assets.

Resolved – that the report be received.

10. **LEASING OF LODGES - UPDATE**

Members were provided with an update on the leasing of 240 and 242 Upton Lane and noted the letting arrangements agreed by Director of Open Spaces, Comptroller & City Solicitor and the City Surveyor.

Members noted that the two lodges at 240 and 242 Upton Lane were identified as surplus to operational needs in July 2015. Following a tender exercise Strutt and Parker were appointed as the agents to lease the properties by the Operational Property Review Board in May 2016. The two lodges are being marketed on the open market for letting on an Assured Shorthold Tenancy basis. The leasing of these two lodges will generate income that will contribute towards achieving a sustainable future for West Ham Park. This is an interim arrangement to produce income and reduce risks of vacant properties whilst the future of the adjoining Nursery is determined.

Resolved – that the report be received.

11. REVENUE OUTTURN 2015-16

The Committee received the report outlining Revenue Outturn in 2015/16. The Director's worse than budget position of £58,000 (Local Risk) is mainly due to a shortfall in income of £54,000 at the Nursery. This overspend has been aggregated with budget variations on services overseen by other committees, which produces an overall better than budget position of £885,000 (Local Risk) across all Open Spaces. A request to carry forward £30,000 of this underspend for West Ham Park will be considered by the Chamberlain in consultation with the Chairman and Deputy Chairman of the Resource Allocation Sub Committee.

Resolved – that the report be received.

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

There were no questions.

13. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT.

There was no urgent business.

14. 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 I of Schedule 12A of the Local Government Act.

15. MINUTES

Resolved – that the minutes were received as an accurate record.

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

There were no questions.

17. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

There was no urgent business.

The meeting ended at 2.00 pm

Chairman

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