



West Ham Park Committee

INFORMATION PACK

N.B: These matters are for information and have been marked * and circulated separately. These will be taken without discussion, unless the Clerk has been informed that a Member has questions or comments prior to the start of the meeting.

Date: THURSDAY, 1 MAY 2025

Time: 11.00 am - or at the rising of the Natural Environment Board, whichever is later

Venue: COMMITTEE ROOMS - 2ND FLOOR WEST WING, GUILDHALL

7. *ASSISTANT DIRECTOR'S REPORT

Report of the Executive Director, Environment.

For Information
(Pages 3 - 8)

**11. *TRANSFORMATION FOR THE NATURAL ENVIRONMENT CHARITIES -
PROJECT UPDATE AND GOVERNANCE ARRANGEMENTS FOR
IMPLEMENTATION PHASE**

Joint Report of the Chamberlain and the Executive Director, Environment.

For Information
(Pages 9 - 16)

**12. *WEST HAM PARK TRUSTEE'S ANNUAL REPORT AND FINANCIAL
STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024**

Joint Report of the Chamberlain and Executive Director, Environment.

For Information
(Pages 17 - 52)

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City of London Corporation Committee Report

Committee(s): West Ham Park Committee	Dated: 01 May 2025
Subject: Assistant Director's Report	Public report: For Information
This proposal: <ul style="list-style-type: none">• delivers Corporate Plan 2024-29 outcomes	-Diverse Engaged Communities -Leading Sustainable Environment -Vibrant Thriving Destination -Providing Excellent Services -Flourishing Public Spaces
Does this proposal require extra revenue and/or capital spending?	No
If so, how much?	N/A
What is the source of Funding?	N/A
Has this Funding Source been agreed with the Chamberlain's Department?	N/A
Report of:	Katie Stewart, Executive Director Environment
Report author:	Bill LoSasso Assistant Director (Superintendent), North London Open Spaces

Summary

This report provides Members with an update on matters relating to West Ham Park since the last Committee meeting on 6 February 2025.

Recommendation

Members are asked to:

- Note the content of the report.

Main Report

Background

1. The Assistant Director's Report aligns with the four strategic themes of the West Ham Park Management Plan (2025-2035). Additional matters of interest and importance will be covered in an "Additional Relevant Matters" section as needed.

Caring: We continue to care for the Park to ensure it fulfils its many functions for the benefit of the community, heritage and the environment, now and for future generations.

2. There have been seven high wind events between January and March 2025, with gust speed predictions ranging from 41 - 53mph. There were no significant tree failures reported, but several small-to-medium branches were shed and cleared by West Ham Park staff before gates were opened after site closures.
3. There were closures at West Ham Park on the following dates in January and February 2025:

Date	Period
01/01/2025	All day
24/01/2025	Morning
26/01/2025	Afternoon
27/01/2025	All day
23/02/2025	Afternoon

4. Park closing times are extending and visitors are increasing once again with the longer days and warmer weather. The Park Team have been busy with tasks including turf management and grass cutting, hedge cutting, pruning, and marking out and preparing the cricket square. The square is currently being treated for moss and broadleaf weeds and will be scarified to remove any dead material and thatch before the start of the season. After the Easter holidays, the 400m running track will be marked out for athletics training, school sessions and sports days.
5. City Surveyors Department are currently obtaining quotes from contractors to price up and carry out extensive internal and external repairs to the public toilets and changing

rooms at West Ham Park. The refurbishments will be carried out in the coming months and completed before the start of the school summer holidays.

Excellence: We maintain the highest environmental, conservation, heritage and horticultural standards.

6. The Friends of West Ham Park have been working on the vegetable garden beds and digging in manure and mushroom compost to support the growth of vegetables over the coming months. Maintenance work will be carried out on the railway sleepers that form the raised beds later this year, as many of them are now in disrepair.
7. In partnership with the Carbon Removals Project, the Tree Team have been improving soil health around the roots of two declining London plane trees located in the grass area between the office and the leaf dump, to assess benefits of soil work on the health of target trees. Three trees have been identified: two in average health and one tree as a control. Each tree will have two water assessment sensors placed to monitor soil moisture and water balance in the xylem, one sensor in the ground within the rooting area and one sensor attached to the upper canopy. All three trees will have penetrometer compaction testing with soil samples taken before any remedial soil applications. This will then be repeated annually to assess change. One tree will be subject to decompaction utilising a Vogt Geo injector incorporating air and bio char into the soil. One tree will be subject to decompaction utilising a Vogt Geo injector by incorporating air into the soil. One tree will be left as a control with no remedial works undertaken. Between March and May 2025, the sensors will be installed with samples and readings taken before the decompaction is carried out. The Team will then carry out further sampling and readings over the next two summers in the hope of seeing an improvement to the soil's, and trees', health.
8. The Natural Environment Division has commissioned an external consultant to evaluate the potential of biodiversity net gain (BNG) off-setting at Natural Environment sites. In England, BNG is mandatory under Schedule 7A of the Town and Country Planning Act 1990 (as inserted by Schedule 14 of the Environment Act 2021), and ensures that development projects result in an overall improvement to biodiversity, either on-site at the development site or off-site. This would create potential opportunities for sites to engage with developers completing projects elsewhere and enter into agreements where biodiversity enhancement projects funded by the developers would gain equivalent BNG credits, enabling the developers to satisfy planning requirements set out in the

Environment Act 2021. The West Ham Park charity has been working in partnership with other City Corporation and specialist consultants to look at external funding options which could assist with increasing biodiversity across the park. The team is looking at options for enhancements of the Park's grasslands where biodiversity improvements could be made and funded via the BNG scheme.

Inclusion: We ensure that the Park and its facilities are accessible to all and inclusive, so that all can enjoy the benefits of enhanced physical and mental well-being.

9. The Team continues to have regular meetings with the Lawn Tennis Association to discuss, develop and maximise the tennis provision and participation at West Ham Park.
10. Hundreds of people celebrated the start of Eid at a community event on Sunday 30 March in West Ham Park, organised by the Humanitarian and Saving Lives Trust. It was the second large-scale Eid prayer to be held in West Ham Park, with the local Muslim community welcomed to mark this special and spiritual occasion amongst the Park's natural beauty and serenity.

Community: We work in partnership with our local community and engage visitors and the local community in understanding and caring for the Park.

11. Hedge planting around the playground was completed earlier this year and is beginning to come into bud and leaf. The majority of the planting was carried out by the Friends of West Ham Park, Park Primary School and the 11th Newham West Scouts. Together they planted 1,500 plants. The area will be mulched with woodchip to suppress the weeds and retain the moisture in the soil. Stock fencing around the hedge will be erected to protect the hedge from dogs and people. The fencing will be removed once the hedge has established over the next two or three years.
12. Following the success of the celebration of the 150th anniversary of the Park in July, the Friends of West Ham Park are planning a community event this summer to mark the anniversary, which will be called ParkFest 2025. The event will include family games, a picnic and more live music acts. The event is being planned by the Friends, with support by the West Ham Park team.

13. The Friends' pollinator shrub planting work will commence in April. The West Ham Park team will be preparing the ground to ensure it is suitable for planting. The areas will be de-turfed and rotovated, and mulch and compost will be added to improve soil quality and water retention. The Friends received the grant from the City Bridge Trust and will be spending the grant amount on pollinator friendly shrubs like buddleia, daphne, wild privet, berberis and common elder. The combination of shrubs will give a longer flowering schedule to provide food for pollinators throughout spring, summer and autumn, and provide much needed habitat in a new section of the Park.

Additional relevant matters

14. A member of the West Ham Park Team has retired as an Operative Ranger. We are recruiting for the vacant position.

15. The Team has purchased some new pieces of equipment to replace some old equipment that was no longer fit for purpose. Additions to the fleet include a hauler with towbar and a high dump ride-on mower, which will help increase efficiency and improve our ecological impact when carrying out operational tasks around the Park.

Corporate & Strategic Implications

Financial implications

16. No implications.

Resource implications

17. No implications.

Legal implications

18. No implications.

Risk implications

19. Risks are monitored and recorded through the various risk registers, including the Division and Departmental Risk Registers.

Equalities implications

20. No implications.

Climate implications

21. Included within the business plan for 2025-26 are a series of projects which contribute towards achieving the City of London Corporation's Climate Action Strategy, which was launched in October 2020. A key part of the strategy is conserving and enhancing biodiversity alongside reducing carbon emissions.

Security implications

22. Security implications are monitored and recorded through the Departmental Risk register.

Conclusion

23. This report provides Members with an update on matters relating to West Ham Park since the last committee meeting on 6 February 2025.

Author

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City of London Corporation Committee Report

Committee(s) Hampstead Heath Consultative Committee – For Information Natural Environment Board – For Information West Ham Park Committee – For Information Hampstead Heath, Highgate Wood & Queen’s Park Committee – For Information Epping Forest & Commons Committee – For Information	Dated: 29/03/2025 01/05/25 01/05/25 20/05/25 29/05/25
Subject: Transformation for the Natural Environment Charities – Project Update and Governance Arrangements for Implementation Phase	Public report: For Information
This proposal: <ul style="list-style-type: none"> • delivers Corporate Plan 2024-29 outcomes • provides business enabling functions 	Flourishing Public Spaces Leading Sustainable Environment Providing Excellent Services
Does this proposal require extra revenue and/or capital spending?	No
If so, how much?	N/A
What is the source of Funding?	N/A
Has this Funding Source been agreed with the Chamberlain’s Department?	N/A
Report of:	Katie Stewart, Executive Director of Environment & Caroline Al-Beyerty, Chamberlain
Report authors:	Jack Joslin, Central Funding and Charity Management Team

Summary:

The Natural Environment Charities Review (NECR) is a pivotal transformation project seeking improvements to the governance and management of the NE Charities to ensure that the CoLC (as trustee) can demonstrate compliance with its various legal obligations, and that the charities can operate in a more self-determining and financially sustainable way into the future. This report provides an update on project governance arrangements as the work transitions to implementation phase.

Recommendations

Having regard to the City of London Corporation's (CoLC) trustee responsibilities for the 'NE charities' and in that case being satisfied that it is in the best interests of each relevant charity and its beneficiaries, Members are asked to:

1. Note the work to date on implementation of improvements identified by the NECR across four areas; assets, grant funding, governance and income generation.
2. Note the upcoming reporting schedule bringing detailed updates on these four areas.

Main Report

Background:

1. As part of the CoLC's wider initiative to review and transform its approach to its role as trustee of a wide range of charities operating across the Square Mile and beyond, the Natural Environment Charities Review (NECR) is a major transformation project that was initiated by the Finance Committee in December 2023. It is set within the context of an evolving national policy and governance landscape, as well as work within the Environment Department to bring greater rigour to the management of services and assets (encompassing functions of the CoLC acting in its local authority, general corporate, and charity trustee capacities).
2. As a reminder to each Committee, a charity trustee has a duty to keep their charity's objects, administration and governance under review, and take relevant steps to ensure that their charity is operating effectively to achieve the charity's intended purposes. This will include regularly reviewing a charity's objects, governing documents, governance arrangements, policies and activities, and so on.
3. A charity trustee must act only in furtherance of the purposes (or objects) of the charity and operate it independently and not for their own purposes or the purposes or interests of any other organisation. As such, decisions made by CoLC in its capacity as a charity trustee must be made in the interests of the charity alone, rather than to give effect to the policies and objectives of the CoLC, although their interests can be aligned.
4. In February Members were asked to make decisions, in relation to their corporate responsibilities, as relevant to their individual committee terms of reference, to:
 - Approve that all NE Charities move to a defined Grant Funding Model in a phased approach. Epping Forest Charity (Ch. No. 232990) and West Ham Park Charity (Ch. No. 206948) will move to a grant funding model for local risk with the CoLC in April 2025, with the other 6 Charities moving to this new approach in April 2026.
 - To facilitate this change and for the review team to continue to implement governance, asset management and income generation improvements a budget of £1,570,000 was sought over 2 years, with the project budget managed across key departments.

These recommendations were approved by the Policy and Resources Committee, Finance Committee and Resource and Allocation Subcommittee.

Current Position:

5. The NECR has reviewed the model for the future management of the NE Charities along four dimensions: funding model; income generation, asset management and governance (both the charities' governing documents, and the internal governance framework adopted by the CoLC in effectively administering each charity as trustee having regard to its trustee duties).
6. The review and its implementation is a cross departmental collaboration, mobilising new posts and existing expertise to implement improvements at the NE Charities.

Project Update

7. Implementation funding was agreed in February and since then recruitment has been undertaken in Natural Environment, with offers being accepted by successful Business Manager and Project Manager candidates. The Business Manager is expected to be in post in mid-April with the Project Manager start date still to be confirmed.
8. Between the decision to agree the implementation and this report, the work of the review has progressed in the following ways:

Assets

9. Work has continued to fully document land and built assets ownership, and a quality assurance exercise has been undertaken using detailed Land Registry data to help ensure that all registered land held by the NE Charities has been identified.
10. Complementary Land Policy Working Group and Terms of Reference have been drafted (covered in Complementary Land report). Site-by-site assessment of Complementary Land is to be undertaken in autumn 2025 with a report being presented to all the key Natural Environment committees for consultation.

Grant Funding Model

11. Both Epping Forest and West Ham Park Charities have moved to the new grant model covering local risk budgets. The underlying processes, changes and longer-term planning for all the charities will continue through the summer. A comprehensive update on this work will be provided after the summer recess with an interim update report being provided beforehand. The Chamberlain's Department has updated financial regulations to retain grant surpluses in the Charities; this should be approved by Finance Committee on 29th April 2025.

Income Generation

12. To build on the comprehensive analysis of income generation potential for each charity which was produced as part of the NECR, fundraising consultants have been appointed to support the NE Division to build its capability and policy frameworks to take this work forward.
13. A Biodiversity Net Gain consultant has been working with the NE Division for the last 6 months and has provided in depth analysis of the potential for this work across NE land.

Governance

14. A draft of the Governance Handbook for all NE charities has been created and a final review is being coordinated by the Comptroller & City Solicitor.
15. Work on creating an implementation plan for managing the business of the NE charities is underway including updating; agendas, reports, terms of reference, and standing orders.
16. Exploring advice relating to best practice concerning member tenure and selection to sit on charity committees.

Implementation Arrangements and Project Governance

Officer Governance

17. The agreed project sponsors for this work are the Executive Director of Environment (Katie Stewart) and the Chamberlain (Caroline Al-Beyerty).
18. Given the cross-cutting nature of the work, and different reporting lines across the 4 key work areas, there are 2 project sponsors for this phase of work. This reflects the dual aims of the review being financial changes to the funding model, and operational and governance changes to the management of the charities.
19. The NECR Task and Finish Group ensures effective oversight across the programme of work. This is being chaired by Emily Brennan, Director of Natural Environment, as the client lead. Jack Joslin, Head of the Central Funding and Charity Management Team, will act as deputy, having chaired through scoping and development phases of the project.
20. Following the same pattern as the scoping and development phase each of the four key areas will continue to have an assigned lead into implementation phase. The Chamberlains' Department will be responsible for delivering the change to a new grant funding model. Natural Environment will lead on Income Generation and Assets. The Central Funding and Charity Management Team (CFCMT) will lead on the Governance workstream.
21. Each workstream lead will also be responsible for managing and chairing an officer group positioned under the relevant area, which should include all relevant stakeholders as identified and documented by the Task and Finish Group. This approach is recommended to ensure collaboration and engagement across the

programme of work and should ensure cognisance of other relevant CoLC activity.

Member Governance

22. Regular meetings with the NE Chairs will continue to be held bi-weekly. Additional meetings with the NE Chairs and the Finance Committee Chair and Deputy Chair have been diarised.
23. Decisions will be taken to Members Committees as relevant to the matter and terms of reference to each grouping.

Committee cycles that will need to be considered include:

- a. Finance Committee
- b. Policy and Resources Committee
- c. Resource Allocation Sub Committee
- d. Natural Environment Board
- e. Epping Forest and Commons Committee
- f. Hampstead Heath, Highgate Woods and Queens Park Committee
- g. West Ham Park Committee
- h. Hampstead Heath Consultative Committee

Area of Work	For Information/ Discussion	For Decision
Assets Lists	NE Committees	NA
Complementary Land	NE Committees	P&R
Income Generation Plans	NE Committees, P&R, Finance	Case by case
Grant Funding Model	NE Management Committees	Finance Committee
Governance Changes	NE Committees	P&R or NE Committees as appropriate
Project Resourcing	NE Committees, P&R	Finance Committee

Communication Strategy

24. A high-level Communication Strategy will be produced for the whole programme, detailing a timeline up to the 'formal' completion date of March 2027. It will identify key milestones and deliverables, clarifying how we plan to proactively engage with the key stakeholders – both internal and external.

Committee Reporting Schedule

25. To ensure transparency on project reporting, and to support members with forward planning, a breakdown of upcoming reporting plans across different workstreams has been provided below. Please note, this may be subject to

change as work develops. There will be ongoing reporting on most of these areas through to the end of March 2027, the below outlines reporting plans into the 2025 summer recess in the first instance.

Reporting Topic	Details	Report of	For Information/Decision	Committee Dates
Update on the work of the NECR	Update on the NECR and Governance Plan	Katie Stewart & Caroline Al-Beyerty	For Information: HH Consultative Committee, NE Committees	May April/ 2025
Complementary Land Policy governance and work plans	Decision on TORs for Complementary Land Policy work and Land Use Assessment.	Katie Stewart	For Information: HH Consultative Committee, NE Committees, For Decision: P&R	April/ May/June 2025
Transition to Grant Funding Model Update	Update on the work of transitioning to Grant Funding Model	Caroline Al-Beyerty	For Information: NE Committees, HH Consultative Committee, Finance Committee	June/July 2025
City Corporation Governance changes, including Governance Handbook	Update on work planned through 25/26 of changes being made to CoLC governance following external advice. Final draft Governance Handbook will also be brought to committees.	Katie Stewart, Simon Latham	For Information: HH Consultative Committee, NE Committees	June/July 2025
Assets Lists	Report detailing outcomes of the work on ownership of land and built assets to be brought for information.	Katie Stewart	For Information: NE Committees	June/July 2025
Income Generation Update	Update on work year to date, including outcomes from BNG consultant work and update on engagement of	Katie Stewart	For Information: NE Committees, HH Consultative Committee	June/July 2025

	fundraising consultant.			
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Corporate & Strategic Implications

Strategic implications – The work of the NECR aligns to the Flourishing Public Spaces and Providing Excellent Services outcomes of the Corporate Plan, specifically to ‘ensure our open spaces and historic sites are thriving, accessible and enrich people’s lives’ and ‘Supporting people to live healthy, independent lives and achieve their ambitions is dependent on excellent services.’ Additionally, the NE charities are participants in the CoLC’s CAS and are implementing valuable projects to enhance carbon removal and increase biodiversity, contributing to the ‘Leading Sustainable Environment’ outcome.

Financial implications – This project has been fully resourced by the Finance Committee.

Legal implications – The eight Natural Environment charities in scope of the matters contained in this report are all registered charities as follows: Ashtead Common (1051510), Burnham Beeches & Stoke Common (232987), Coulsdon and Other Commons (232989), Epping Forest (232990), Hampstead Heath (803392), Highgate Wood & Queen’s Park Kilburn (232986), West Ham Park (206948), West Wickham Common and Spring Park Wood (232988). The CoLC’s overall duties and obligations as a charity trustee are noted at paragraphs 1, 2 and 3 above. The Comptroller & City Solicitor’s Department is supporting the NECR and advising on individual workstreams as required.

Risk implications – There is a project risk register that is regularly reviewed by the Task and Finish group and feeds into individual charity risk registers.

Equalities implications – Robust frameworks for the charities will enhance positive equalities outcomes for the communities who benefit from their work. Equalities implications will be assessed, as appropriate, in relation to the proposed actions and projects arising out of the NECR.

Conclusion

The implementation of the outcomes of the Natural Environment Charities Review (NECR) is a pivotal transformation project seeking improvements to the governance and management of the NE charities to ensure that the CoLC (as trustee) can demonstrate compliance with its various legal obligations, and that the charities can operate in a more self-determining and financially sustainable way into the future. This report provides Members with an update on the work of the NECR as the project enters implementation phase.

Jack Joslin

Head of the Central Funding and Charity Management Team

Background papers

1. Report to Policy and Resources Committee entitled Transformation for the Natural Environment Charities – Outcomes of the Natural Environment Charities Review dated 13 February 2024
2. Report of the Finance Committee, entitled Resourcing additional time-limited support to complete the Natural Environment Charities Review, dated 12 December 2023
3. Report of the Finance Committee, entitled Resourcing additional time-limited support to complete the Corporate Charities Review & support the scoping of the Natural Environment Charities Review, dated 14 December 2022
4. Report to Epping Forest and Commons Committee entitled Climate Action Strategy – Open Spaces ‘Carbon Removal’, dated 8th March 2021.

City of London Corporation Committee Report

Committee(s): West Ham Park Committee – For Information	Dated: 01/05/2025
Subject: West Ham Park Trustee’s Annual Report and Financial Statements for the Year Ended 31 March 2024	Public report: For Information
This proposal: <ul style="list-style-type: none"> • delivers Corporate Plan 2024-29 outcomes • provides statutory duties • provides business enabling functions 	Flourishing Public Spaces
Does this proposal require extra revenue and/or capital spending?	No
If so, how much?	N/A
What is the source of Funding?	N/A
Has this Funding Source been agreed with the Chamberlain’s Department?	N/A
Report of:	Caroline Al-Beyerty, The Chamberlain and Katie Stewart, Executive Director, Environment
Report author:	Niranjan Shanmuganathan, Chamberlain’s Department

Summary

The final version of the Trustee’s Annual Report and Financial Statements for the year ended 31 March 2024 for West Ham Park (charity registration number 206948) are presented for information in the format required by the Charity Commission.

Recommendation(s)

It is recommended that the Trustee’s Annual Report and Financial Statements for the 2023/24 Financial Year be noted.

Main Report

Background

1. The Trustee’s Annual Report and Financial Statements for the West Ham Park charity for the year ended 31 March 2024 are presented for information having

been signed on behalf of the Trust by the Chairman and Deputy Chairman of Finance Committee and the auditors, Crowe U.K LLP.

2. Members may also wish to note that a draft unaudited version of the 2023/24 Annual Report and Financial Statements was previously presented to your Committee in October 2024. In addition, the information contained within the Annual Report and Financial Statements has already been presented to your Committee via the outturn report in July 2024.
3. The Trustee's Annual Report and Financial Statements for 2023/24 was previously approved by Finance Committee in November 2024 on behalf of the Trustee in line with the arrangements in place for other charities in which the City is trustee.
4. A previous review of the charities for which the City is responsible, detailed key reports that should be presented to your Committee. The Trustee's Annual Report and Financial Statements was one of these reports. Information from these statements also forms part of the Annual Return to the Charity Commission and is required to be filed by the regulatory deadline of 31 January 2025. Due to additional external audit and non financial checks, meant we were unable to file earlier than the 31 January 2025 deadline. As a result of filing on this date, this was the earliest opportunity to present the final version of this report to your Committee.

Strategic implications - N/A

Financial implications - N/A

Resource implications - N/A

Legal implications - N/A

Risk implications - N/A

Equalities implications - N/A

Climate implications - N/A

Security implications - N/A

Appendices

Appendix 1 – West Ham Park Annual Report and Financial Statements for the year ended 31 March 2024

Niranjan Shanmuganathan

Chamberlain's Financial Services Division

E: niranjan.shanmuganathan@cityoflondon.gov.uk

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West Ham Park

Annual Report and Financial Statements for the
year ended 31 March 2024

Charity registration number 206948

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ORIGINS OF THE CHARITY

West Ham Park was purchased in 1874 from Mr John Gurney. The conveyance to the City of London Corporation provided that it was to be held on trust forever “as open public grounds and gardens for the resort and recreation of adults and as playgrounds for children and youth”. The City of London Corporation agreed to maintain and preserve the Park for this purpose at its own cost. The Park is managed by a joint committee of 15 managers, eight of whom are appointed by the City of London Corporation, four by the heirs of the late John Gurney, one by the Parish of West Ham and two by the London Borough of Newham. The Park is listed in Historic England’s Register of Historic Parks & Gardens (Grade II).

This charity is operated as part of the City of London Corporation’s City’s Estate. The City of London Corporation is committed to fund the ongoing net operational costs of the charity in accordance with the purpose which is to maintain and preserve the Park “as open public grounds and gardens for the resort and recreation of adults and as playgrounds for children and youth”.

TRUSTEE'S ANNUAL REPORT

STRUCTURE AND GOVERNANCE

GOVERNING DOCUMENTS

The governing documents are the indenture Acts dated 20 July 1874 and the schemes approved by the Charity Commission on 12 May 1981 and 27 September 1991. The charity is constituted as a charitable trust.

GOVERNANCE ARRANGEMENTS

The Mayor and Commonalty and Citizens of the City of London (also referred to as 'the City Corporation' or 'the City of London Corporation'), a body corporate and politic, is the trustee of West Ham Park. The City Corporation is trustee acting by the Court of Common Council of the City of London in its general corporate capacity and that executive body has delegated responsibility in respect of the administration and management of this charity to various committees and sub-committees of the Common Council, membership of which is drawn from 125 elected Members of the Common Council and external appointees to those committees. In making appointments to committees, the Court of Common Council will take into consideration any particular expertise and knowledge of the elected Members, and where relevant, external appointees. External appointments are made after due advertisement and rigorous selection to fill gaps in skills. For West Ham Park, elected Aldermen and Members of the City of London Corporation, together with four members nominated by the heir-at-law of the late John Gurney, two members nominated by the London Borough of Newham and one member nominated by the Parish of West Ham, are appointed to the West Ham Park Committee governing West Ham Park by the Court of Common Council of the City of London Corporation.

Members of the Court of Common Council are elected by the electorate of the City of London. The Key Committees which had responsibility for directly managing matters related to the charity during 2023/24 were as follows:

- **Policy and Resources Committee** – responsible for allocating resources.
- **Finance Committee** – responsible for controlling budgets, support costs and other central charges that affect the charity as a whole.
- **Audit and Risk Management Committee** – responsible for overseeing systems of internal control and making recommendations to the Finance Committee relating to the approval of the Annual Report and Financial Statements of the charity.
- **West Ham Park Committee** – responsible for the activities undertaken at West Ham Park, approving budget allocations for the forthcoming year and acting as Trustee of the charity.
- **Corporate Services Committee** – responsible for personnel and establishment matters throughout the City of London, including negotiations with the recognised trade unions.
- **Natural Environment Board** – policy and strategic body in relation to the activities of the City Corporation's Natural Environment Division of the Environment Department.

All the above committees are ultimately responsible to the Court of Common Council of the City of London. Committee meetings are held in public, enabling the decision-making

process to be clear, transparent, and publicly accountable. Details of the membership of Committees of the City Corporation are available at www.cityoflondon.gov.uk.

The charity is consolidated within City's Estate as the City of London Corporation exercises operational control over their activities. City's Estate is a fund of the City Corporation that can be traced back to the 15th century and has been built up from a combination of properties, land, bequests and transfers under statute since that time. Investments in properties, stocks and shares are managed to provide a total return that:

- Allows City's Estate to use the income for the provision of services that are of importance nationally and internationally as well as to the City and Greater London.
- Maintains the asset base so that income will be available to fund services for the benefit of future generations.

The trustee believes that good governance is fundamental to the success of the charity. A comprehensive review of governance is ongoing to ensure that the charity is effective in fulfilling its objectives. Reference is being made to the good practices recommended within the Charity Governance Code throughout this review. Focus is being placed on ensuring regulatory compliance and the ongoing maintenance of an efficient and effective portfolio of charities that maximise impact for beneficiaries.

ORGANISATIONAL STRUCTURE AND DECISION-MAKING PROCESS

The charity is administered in accordance with its governing instruments and the City Corporation's own corporate governance and administration framework, including Committee Terms of Reference, Standing Orders, Financial Regulations and Officer Scheme of Delegations. These governance documents can be obtained via a request to the email address stated on page 30.

Each Member, by virtue of their membership of the Court of Common Council, its relevant committees and sub-committees, has a duty to support the City Corporation in the proper exercise of its functions and in meeting its duties as trustee of the charity by faithfully acting in accordance with charity law, the Terms of Reference of the relevant committee or sub-committee, and the City of Corporation's agreed corporate governance framework as noted above, backed up by its standards regime.

As part of the City of London Corporation's restructure, the former Open Spaces Department merged with Planning and Transportation and Port Health and Environmental Services to form a new Environment Department; West Ham Park became part of the Environment Department from 1 April 2022.

INDUCTION AND TRAINING OF MEMBERS

The City Corporation makes available to its Members, seminars and briefings on various aspects of its activities, including those concerning the charity, to enable Members to carry out their duties efficiently and effectively. Induction meetings are provided on specific aspects of the work of West Ham Park. If suitable seminars or other training options are identified that are relevant to the charity, Members are advised of these opportunities.

OBJECTIVES AND ACTIVITIES

The objectives of the charity are to hold West Ham Park on trust forever “as open public grounds and gardens for the resort and recreation for adults and as playground for children and youth”. The City of London Corporation agreed to maintain and preserve the Park for this purpose at its own cost.

In support of these objectives, the main activities of the charity are set out in the West Ham Park Management Plan, and include the maintenance of grounds, gardens, infrastructure and play equipment, specifically the lawns, trees, plants, structures and hard landscaping that make up this 19th century traditional park environment.

Volunteers

The charity works closely with the Friends of West Ham Park who deliver numerous walks, talks and events throughout the year. They also run a ‘Jubilee Vegetable Garden’, wildlife garden and undertake organised litter-picks throughout the calendar year.

Volunteer hours for 2023/24 were estimated to be about 1650 hours, by 516 attendees over this period: this figure includes corporate volunteers in partnership with the East London Business Alliance (ELBA).

Remuneration Policy

The charity’s senior staff are employees of the City Corporation and, alongside all staff, pay is reviewed annually. The City Corporation is committed to attracting, recruiting and retaining skilled people and rewarding employees fairly for their contribution. As part of this commitment, staff are regularly appraised and, subject to performance, eligible for the payment of recognition awards.

The above policy applies to staff within the charity’s key management personnel, as defined within note 9 to the financial statements.

The charity is committed to equal opportunities for all employees. An Equality, Diversity and Inclusion Sub-Committee has been established to actively promote equality, diversity and inclusion in service delivery and employment practices. The sub-committee is responsible for monitoring the delivery of the Equality and Inclusion Action Plan and progress against the Equality Objectives. This also includes addressing the City Corporation’s gender, ethnicity and disability pay gaps.

Our Equality Objectives 2024-2029 have recently been published and are positioned as a dynamic crosscutting framework for advancing and integrating the City Corporation’s commitment to equity, equality, diversity and inclusion as a leader, employer, and service provider. They are collectively owned across all departments and institutions.

Senior staff posts of the City Corporation are individually evaluated and assessed independently against the external market allowing each post to be allocated an individual salary range within the relevant grade, which incorporates market factors as well as corporate importance.

Fundraising

Section 162a of the Charities Act 2011 requires charities to make a statement regarding fundraising activities. The legislation defines fundraising as “soliciting or otherwise procuring money or other property for charitable purposes”. Although the West Ham Park charity does not undertake widespread fundraising from the general public, any such amounts receivable are presented in the financial statements as “voluntary income” including grants.

In relation to the above we confirm that all solicitations are managed internally, without involvement of commercial participators or professional fund-raisers, or third parties. The day-to-day management of all income generation is delegated to the executive team, who are accountable to the trustee. The charity is not bound by any regulatory scheme and does not consider it necessary to comply with any voluntary code of practice.

In December 2020, a donations page was added to the West Ham Park internet pages, inviting and enabling the public to make on-line donations to the West Ham Park Playground Refurbishment campaign. Individuals are not approached for funds.

The charity has received no complaints in relation to fundraising activities in 2023/24 (2022/23: nil).

Public benefit statement

The trustee confirms that it has referred to the guidance contained in the Charity Commission’s general guidance on public benefit when reviewing West Ham Park aims and objectives and in planning future activities. The purpose of the charity is to maintain and preserve the Park in perpetuity by the City of London Corporation as the Conservators of West Ham Park “as open public grounds and gardens for the resort and recreation of adults and as playgrounds for children and youth.

Consequently, the Trustee considers that West Ham Park operates to benefit the general public and satisfies the public benefit test.

REFERENCE AND ADMINISTRATIVE DETAILS

The administrative details of the charity are stated on page 30.

ACHIEVEMENTS AND PERFORMANCE

Key Targets for 2023/24 and review of achievement

Maintain Green Flag Award and Green Heritage Accreditation for 2023/24

West Ham Park has won both the Green Flag award and Green Heritage Site Accreditation in 2023/24 and has done so for around 20 years thanks to the dedicated staff and volunteers.

Achieve budgeted income and expenditure targets for West Ham Park Charity

Delivery of a balanced budget, and achievement of financial savings as required through a combination of reducing expenditure and appropriate income generation activities.

Support the implementation of the restructure involving a review of operational arrangements.

Staff consultation was launched on 25 January 2023 and final version of restructure was implemented during 2023/2024.

Tree work – complete backlog of tree safety priority works.

This work was completed during the 2023/24 financial year improving the safety for park users.

Artificial cricket pitches completed at West Ham Park

This work was completed during the 2023/24 fiscal year and represents an ability of the charity to ensure that cricket remains an accessible activity in the park.

Playground

The Playground Project is still in progress, we are currently addressing the snagging list, with the work to be completed in 2024/25.

Continued partnership with Lawn Tennis Association (LTA)

Officers continued to work closely with the Lawn Tennis Association on the provision of tennis at West Ham Park, an update to and modernisation of the tennis coaching agreement, and exploration of the introduction of padel at the park.

ULEZ-compliant vehicles

No ULEZ compliant vehicles were purchased in 2023/24 due to staffing and budget adjustments following the City Corporation's internal reorganisation. We will work with the Transport Compliance Team to put a plan in place to replace the one non-ULEZ compliant transit van they have at West Ham Park.

Sports partnerships

Officers worked closely with sports groups and sports facility users to ensure access and inclusive use of the facilities, have worked closely with the Lawn Tennis Association on the provision of tennis at West Ham Park and potential introduction of padel at the park, and developed existing and new sports partnerships as part of the sports-related portion of the park's 150th anniversary celebration in July 2024.

PLANS FOR FUTURE PERIODS

The team will focus on delivering the following key projects over the next 12 months.

Key projects for 2024/25 include:

- WHP 150th Event – deliver a comprehensive programme of events to celebrate the park's 150th anniversary.
- Continue with required tree works - review existing contracts for tree surveys and tree works to ensure best practice and efficiency of operation.
- Complete an update of the West Ham Management Plan
- Maintain Green Flag and Green Heritage Awards
- Work with colleagues to support development of the Income Generation Strategy with respect to Natural Environment Division, North London Open Spaces and West Ham Park.
- Complete procurement for food vendors for all spaces on West Ham Park
- Explore possibilities for projects to increase natural capital and biodiversity net gain across West Ham Park based on recent Natural Capital Audit report.
- Review provision of sports at the park, including tennis and Padel
- Review existing licenses and booking systems for sports facilities on West Ham Park.
- Complete remaining components of playground project, including native hedgerow and tree planting around perimeter.

The Trustee is monitoring the situation and will continue with its plans to hold West Ham Park on trust forever “as open public grounds and gardens for the resort and recreation for adults and as playground for children and youth”.

FINANCIAL REVIEW

Overview of Financial Performance

Income

In 2023/24 the charity's total income for the year was £1,588,978, an overall decrease of £629,699 against the previous year (£2,218,677). The principal source of income was from the City of London Corporation's City's Estate fund (see below).

Income from Charitable Activities comprised £51,684 from fees charged (2022/23: £48,156) and £302,306 from rents (2022/23: £236,620) with income remaining broadly consistent with the previous year.

Donations - being amounts received from the public through donations. Donations can be made on the West Ham Park webpage, to the West Ham Park Playground Refurbishment project. In total, £100 in restricted donations was received during the year (2022/23: £85) with this donations income being fully spent during 2023/24. £530 in unrestricted donations were also received in the year (2022/23: £125).

Interest of £791 from cash held following the sale of property was received (2022/23: £791).

An amount of £1,233,567 (2022/23: £1,932,900) was received from the City of London Corporation's City's Estate as a contribution towards the running costs of the charity. The decrease from the previous year is largely explained by funding received to finance capital expenditure associated with the renovation of the playground in 2022/23.

Expenditure

Total expenditure for the year was £1,667,395, with all expenditure relating to charitable activities (2022/23: £1,452,709). The increase in expenditure is due to additional equipment and materials purchases taking place as well as an increase in recharges from support service departments.

Funds held

The charity's total funds held decreased by £20,547 to £877,156 as at 31 March 2024 (2022/23: £955,572).

The charity's designated funds consist of unrestricted income funds which the Trustee has chosen to set aside for specific purposes. Such designations are not legally binding, and the Trustee can decide to "un-designate" these funds at any time. Designations as at 31 March 2024 totalled £877,156 (2022/23: £954,091). The decrease in designated funds is due to depreciation being incurred on vehicles and equipment offset slightly by additional capital expenditure in relation to the refurbishment of the playground. These designated funds represent the net book value of fixed assets held.

A restricted fund of £nil (2022/23: £1,481) was held at year-end. The balance of the Campaign Donations for the West Ham Park Playground Refurbishment project was used during 2023/24.

Details of all funds held, including their purposes, is set out within note 14 to the financial statements.

Reserves

The charity is wholly supported by the City of London Corporation which is committed to maintain and preserve West Ham Park out of its City's Estate Funds. These Funds are used to meet the deficit on running expenses on a year by year basis. Consequently, this charity has no free reserves and a reserves policy is considered by the trustee to be inappropriate.

Donations are now being sought and these may be carried forward but there is currently no intention to hold them as a minimum amount owing to the deficit funded status of the Charity.

Principal Risks and Uncertainties

The charity is committed to a programme of risk management as an element of its strategy to preserve the charity's assets. In order to embed sound practice the senior leadership team ensures that risk management policies are applied, that there is an on-going review of activity and that appropriate advice and support is provided. A key risk register has been prepared for the charity, which has been reviewed by the Trustee. This identifies the potential impact of key risks and the measures which are in place to mitigate such risks.

The principal risks faced by the charity, and actions taken to manage them are as follows:

Risk	Actions to manage risks
Decline in condition of assets	Schedule of statutory checks and visits are held and carried out by the City Surveyor's Department (CSD) or delegated to officers at the site. Annual inspections of all buildings, including residential properties, are carried out jointly by local officers and CSD to capture maintenance needs. The annual works programme is reviewed regularly with the CSD. A full review of Natural Environment assets is underway. The outcome will include detailed asset management plans for West Ham Park
Budget Pressures	Regular reviewing and forecasting of year end budget position is undertaken with Chamberlain's Department. The new structure includes the appointment of a Head of Business Development for the Natural Environment Division who will focus on income generation.
Adverse impacts of extreme weather and climate change	Increased variety of species planted in order to 'spread the risk', e.g. more drought tolerant species and those better able to cope with a range of temperatures/ rainfall levels. Captured in strategic documents e.g. CoL Tree Strategy SPD. An Extreme Weather Protocol is in place and has been used several times due to recent storms. This improves the ability

	to reduce the risk by closing sites before extreme weather events occur.
Risk to health and safety	Officers continue to develop a positive culture of reporting accidents, incidents and near-misses.
Recruitment of suitable staff	Support and training will be provided for existing and new staff to enable the creation of strong, supportive teams with consistent management support and good development opportunities.
Tree Failure	A tree management system is in place which includes regular inspections. Officers continue to enforce the Extreme Weather Protocol and close relevant sites/parts of sites to be closed during extreme weather events. The Natural Environment Division's Tree Safety Policy will be reviewed in liaison with colleagues across the Division to ensure it is fit for purpose and updated as necessary.
Negative impacts of pests and diseases	Tree inspections for Spring and Summer 2023 were undertaken and resultant works will be carried out. An annual programme is in place for cyclical inspections and is being met. Relationships with industry bodies and neighbouring local authorities continue to be maintained.
Impacts of anti-social behaviour on staff and site public behaviour	Officers continue to work with the Metropolitan Police, schools' liaison and Safer Neighbourhood Teams, and the London Borough of Newham's Community Safety Team as necessary.

There is a comprehensive system in place for monitoring each of these risks and mitigating actions are undertaken including training, strengthening controls and plans of action.

TRUSTEE'S RESPONSIBILITIES

The Trustee is responsible for preparing the Annual Report and the financial statements in accordance with applicable law and regulations.

Charity law requires the Trustee to prepare financial statements for each financial year in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under charity law the Trustee must not approve the financial statements unless the Trustee is satisfied that they give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charity for that period. In preparing these financial statements, the Trustee is required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Trustee is responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable the Trustee to ensure that the financial statements comply with the Charities Act 2011. The Trustee is also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the Trustee is aware:

- there is no relevant audit information of which the charity's auditors are unaware; and
- the Trustee has taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

Financial statements are published on the Trustee's website in accordance with legislation in the United Kingdom governing the preparation and dissemination of financial statements, which may vary from legislation in other jurisdictions. The maintenance and integrity of the Trustee's website is the responsibility of the Trustee. The Trustee's responsibility also extends to the ongoing integrity of the financial statements contained therein.

Adopted and signed for on behalf of the Trustee.



Henry Nicholas Almroth Colthurst,
Deputy Chairman of Finance Committee
of The City of London Corporation

Guildhall, London

30 January 2025



Randall Keith Anderson, Deputy
Deputy Chairman of Finance Committee
of The City of London Corporation

INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEE OF WEST HAM PARK

Opinion

We have audited the financial statements of West Ham Park ('the charity') for the year ended 31 March 2024 which comprise the statement of financial activities, the balance sheet and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the Charity's affairs as at 31 March 2024 and of its incoming resources and application of resources for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the Charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the Trustee's use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the Charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Trustee with respect to going concern are described in the relevant sections of this report.

Other information

The Trustee are responsible for the other information contained within the annual report. The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are

required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the Trustee's report; or
- sufficient and proper accounting records have not been kept by the Charity; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of Trustee

As explained more fully in the Trustee's responsibilities statement set out on page 11 and 12, the Trustee are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustee determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Trustee is responsible for assessing the Charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustee either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 144 of the Charities Act 2011, and report in accordance with the Acts and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Details of the extent to which the audit was considered capable of detecting irregularities, including fraud and non-compliance with laws and regulations are set out below.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at:

www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Extent to which the audit was considered capable of detecting irregularities, including fraud

Irregularities, including fraud, are instances of non-compliance with laws and

regulations. We identified and assessed the risks of material misstatement of the financial statements from irregularities, whether due to fraud or error, and discussed these between our audit team members. We then designed and performed audit procedures responsive to those risks, including obtaining audit evidence sufficient and appropriate to provide a basis for our opinion.

We obtained an understanding of the legal and regulatory frameworks within which the Charity operates, focusing on those laws and regulations that have a direct effect on the determination of material amounts and disclosures in the financial statements. The laws and regulations we considered in this context were the Charities Act 2011 together with the Charities SORP (FRS102) 2019. We assessed the required compliance with these laws and regulations as part of our audit procedures on the related financial statement items.

In addition, we considered provisions of other laws and regulations that do not have a direct effect on the financial statements but compliance with which might be fundamental to the Charity's ability to operate or to avoid a material penalty. We also considered the opportunities and incentives that may exist within the charity for fraud. The laws and regulations we considered in this context for the UK operations were General Data Protection Regulation (GDPR), Anti-fraud, bribery and corruption legislation, Health and safety legislation, and Employment legislation.

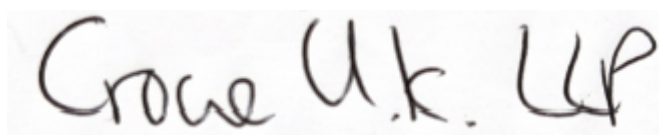
Auditing standards limit the required audit procedures to identify non-compliance with these laws and regulations to enquiry of the Trustee and other management and inspection of regulatory and legal correspondence, if any.

We identified the greatest risk of material impact on the financial statements from irregularities, including fraud, to be within the timing of recognition of income, and the override of controls by management. Our audit procedures to respond to these risks included enquiries of management, internal audit, legal counsel and the Audit & Risk Committee about their own identification and assessment of the risks of irregularities, sample testing on the posting of journals, reviewing accounting estimates for biases, reviewing regulatory correspondence with the Charity Commission, and reading minutes of meetings of those charged with governance.

Owing to the inherent limitations of an audit, there is an unavoidable risk that we may not have detected some material misstatements in the financial statements, even though we have properly planned and performed our audit in accordance with auditing standards. For example, the further removed non-compliance with laws and regulations (irregularities) is from the events and transactions reflected in the financial statements, the less likely the inherently limited procedures required by auditing standards would identify it. In addition, as with any audit, there remained a higher risk of non-detection of irregularities, as these may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal controls. We are not responsible for preventing non-compliance and cannot be expected to detect non-compliance with all laws and regulations.

Use of our report

This report is made solely to the charity's Trustee, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's Trustee those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's Trustee as a body, for our audit work, for this report, or for the opinions we have formed.

A handwritten signature in dark ink that reads "Crowe U.K. LLP". The handwriting is cursive and somewhat informal.

Crowe U.K. LLP

Statutory Auditor

55 Ludgate Hill, London, EC4M 7JW

31.01.2025

Crowe U.K. LLP is eligible for appointment as auditor of the charity by virtue of its eligibility for appointment as auditor of a company under section 1212 of the Companies Act 2006.

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 MARCH 2024

	Notes	Unrestricted Funds £	Restricted Funds £	2023/24 £	2022/23 £
Income from:					
Voluntary activities	2	530	100	630	210
Charitable activities	3	353,990	-	353,990	284,776
Grant from City of London Corporation	4	1,233,567	-	1,233,567	1,932,900
Investments	5	791	-	791	791
Total income		1,588,878	100	1,588,978	2,218,677
Expenditure on:					
Charitable activities:					
Maintenance and preservation of West Ham Park	6	1,665,813	1,581	1,667,394	1,452,709
Total expenditure		1,665,813	1,581	1,667,394	1,452,709
Net income and net movement in funds		(76,935)	(1,481)	(78,416)	765,968
Reconciliation of funds:					
Total funds brought forward (as at 1 April 2023)	14	954,091	1,481	955,572	189,604
Total funds carried forward	14	877,156	-	877,156	955,572

All of the above results are derived from continuing activities.

There were no other recognised gains and losses other than those shown above.

The notes on pages 19 to 30 form part of these financial statements.

BALANCE SHEET**AS AT MARCH 2024**

	Notes	2024 Total £	2023 Total £
Fixed assets:			
Tangible assets	10	877,156	954,091
Total fixed assets		877,156	954,091
Current assets:			
Debtors	11	26,393	51,789
Cash at bank and in hand		89,930	59,472
Total current assets		116,323	111,261
Creditors: Amounts falling due within one year	12	(116,323)	(109,780)
Net current assets		-	1,481
Total assets less current liabilities		877,156	955,572
The funds of the charity:			
Restricted income funds	14	-	1,481
Unrestricted income funds	14	877,156	954,091
Total funds		877,156	955,572

The notes on pages 19 to 30 form part of these financial statements Approved and signed on behalf of the Trustee.



Caroline Al-Beyerty

Chamberlain of London and Chief Financial Officer

30th January 2025

NOTES TO THE FINANCIAL STATEMENTS

1. ACCOUNTING POLICIES

The following accounting policies have been applied consistently in dealing with items that are considered material in relation to the financial statements of the charity.

(a) Basis of Preparation

The financial statements of the charity, which is a public benefit entity under FRS102, have been prepared under the historical cost convention and in accordance with the Accounting and Reporting by Charities: Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (second edition effective 1 January 2019) and the Charities Act 2011.

(b) Going concern

The financial statements have been prepared on a going concern basis as the Trustee considers that there are no material uncertainties about the charity's ability to continue as a going concern. The charity's governing documents place an obligation on the City of London Corporation to preserve the open spaces for the benefit of the public. Funding is provided from the City of London Corporation's City's Estate. On an annual basis, a medium-term financial forecast is prepared for City's Estate, covering the next 5 years from the period covered by these financial statements. The latest forecast anticipates that adequate funds will be available in the 12 months from the date of these financial statements being signed to enable the charity to continue to fulfil its obligations.

In making this assessment, the Trustee has considered the potential ongoing impact of current high inflationary pressures on the financial position, including future income levels and planned expenditure and the liquidity of the charity over the next 12-month period. For these reasons the Trustee continues to adopt a going concern basis for the preparation of the financial statements.

(c) Key management judgements and assumptions

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the application of policies and reported amounts of assets and liabilities, income and expenditure. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances, the result of which form the basis of decisions about carrying values of assets and liabilities that are not readily apparent from other sources. The resulting accounting estimates will, by definition, seldom equal the related actual results.

Estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised and in any future periods affected. Management do not consider there to be any material revisions requiring disclosure.

In preparing the financial statements, management has made the following key judgements: useful economic life of fixed assets.

(d) Statement of Cash Flows

The charity has taken advantage of the exemption in FRS102 (paragraph 1.12b) from the requirement to produce a statement of cash flows on the grounds that it is a qualifying entity.

A Statement of Cash Flows is included within the City's Estate Annual Report and Financial Statements 2023 which is publicly available at www.cityoflondon.gov.uk.

(e) Income

All income is included in the Statements of Financial Activities (SOFA) when the charity is legally entitled to the income; it is more likely than not that economic benefit associated with the transaction will come to the charity and the amount can be quantified with reasonable certainty. Income consists of donations, charges for use of facilities, contributions, grants (including government grants), investment income, interest, sales and rental income.

The City of London Corporation's City's Estate meets the deficit on running expenses of the charity and also provides funding for certain capital works. This income is considered due each year end once the deficit on running expenses and capital works funding has been confirmed, and is recognised in the SOFA at this point.

(f) Expenditure

Expenditure is accounted for on an accruals basis and has been classified under the principal categories of 'expenditure on raising funds' and 'expenditure on charitable activities'. Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required, and the amount of the obligation can be measured reliably.

Governance costs include the costs of governance arrangements which relate to the general running of the charity as opposed to the direct management of functions inherent in the activities undertaken. These include the costs associated with constitutional and statutory requirements such as the cost of Trustee meetings.

Support costs (including governance costs) include activities undertaken by the City Corporation on behalf of the charity, such as human resources, digital services, legal support, accounting services, committee administration, public relations and premises costs. These costs are recharged to the charity and the basis of the cost allocation is set out in note 7.

The Trustee, the City Corporation, accounts centrally for all payroll related deductions. As a result, the charity accounts for all such sums due as having been paid.

(g) Pension Costs

Staff are employed by the City of London Corporation and are eligible to contribute to the City of London Local Government Pension Fund, which is a funded defined benefit scheme. The estimated net deficit on the Fund is the responsibility of the City of London Corporation as a whole, as one employer, rather than the specific responsibility of any of its three main funds (City Fund, City's Estate and Bridge House Estates) or the trusts it supports.

The Fund's estimated net liability has been determined by independent actuaries in accordance with FRS102 as £49.9m as at 31 March 2024 (£142.6m as at 31 March 2023). Since any net deficit is apportioned between the financial statements of the City

of London's three main funds, the charity's Trustee does not anticipate that any of the liability will fall on the charity. The charity is unable to identify its share of the pension scheme assets and liabilities and therefore the Pension Fund is accounted for as a defined contribution scheme in these financial statements.

Barnett Waddingham, an independent actuary, carried out the latest triennial actuarial assessment of the scheme as at 31 March 2022, using the projected unit method. The 31 March 2022 valuation was carried out in 2022/23 and has set contribution rates for the period 01 April 2023 to 31 March 2026 at 21%. Contribution rates adopted for the financial years 2020/21 2021/22 and 2022/23 were set at 21%.

(h) Taxation

The charity meets the definition of a charitable trust for UK income tax purposes, as set out in Paragraph 1 Schedule 6 of the Finance Act 2010. Accordingly, the charity is exempt from UK taxation in respect of income or capital gains under part 10 of the Income Tax Act 2007 or section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

(i) Fixed Assets

Heritage Land and Associated Buildings

West Ham Park comprises 31 hectares (77 acres) of land, together with associated buildings, located in the London Borough of Newham. The objects of the charity are to hold West Ham Park as open public grounds and gardens for the resort and recreation for adults and as a playground for children and youths. West Ham Park is considered to be inalienable (i.e. may not be disposed of without specific statutory powers).

Land and the original associated buildings are considered to be heritage assets. In respect of the original land and buildings, cost or valuation amounts are not included in these financial statements as reliable cost information is not available and a significant cost would be involved in the reconstruction of past accounting records, or in the valuation, which would be onerous compared to the benefit to the users of these accounts.

Additions to the original land and capital expenditure on buildings and other assets would be included as fixed assets at historic cost, less provision for depreciation and any impairment, where this cost can be reliably measured. Heritage assets are reviewed annually for impairment.

Tangible Fixed Assets

Assets that are capable of being used for more than one year and have a cost greater than £50,000 are capitalised. Such assets are stated at cost less accumulated depreciation and accumulated impairment losses. Depreciation is charged on a straight-line basis, in order to write off each asset over its estimated useful life as follows. Land is not depreciated.

	Years
Equipment	5 to 25

(j) Cash

Cash and cash equivalents include cash in hand, overdrafts (if any) and short term deposits and other instruments held as part of the Corporation's treasury management activities with original maturities of three months or less.

(k) Funds structure

Income, expenditure and gains/losses are allocated to particular funds according to their purpose:

Restricted Funds – These include income that is subject to specific restrictions imposed by donors, with related expenditure deducted when incurred.

Unrestricted Income Funds – these funds can be used in accordance with the charitable objectives at the discretion of the Trustee and includes income generated by assets held representing unrestricted funds. Specifically, this represents any surplus of income over expenditure for the charity which is carried forward to meet the requirements of future years, known as free reserves.

Designated Funds – these are funds set aside by the Trustee from the unrestricted funds for a specific purpose.

(l) Insurance

The charity, elected Members and staff supporting the charity's administration are covered by the City Corporation's insurance liability policies, and otherwise under the indemnity the City Corporation provides to Members and staff, funded from City's Estate.

2. INCOME FROM VOLUNTARY ACTIVITIES

	Unrestricted funds	Restricted funds	Total 2023/24	Unrestricted funds	Restricted funds	Total 2022/23
	£	£	£	£	£	£
Donations and legacies	530	100	630	125	85	210

3. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted funds 2023/24	Unrestricted funds 2022/23
	£	£
Charges for use of facilities	51,684	48,156
Rental income	302,306	236,620
Total	353,990	284,776

4. INCOME FROM THE CITY OF LONDON CORPORATION

	Unrestricted funds 2023/24 £	Unrestricted funds 2022/23 £
Revenue and capital grants from City of London Corporation	1,233,567	1,932,900

5. INCOME FROM INVESTMENTS

	Unrestricted funds 2023/24 £	Unrestricted funds 2022/23 £
Bank interest	791	791

Income for the year included:

Donations – being amounts received from the public through donations. In December 2020, a donations page was created on the West Ham Park webpage, inviting and enabling the public to make on-line donations to the West Ham Park Playground Refurbishment project.

Charitable activities – being amounts generated from the sales of leaflets, books, maps, cards and other publications relating to West Ham Park; charges made to the public for the use of facilities, admissions and services; and rental income from Strutt & Parker in relation to two lodges at 240 and 242 Upton Lane, from Territorial Army and Mobile Refreshment Facility licence respectively.

Grants from the City of London Corporation – being the amount received from the City of London Corporation's City's Estate to meet the deficit on running expenses of the charity, alongside funding for capital purchases.

Investments - interest from a capital receipt in respect of the sale of property.

6. EXPENDITURE

Expenditure on charitable activities

	Direct costs £	Support costs £	Total 2023/24 £	Direct costs £	Support costs £	Total 2022/23 £
Maintenance and preservation of West Ham Park	1,314,562	352,833	1,667,395	1,118,445	334,264	1,452,709

Charitable activity

Expenditure on the charitable activities includes labour, premises costs, equipment, materials and other supplies and services incurred in the running of West Ham Park.

Auditor's remuneration and fees for other services

Crowe U.K. LLP are the auditors of the City of London's City's Estate Fund and provide assurance services to all of the different charities of which it is Trustee. In 2023/24, an audit fee of £6,930 was recharged (2022/23: £5,500). No other services were provided to the charity by its auditors during the year (2022/23: £nil).

7. SUPPORT COSTS

Support costs include activities undertaken by the City of London Corporation on behalf of the Charity, such as human resources, digital services, legal support, accounting services, committee administration and premises costs. Such costs are determined on a departmental basis, and are allocated on a cost recovery basis to the charity based on time spent, with associated office accommodation charged proportionately to the space occupied by the respective activities, with the split of costs as follows:

Support costs

	Charitable activities £	Governance £	2023/24 £	2022/23 £
Department:				
Chamberlain	43,047	-	43,047	53,384
Comptroller & City Solicitor	19,008	-	19,008	9,817
Town Clerk	-	5,439	5,439	48,419
City Surveyor	126,536	-	126,536	50,478
Natural Environment directorate	87,027	-	87,027	116,192
Other governance & support costs	15,960	6,930	22,890	22,111
Digital Services	48,886	-	48,886	33,863
Sub-total	340,464	12,369	352,833	334,264
Reallocation of governance costs	12,369	(12,369)	-	-
Total	352,833	-	352,833	334,264

All support costs are undertaken from unrestricted funds. Governance costs are allocated based on a proportion of officer time spent on the administration of Trustee and Committee related meetings.

8. DETAILS OF STAFF COSTS

All staff that work on behalf of the charity are employed by the City Corporation. The average number of people directly undertaking activities on behalf of the charity during the year was 13.2 (2022/23: 13.5).

Amounts paid in respect of employees directly undertaking activities on behalf of the charity were as follows:

	2023/24	2022/23
	£	£
Salaries and wages	520,350	515,824
National Insurance costs	47,554	46,371
Employer's pension contributions	88,834	90,072
Total emoluments of employees	656,738	652,267

The number of directly charged employees whose emoluments (excluding employer's NI and pension contribution) for the year were over £60,000 was £nil (2022/23: £nil).

Remuneration of Key Management Personnel

The charity considers its key management personnel to comprise the Members of the City of London Corporation, acting collectively for the City Corporation in its capacity as the Trustee, and the Director of Natural Environment who manages the seven open spaces funded by the City of London Corporation. A proportion of the Directors' employment benefits are allocated to this charity.

Support is also provided by other chief officers and their departments from across the City of London Corporation, including the Town Clerk and Chief Executive, Chamberlain, Comptroller and City Solicitor and City Surveyor.

The amount of employee benefits received by key management personnel totalled £6,021 (2022/23: £18,906). The members of the Finance Committee of the City of London Corporation are not remunerated and expenses are not reimbursed for acting on behalf of the Trustee during 2023/24 (2022/23: nil).

9. HERITAGE ASSETS

Since 1874 the primary purpose of the charity has been the preservation of West Ham Park for the recreation and enjoyment of the public. As set out in Note 1(i), the original heritage land and buildings are not recognised in the Financial Statements. Policies for the preservation and management of West Ham Park are contained in the West Ham Park Management Plan 2020-25. Records of heritage assets owned and maintained by West Ham Park can be obtained from the Executive Director Environment at the principal address as stated on page 30.

10. TANGIBLE FIXED ASSETS

	Equipment
	£
Cost	
At 1 April 2023	1,086,598
Additions	6,594
Disposals	-
At 31 March 2024	1,093,192
Depreciation	
At 1 April 2023	132,507
Charge for the year	83,529
Disposals	-
At 31 March 2024	216,036
Net book value	
At 31 March 2024	877,156
At 31 March 2023	954,091

11. DEBTORS – AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024	2023
	£	£
Prepayments and accrued income	8,884	11,668
Recoverable VAT	5,008	26,530
Other Debtors	12,501	13,591
Total	26,393	51,789

Other debtors consist of sundry debtors of £11,073 (2022/23: £11,046) and rental debtors of £1,428 (2022/23: £2,545).

12. CREDITORS – AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024	2023
	£	£
Trade creditors	16,346	12,020
Accruals	40,804	20,525
Deferred income	40,099	39,280
Other creditors	19,074	37,955
Total	116,323	109,780

Other creditors consist of sundry creditors of £18,927 (2022/23: £37,809) and sundry deposits of £147 (2022/23: £147).

Deferred income relates to rental income received in advance for periods after the year-end.

	2024 £	2023 £
Deferred income analysis within creditors:		
Balance at 1 April	39,280	39,279
Amounts released to income	(39,280)	(39,279)
Amounts deferred in the year	40,099	39,280
Balance at 31 March	40,099	39,280

13. ANALYSIS OF NET ASSETS BY FUND

At 31 March 2024	Unrestricted income funds			Total at 31 March 2024	Total at 31 March 2023
	General funds £	Designated funds £	Restricted funds £	£	£
Tangible assets	-	877,156	-	877,156	954,091
Current assets	116,323	-	-	116,323	111,261
Current liabilities	(116,323)	-	-	(116,323)	(109,780)
Total	-	877,156	-	877,156	955,572

At 31 March 2023	Unrestricted income funds			Total at 31 March 2023	Restated as at 31 March 2022
	General funds £	Designated funds £	Restricted funds £	£	£
Tangible assets	-	954,091	-	954,091	109,888
Current assets	109,780	-	1,481	111,261	105,427
Current liabilities	(109,780)	-	-	(109,780)	(104,031)
Total	-	954,091	1,481	955,572	111,284

14. MOVEMENT IN FUNDS

At 31 March 2024	Total as at 1 April 2023 £	Income £	Expenditure £	Transfers £	Total as at 31 March 2024 £
Restricted funds:					
Campaign Donations	1,481	100	(1,581)		-
Total restricted funds	1,481	100	(1,581)	-	-
Unrestricted funds:					
General funds	-	1,582,284	(1,582,284)		-
Designated funds:					
Tangible fixed assets	954,091	6,594	(83,529)	-	877,156
Total designated funds	954,091	6,594	(83,529)	-	877,156
Total unrestricted funds	954,091	1,588,878	(1,665,813)	-	877,156
Total funds	955,572	1,588,978	(1,667,394)	-	877,156

At 31 March 2023	RESTATED Total as at 1 April 2022 £	Income £	Expenditure £	Transfers £	Total as at 31 March 2023 £
Restricted funds:					
Campaign Donations	1,396	85	-	-	1,481
Total restricted funds	1,396	85	-	-	1,481
Unrestricted funds:					
General funds	-	1,427,050	(1,427,050)	-	-
Designated funds:					
Tangible fixed assets	188,208	791,542	(25,659)	-	954,091
Total designated funds	188,208	791,542	(25,659)	-	954,091
Total unrestricted funds	188,208	2,218,592	(1,452,709)	-	954,091
Total funds	189,604	2,218,677	(1,452,709)	-	955,572

Purposes of restricted funds

The restricted fund for 'Campaign Donations' represents funds received from the public through donations. From December 2020, a donations page has been created on the West Ham Park webpage, inviting and enabling the public to make on-line donations to the West Ham Park Playground Refurbishment project. In total £100 was received during the year (2022/23: £85) with the full amount of donations received to date having been spent on the playground project during 2023/24

Purposes of designated funds

Designated funds have been set aside by the Trustee for the following purposes:

- i. *Fixed Assets* – Equipment is included at historic cost less accumulated depreciation and any impairment. As at 31 March 2024 the net book value of fixed assets relating to direct charitable purposes amounted to £877,156 (2022/23: £954,091).

15. RELATED PARTY TRANSACTIONS

The City Corporation is the sole Trustee of the charity, as describe on page 2. The City Corporation provides various services to the charity, the costs of which are recharged to the charity. This includes the provision of banking services, charging all transactions to the charity at cost and crediting or charging interest at a commercial rate. The cost of these services is included within expenditure, as set out in note 7.

The charity is consolidated within the accounts of City's Estate, a fund of the City of London Corporation (the City Corporation, the Corporate Trustee of the charity), by virtue of the deemed control arising from the provision of the shortfall between the charity's income and expenditure by City's Estate, whose place of business is Guildhall, London EC2P 2EJ. The principal purpose of City's Estate is to manage its investments in properties, stocks and shares to provide returns which allows the City Corporation to use the income for the provision of services that are of importance to the City and Greater London as well as nationally and internationally, and to maintain the asset base so that income will be available to fund services for the benefit of future generations. The financial statements of City's Estate can be obtained from the address provided above.

The charity is required to disclose information on related party transactions with bodies or individuals that have the potential to control or influence the charity. Members are required to disclose their interests, and these can be viewed online at www.cityoflondon.gov.uk.

Members and senior staff are requested to disclose all related party transactions, including instances where their close family has made such transaction.

Figures in brackets represent the amounts due at the balance sheet date. Other figures represent the value of the transactions during the year.

Related party	Connected party	2023/24 £	2022/23 £	Detail of transaction
City of London Corporation	The City of London Corporation is the Trustee for the charity	1,233,567 (nil)	1,932,900 (nil)	The City of London Corporation's City's Estate meets the deficit on running expenses of the charity
		352,832 (nil)	334,264 (nil)	Administrative services provided for the charity

REFERENCE AND ADMINISTRATION DETAILS

CHARITY NAME: West Ham Park

Registered charity number 206948

PRINCIPAL OFFICE OF THE CHARITY & THE CITY CORPORATION:

Guildhall, London, EC2P 2EJ

TRUSTEE:

The Mayor and Commonalty & Citizens of the City of London

SENIOR MANAGEMENT:

Chief Executive

Ian Thomas CBE - The Town Clerk and Chief Executive of the City of London Corporation

Treasurer

Caroline Al-Beyerty - The Chamberlain & Chief Financial Officer of the City of London Corporation

Solicitor

Michael Cogher - The Comptroller and City Solicitor of the City of London Corporation

Environment Department

Katie Stewart – Executive Director of Environment

Emily Brennan – Director of Natural Environment

AUDITORS:

Crowe U.K. LLP, 55 Ludgate Hill, London, EC4M 7JW

BANKERS:

Lloyds Bank Plc., P.O.Box 72, Bailey Drive, Gillingham Business Park, Kent ME8 0LS

Contact for The Chamberlain, to request copies of governance documents & of the Annual Report of City's Estate:

PA-ChamberlainSecretariat@cityoflondon.gov.uk