



West Ham Park Committee

Date: FRIDAY, 12 FEBRUARY 2021
Time: 12.15 pm, or on the rising of the Open Spaces and City Gardens Committee, whichever is later.
Venue: VIRTUAL PUBLIC MEETING (ACCESSIBLE REMOTELY)

Members: Oliver Sells QC (Chairman)
Caroline Haines (Deputy Chairman)
Graeme Doshi-Smith
Catherine Bickmore (External Member)
Karina Dostalova
Rafe Courage (External Member)
Alderman Ian Luder
Wendy Mead
Barbara Newman
Justin Meath-Baker (External Member)
Richard Gurney (External Member)
Cllr James Asser (External Member)
Cllr Tahmina Rahman (External Member)
Deputy John Tomlinson
Rev. Simon Nicholls (External Member)

Enquiries: Richard Holt
Richard.Holt@cityoflondon.gov.uk

Accessing the virtual public meeting

Members of the public can observe this virtual public meeting at the below link:

<https://youtu.be/1BxWXZsw8ws>

This meeting will be a virtual meeting and therefore will not take place in a physical location following regulations made under Section 78 of the Coronavirus Act 2020. A recording of the public meeting will be available via the above link following the end of the public meeting for up to one municipal year. Please note: Online meeting recordings do not constitute the formal minutes of the meeting; minutes are written and are available on the City of London Corporation's website. Recordings may be edited, at the discretion of the proper officer, to remove any inappropriate material.

John Barradell
Town Clerk and Chief Executive

AGENDA

1. **APOLOGIES**

2. **DECLARATIONS OF INTEREST UNDER THE CODE OF CONDUCT**

3. **MINUTES**

To agree the draft public minutes and non-public summary of the previous meeting of the West Ham Park Committee held on the 2nd of December 2020.

For Decision
(Pages 1 - 4)

4. **TERMS OF REFERENCE**

Report of the Town Clerk.

For Decision
(Pages 5 - 8)

5. **SUPERINTENDENT' UPDATE**

Report of the Director of Open Spaces.

For Information
(Pages 9 - 12)

6. **FEES AND CHARGES REVIEW**

Report of the Director of Open Spaces.

For Decision
(Pages 13 - 22)

7. **DEPARTMENTAL AND SERVICE COMMITTEE BUDGET ESTIMATES 2021/22**

Joint report of the Director of Open Spaces and Chamberlain.

For Decision
(Pages 23 - 36)

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

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

10. **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.

For Decision

Non-public Agenda

11. **NON-PUBLIC MINUTES**

To agree the non-public minutes of the previous meeting of the West Ham Park Committee held on the 2nd of December 2020.

For Decision
(Pages 37 - 38)

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

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

This page is intentionally left blank

WEST HAM PARK COMMITTEE **Wednesday, 2 December 2020**

Minutes of the meeting of the West Ham Park Committee held remotely on
Wednesday, 2 December 2020 at 12.15 pm

Present

Members:

Oliver Sells QC (Chairman)
Caroline Haines (Deputy Chairman)
Graeme Doshi-Smith
Alderman Ian Luder
Wendy Mead
Barbara Newman
Cllr James Asser
Catherine Bickmore
Justin Meath-Baker
Richard Gurney

Officers:

Richard Holt	- Town Clerk's Department
Chris Rumbles	- Town Clerk's Department
Kristina Drake	- Town Clerk's Department
Phillip Saunders	- Remembrancer's Department
Edward Wood	- Comptroller and City Solicitor's Department
Colin Buttery	- Director of Open Spaces
Gerry Kiefer	- Business Manager, Open Spaces
Mark Jarvis	- Chamberlain's Department
Lucy Stowell Smith	- West Ham Park Manager
Aqib Hussain	- Chamberlain's Department
Alison Bunn	- City Surveyor's Department
Martin Rodman	- Superintendent, West Ham Park and City Gardens
Fiona Mckeith	- City Surveyor's Department
Gurjar Madhur	- Open Spaces Department

1. APOLOGIES

Apologies were received from Karina Dostalova, Robert Cazenove and Deputy John Tomlinson.

2. DECLARATIONS OF INTEREST UNDER THE CODE OF CONDUCT

No declarations were received.

3. **MINUTES**

The Committee considered the public minutes of the West Ham Park Committee meeting held on the 13th of October 2020.

RESOLVED- That the public minutes of the West Ham Park Committee meeting held on the 13th of October 2020 be approved as an accurate record.

4. **WEST HAM PARK PLAYGROUND REFURBISHMENT**

The Committee considered a report of the Director of Open Spaces on the West Ham Park Playground refurbishment project. The Director of Open Spaces introduced the report and highlighted the financial context of the City of London Corporation noting the effect this had on the options for the project. The Chairman noted that it was important to move forward with the funding secured and explore further options, that might become possible later, at an appropriate stage. A Member agreed noting that any undue delay to the project could cause agreed funding to be withdrawn. The Deputy Chairman informed the Committee that further funding sources were being explored.

Responding to a Member's query the Director of Open Spaces confirmed that the playground was reviewed for safety weekly by Officers and on an annual basis by external consultants.

RESOLVED- That: -

- I. The revised budget of £864,775 and Option 2 be agreed for refurbishing the playground within the existing footprint be implemented, to be funded from the resources previously identified for this scheme be approved; and
- II. That the revised scope of the project be approved; and
- III. That the Costed Risk Provision of £155,000 be approved.

5. **DRAFT OPEN SPACES DEPARTMENT BUSINESS PLAN FOR 2021/22**

The Committee considered a report of the Director of Open Spaces on the Draft Open Spaces Department Business Plan 2021/22.

The responding to a query the Director of Open Spaces explained that options for carbon sequestration would be explored across all of the open spaces, however that the larger spaces more be prioritised for this work as they presented the most opportunities.

RESOLVED- That the report be noted.

6. **DEPARTMENTAL BUSINESS PLAN 2020/21 - SIX MONTH PERFORMANCE UPDATE: APRIL TO SEPT 2020**

The Committee received a report of the Director of Open Spaces on the Departmental Business Plan 2020/21 Six-month performance update for April to Sept 2020.

RESOLVED- That the report be noted.

7. PARK MANAGER'S UPDATE

The Committee received a report of the Director of Open Spaces on the Park Managers update. The Director of Open Spaces introduced the report and highlighted the visit of the Lady Mayoress to West Ham Park. The Chairman commented on the success of the Lady Mayoress' visit.

A Committee member questioned why a full-time park Keeper, who left the West Ham Park Team in November, had been replaced with two temporary members of staff. The Director of Open Spaces explained that this was in accordance with efficiencies, which had been agreed across the City of London Corporation, any staff hired are to be on fixed term contract.

RESOLVED- That the report be noted.

8. CWP 21/22 UPDATED BID REPORT

The Committee received a report of the City Surveyor on the CWP 21/22 Updated Bid Report.

RESOLVED- That the report be noted

9. PLANNING WHITE PAPER

The Committee received a report of the Remembrancer on the Planning White Paper.

Responding to a query from a Committee member the Director of Open Spaces explained that the open spaces listed in paragraph 8 were those with specific legislation and this not intended to be a complete list of important open spaces managed by the City of London Corporation.

RESOLVED- That the report be noted.

10. SUMMARY OF KEY OPEN SPACES MEDIA COVERAGE: OCTOBER TO NOVEMBER 2020

The Committee received a report of the Town Clerk on which provided a summary of a key open spaces media coverage from October to November 2020. The Chairman noted that he was open to suggestions for subject matters to include his regular article in the Newham Recorder. The Deputy Chairman added that she was open to liaise on the matters to include in social media.

RESOLVED- That the report be noted.

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

There were no questions received in the public session.

12. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT.

The Chairman thanked staff and volunteers for their contribution in an extortionary year. The Committee agreed and put on record its thanks to staff and volunteers. Responding to a query from the Deputy Chairman the Director of Open Spaces explained that options were being explored for convening the

annual Volunteer's Reception remotely as a recognition of the volunteers' contribution.

13. 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.

14. NON-PUBLIC MINUTES

The Committee considered the non-public minutes of the West Ham Park Committee meeting held on the 13th of October 2020.

RESOLVED- That the non-public minutes of the West Ham Park Committee meeting held on the 13th of October 2020 be approved as an accurate record

15. NURSERY UPDATE

The Committee received a report of the Director of Open Spaces on the Nursery update.

RESOLVED- That the report be noted.

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

There were no questions received in the non-public session.

17. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

There was no urgent business considered in the non-public session.

The meeting ended at 1.24 pm

Chairman

Contact Officer: Richard Holt
Richard.Holt@cityoflondon.gov.uk / 020 73323113

Committee:	Date:
West Ham Park Committee – For Decision	12 February 2021
Subject: West Ham Park Committee Terms of Reference	Public
Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly?	3,8,10
Does this proposal require extra revenue and/or capital spending?	N/A
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: Town Clerk	For Decision
Report author: Richard Holt – Town Clerk's Department	

Summary

As part of the post-implementation review of the changes made to the City Corporation's governance arrangements in 2011, it was agreed that all Committees should review their terms of reference annually. This is to enable any proposed changes to be considered in time for the annual reappointment of Committees by the Court of Common Council.

The terms of reference of the West Ham Park Committee are attached at Appendix 1 to this report for Members' consideration.

Recommendations

It is recommended that:

- the terms of reference of the West Ham Park Committee, subject to any comments, be approved for submission to the Court of Common Council in April, and that any further changes required in the lead up to the Court's appointment of Committees be delegated to the Town Clerk in consultation with the Chairman and Deputy Chairman; and
- Members consider whether any change is required to the frequency of the Committee's meetings.

Appendices

- Appendix 1 – Terms of Reference

Richard Holt

Committee and Member Services Officer

Town Clerk's Department

T: 020 7332 3008

E: Richard.Holt@cityoflondon.gov.uk

RUSSELL, Mayor	RESOLVED: That the Court of Common Council holden in the Guildhall of the City of London on Thursday 16 th July 2020, doth hereby appoint the following Committee until the first meeting of the Court in April, 2021.
----------------	--

WEST HAM PARK COMMITTEE

1. **Constitution**

A Non-Ward Committee consisting of,

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

2. **Quorum**

The quorum consists of any five Members.

3. **Membership 2020/21**

- 8 (4) Barbara Patricia Newman, C.B.E.
- 4 (4) John Tomlinson, Deputy
- 10 (3) Ian David Luder J.P., Alderman
- 7 (3) Graeme Martyn Doshi-Smith
- 3 (2) Caroline Wilma Haines
- 10 (2) Wendy Mead, O.B.E.
- 1 (1) Karina Dostalova
- 4 (1) Oliver Sells, Q.C.

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

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

- Catherine Bickmore
- Robert Cazenove
- Richard Gurney (Heir-at-Law)
- Justin Meath-Baker

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

- The Revd. Canon Alex Summers

Two representatives appointed by the London Borough of Newham

- Councillor James Asser
- Councillor Tahmina Rahman

4. **Terms of Reference**

To:-

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

This page is intentionally left blank

Committee(s)	Dated:
West Ham Park Committee	12 February 2021
Subject: West Ham Park Managers Update	Public
Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly?	1, 2, 3, 4, 9, 10, 11, 12
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: Colin Buttery	For Information
Report author: Lucy Stowell-Smith	

Summary

This report provides an update to Members of the West Ham Park Committee on management and operational activities at West Ham Park since December 2021.

The funding for the work stated is met through the Park's local risk budget, apart from the Friends of West Ham Park's Exhibition which is being paid for by external funding raised by the Friend's group.

Recommendation

Members are asked to:

- Note the report

Main Report

Current Position

Budget and Personnel

1. **Budgets:** As stated in previous reports the budget continues to be impacted by lockdown. Facilities have been closed since November reducing the ability to generate income through sports. Due to COVID sickness and clinically vulnerable staff self-isolating, we have had to employ additional temporary staff, which will further impact on expenditure by approximately £10,000.
2. **Staffing:** As mentioned above there have been a number of unrelated COVID sicknesses in the Park. At times this has reduced one of our keeping teams (normally 5 members of staff) to 1 individual. Additional staff were brought in through Parkguard to help patrol, especially during busy weekends. All staff who were on site during the March – May period of the pandemic have been put forward for the COVID honorarium to recognise their efforts during this difficult period.

Community, Volunteering, Outreach and events

3. **Wild Schools:** Unfortunately due to lockdown restrictions, most planned educational sessions have been cancelled, however our most local primary school, Park Primary, continues to use the wildlife gardens for wild schools sessions with key worker children who are still attending school. The Park's Wild Schools officer is planning new sessions later in the spring when lockdown measures hopefully ease.
4. **Friends of West Ham Park:** The Friends held a collection for foodbanks in December, but all other normal activities such as Park in the Dark were cancelled. A small number of volunteers are continuing to maintain the vegetable garden and are working with our apprentice to plan for the year ahead. Maintenance sessions in the wildlife gardens are due to take place in the spring with a reduced number of volunteers, socially distanced as appropriate, if restrictions ease.

Operational activities

5. The Park continues to be much busier than we would normally expect for this time of year, but with shorter, wet and often cold days visitors are only staying for short periods and antisocial behaviour has been minimal. With a reduced number of staff, the team has focussed on core maintenance activities only.
6. **Playground:** Newham Council has granted planning permission for the playground project, which lasts for three years. If we are able to find additional funding this will give us the opportunity to extend the playground and convert the playground office into a small concession as per the original proposal. However, the Park Manager and Project Manager are currently working on the tender documents to appoint the main contractor to refurbish the playground within its original footprint. The project is a month behind schedule as both officers were off sick with COVID in December.
7. **Playground fundraising:** The donations page for the playground project is now live (see: <https://www.cityoflondon.gov.uk/things-to-do/green-spaces/west-ham-park/donate-to-us>). The Press Officer has sent out a press release to publicise this and a report will be brought to next committee with future plans for fundraising.

Property Matters

8. Nursery project: Savills Ltd has been instructed by City Surveyors to conduct a soft market testing exercise of the Nursery site. The information gained will help to inform the options for the next stage of reporting including strategy for disposal, budget and funding approval, for which Members have requested as much background detail as possible. A more detailed report will be brought to Members in April.

Report author

Lucy Stowell-Smith

West Ham Park Manager

E: lucy.stowell-smith@cityoflondon.gov.uk

T: 020 8475 7104

This page is intentionally left blank

Committee(s)	Dated:
West Ham Park Management Committee	12 February 2021
Subject: Fees and charges review	Public
Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly?	4,5,12
Does this proposal require extra revenue and/or capital spending?	No
If so, how much?	
What is the source of Funding?	
Has this Funding Source been agreed with the Chamberlain's Department?	
Report of: Director of Open Spaces	For Decision
Report author: Lucy Stowell-Smith	

Summary

Within the City of London Open Spaces, charges for sports activities are reviewed annually. This report summarises sports activity in West Ham Park throughout 2020 and sets out the proposed fees and charges for sports facilities for 2021/22.

Proposals are presented for a price increase of 1.3% in line RPI November 2020. Increases in prices are in line with benchmarking and a review of market competition as well as reflecting the cost to the charity for the provision of the activity. Additional generation of income will also help to offset the 12% budget reduction that is to be achieved in 2021/22

Recommendation(s)

Members are asked to:

- Approve the proposed schedule of charges (attached at Appendix 2) for sports facilities in West Ham Park for the 2021/22 financial year.

Main Report

Background

1. West Ham Park is situated in the London Borough of Newham which has one of the highest obesity and inactivity levels in London. Newham Council heavily subsidises sports provision across the borough to encourage local people to get more active and reduce these issues.
2. Charges for the wide range of recreation and sporting facilities that are provided in all the City Corporation's Open Spaces are reviewed annually. The proposed fees and charges include concessionary rates, offering a 40% discount on the standard adult charge, except where indicated.

3. Sports fees and charges are not based on full cost recovery and are significantly subsidised by West Ham Park Charity to promote participation in formal and informal recreation to support health and well-being.

Current Position

4. The Coronavirus pandemic has significantly impacted sports throughout 2020. Access to facilities has been restricted in line with government guidance. Only half of the cricket season was played, none of the normal football season has gone ahead to date. Tennis has been restricted at times, but numbers have surged when courts have been opened. Access to the green gym has also been restricted throughout lockdown phases and other informal recreation such as Thai chi was stopped.
5. Table 1 summarises the sports income for West Ham Park annually from 2017/18 and this financial year up to the end of December. Income targets have steadily increased year on year since 2017/18, to help offset budget reductions implemented across the City of London. Income for football, schools sports and cricket has been significantly impacted by COVID restrictions. Tennis court income and that from Cricket nets has been impacted less due to a high number of people still buying annual passes.

Table 1: Sports income and targets, West Ham Park

	2017/18	2018/19	2019/20	Dec 2020	Target Income
Cricket Nets	£ 1,428.00	£ 844.00	£ 1,549.00	£ 783	£ 1,000.
Cricket General	£ 5,410.00	£ 5,712.00	£ 6,248.25	£ 2,549	£ 6,000.
Football Pitches	£ 1,217.00	£ 1,456.00	£ 2,107.00	£ 250	£ 2,000.
Tennis Courts	£ 17,580.00	£ 24,377.14	£ 17,256.00	£ 22,927	£ 23,000.
School Sports	£ 2,624.00	£ 1,854.00	£ 2,340.00	£ 0	£ 3,000.
Total Income	£ 28,259.00	£ 34,243.14	£ 29,500.25	£ 26,732	£ 35,000.

6. Football: Interest has steadily grown in the WHP football facilities. Two junior teams use the grounds as their home pitch taking advantage of the newer 9-aside now available. The impacts of COVID19 meant increased restrictions around the changing rooms and an extra requirement of a Risk assessment from each team. When benchmarking charges against Newham's ground at Flanders field and the pitches at Wanstead flats, it is apparent that the park's charges are significantly less, therefore a gradual increase over the next 3 years is proposed in order to better align our fees.
7. Tennis: Whilst the impacts of the COVID-19 saw closure of the facilities for approximately 6 months throughout the year, we have still seen an increase in court usage. The court's usage for September 2018 - September 2019 was 12,449 hours and, for the same period 2019 – 20, 14,157 hours demonstrating a slight increase, which is very encouraging given the reduced opportunity to play.

8. The Annual Tennis Household pass has been successful for a second year with the number of annual family membership passes increasing despite the pandemic and reduced access to courts. Income generated in April – Dec 2019 was approx. £7,800 (260 memberships sold) and increased to £8,130 for the same period in 2020 (271 passes sold). There have been issues with users booking courts and then failing to turn up to play, as they have paid a one off annual membership fee there is no charge for each time they use the courts and no loss to them if they fail to attend. After advice and recommendations from the LTA and local partners we are proposing to revise the annual pass which currently allows a family of 4 to play for two hours a day, every day for £30 per annum. It is proposed that a £30 pass for individuals to play (for 1 hour, 3 times a week) be introduced along with a family pass for £40 (for a family of 4 to play for 1 hour 4 times per week) in order for our offer to be brought in line with that of other local operators. It is also proposed to simplify pay and play charges to a flat rate of £6 per court per hour.
9. *Tennis Come True*, the park's licensed coaches, have continued to coach on court whenever government restrictions have allowed. During the non-lockdown periods 571 individual players attended coaching sessions on a regular basis compared to 515 in 2019; 452 in 2018; and 325 in 2017. In their 'Work with Schools' project they managed to continue working with 3 schools in the local area providing breakfast, lunch and afterschool clubs as well as delivering some P.E. lessons. Despite all the closures and COVID-19 risk assessments at local levels, 225 pupils were involved in tennis lessons.
10. In conjunction with the LTA, the tennis coaches had several planned initiatives which unfortunately had to be cancelled. This included a Down's Syndrome Association project that would have provided free tennis lessons to individuals with the condition and that was due to be delivered in early spring. They had also planned to run two Big Tennis Weekends in May and September, however due to national restrictions they were unable to proceed. They did manage to deliver some official tournaments that were LTA Grade 5 and 6 and saw a total of 203 attendees. However, 19 tournaments had to be cancelled. Whilst the unfortunate events of 2020 have curtailed the potential of tennis uptake, we will continue to work with the coaches who continue to grow their membership with now over 1000 members this year.
11. Cricket: We welcomed the return of our regular cricket teams, however they could only play for half of the season, with numerous games being rained off. Capital Kids Cricket, our Youth cricket organisation, returned for part of the session of activities. During the height of the restrictions they managed to implement online sessions providing a range of activities which was an important lifeline for some of their young members. In partnership with COL, the Essex Cricket Board and Local Authority, they were able to secure some funding that will help towards grounds maintenance for the pitch in the park. We look forward to continuing working with the Capital Kids Cricket Team, to supporting the growth of their ventures and sustaining the incredible achievements that have seen successful and high output activities in the park in the future.

12. Schools Sports days: The impacts of the lockdown meant that none of our local schools were able to host their annual sports day this year. We have had an increased interest for use in 2021. Some schools are considering new PE initiatives embedded into their curriculum and plan for the park to be an integral part of that. This is heavily dependent on the schools' approach to COVID19 at a local level and any further national measures.
13. Events: No events have been permitted in the park throughout 2020 apart from small scale food bank collections that were organised by the Friends of West Ham Park. Its therefore proposed that the local events policy for West Ham Park and the fees and charges agreed in July 2019 are continued for another year to help support and encourage events being held in the park when restrictions allow.
14. Bringing Communities Together event and trial May fairground: Neither of these events went ahead in 2020 due to COVID restrictions which did not allow people to gather in large groups. If restrictions ease in 2021 it is proposed that these go ahead as planned on the following prospective dates:
 - a. Trial May fairground: 30th April to 3rd May (Fee: £4,300 + VAT)
 - b. Bringing Communities together event: 16th – 18th July (Fee £3,600 + VAT)
15. Again, it is not proposed to increase these fees in order to help to support the operators, who will most likely have to make amendments to their operating practices in order to be COVID safe.

Proposals

16. A benchmarking exercise took place in December 2020 to compare West Ham Park's sporting facilities with local competitors and other City sites (see Appendix 1). It is proposed that charges for 2021/22 be increased by 1.3% in line with November 2020 RPI increase rate as detailed unless benchmarking showed that the Parks rates were significantly above or below neighbouring facilities. It is proposed that these come into effect from the 1st April 2021 The proposed fees and charges include concessionary rates, offering a 40% discount on the standard adult charge.
17. Tennis Annual Household pass: change from £30 for a family ticket (2 hours of play per day, 7 days a week) to an Individual pass for £30 permitting a singles game for 1 hour, 3 times a week and a new Family pass for £40 (for a family of 4 to play for 1 hour 4 times per week).
18. It is proposed that event prices be held at the July 2019 report levels and honour the fees agreed last year for the trial fairground in May and the Bringing Communities together event in July.
19. The charges stated are inclusive of VAT, other than for block booking of football where more than ten games are booked each season (subject to meeting the conditions as set out by the HMRC).

Corporate & Strategic Implications

20. These charges support the Corporate Plan Policy aims and priorities
- Contribute to a flourishing society
 - Support a thriving economy
 - Shape outstanding environments

Financial

21. City Corporation Financial regulations provide that ‘When determining fees and charges to persons or external organisations, all departments should recover full costs, or submit reasons to the appropriate service Committee when that objective is not met.’ Full cost recovery on sports facilities provided by the Park cannot be achieved while Newham Council and other neighbouring boroughs continue to subsidise the provision elsewhere.

Legal implications:

22. The objects of the West Ham Park charity are to for ever maintain and preserve the park in a proper and ornamental condition as open public grounds and gardens for the resort and recreation of adults and as a playground for children and youth.
23. Under section 76 of the Public Health Acts Amendment Act 1907 (as amended by section 56 of the Public Health Act 1925 and applied to West Ham Park by section 4 of the City of London (Various Powers) Act 1933) the City of London Corporation may expressly also:
- Set apart any part of West Ham Park for the purpose of any game or recreation, charge reasonable sums for its use and exclude the public from the part set apart while it is in actual use for that purpose;
 - Provide any apparatus for games and recreations, and charge for their use, or let the right of providing any such apparatus to any person;
 - Provide and maintain pavilions or other buildings and conveniences and charge for admission

Charity

24. West Ham Park is a registered charity (number 206948). Charity Law obliges Members to ensure that the decisions they take in relation to the Charity must be taken in the best interests of the Charity.

Resource implications

25. Fees and charges are subsidised, and a full cost recovery model is not achieved in order to encourage physical activity. Charges are benchmarked locally with others to ensure we are competitive. Events prices reflect the whole cost to the charity and seek, as a minimum, whole cost recovery.

Equalities implications

26. Charitable and not for profit organisations receive a 40% discount on most fees and charges. This allows smaller and large charitable organisations and community groups to use the Park at a lower cost whilst still meeting the core costs to the West am Park charity from the impact of that activity.

Security and Risk implications

27. Licences and terms and conditions of using sports facilities ensure that activities held on and in West Ham Park comply with all health, safety and other relevant legislation and enables basic due diligence to be undertaken on the licensee or team or club.

Conclusion

28. The City seeks to maximise the use of the sporting activities in its Open Spaces and encourage active participation from all sections of the community. The approach to charging for sports activities and events in West Ham Park will continue to be reviewed annually, in the light of market conditions, user requirements and the implementation of local strategies.

Appendices

- **Appendix 1:** Benchmarking of West Ham Park sports charges
- **Appendix 2:** Summary of West Ham Park proposed charges for 2021/2022

Lucy Stowell-Smith

West Ham Park Manager

T: 07958 490894

E: lucy.stowell-smith@cityoflondon.gov.uk

Appendix 1: Benchmarking of West Ham Park sports charges

Cricket		Flanders Field (Bonny Downs)	WHP 20-21 current	Inflation 1.3%	Proposed change	WHP 21-22 Current	Notes	
Adult	7 games, plus free use of 1 practice net, 1 evening per week & free use of dressing rooms	£765 (6 and over)	£730.00	£739.49	Inflation	£740.00	Increase by inflation at 1.3% in line with RPI 2020	
	Single match - day	£150.00	£124.00	£125.61	x 2 artificial	£126.00		
	Single match - 4 hours (artifical)	£100.00	£62.00	£62.81	Inflation	£63.00		
	Nets - per hour	£15.00	£9.00	£9.12	Benchmark	£15.00	Nets - per hour price increased to bring in line with other Newham site at Flanders field	
	Nets - Annual pass	N/A	£20.00	£20.26	Hold price	£20.00		
Concession	7 games, plus free use of 1 practice net, 1 evening per week & free use of dressing rooms	£595 (6 and over)	£438.00	£443.69	40% discount	£444.00	40% discount on adult price offered to encourage youth participation	
	Single Match - day	£90.00	£74.00	£74.96	40% discount	£75.00		
	Single Match - 4 hours	£65.00	£37.00	£37.48	40% discount	£37.50		
Tennis Courts		Waltham Forest	Newham	WHP 20-21 current	Inflation 1.3%	Proposed change	WHP 21-22 Current	Notes
Adults	per hour	£6.00	£6.00	£7 peak £5 off peak	7.09 and 5.06	Benchmark	£6.00	Simplify charges
Concession	per hour	£6.00	£6.00	Peak £4 Off Peak £2.50	4.02 and 2.53	Benchmark	£6.00	
Tennis Pass	Individual	£30.00	N/A		£0.00	NEW	£30.00	Change T&C as per report
	Family	£45.00	£35.00	£30.00	£30.39	Benchmark	£40.00	
Marking out charges		Flanders Field (Bonny Downs)	WHP 20-21 current	Inflation 1.3%	Proposed change	WHP 21-22 Current	Notes	
Adult	Rounder's - per pitch	N/A	£56.00	£56.73	Inflation	£57.00	Increase by inflation at 1.1% -	
Concession	Rounder's - per pitch		£22.00	£22.29	40% Discount	£22.50		
Concession	Running track per day (400m)		£58.00	£58.75	Inflation	£59.00		
Concession	Running track per day (100m)		£21.00	£21.27	Inflation	£21.50		
Concession	School Sports day <100 attendees	Day hire of field -	£85.00	£86.11	Inflation	£86.00		
Concession	School Sports day <500 attendees	£60, Grassed	£117.00	£118.52	Inflation	£118.50		
Concession	School Sports day >500 attendees	area for PE £15	On request		On request		Prices calculated based on staff support required at larger sports days	
Adult	Running track: prices available on request.	N/A	On request		On request			

Football		Flanders Playing field	Wanstead Flats	WHP 20-21 current	Inflation 1.3%	Proposed change	WHP 21-22 Current	Notes
Adult	Saturdays: 15 games plus free use of dressing rooms	12 matches £950	£614.00	£480.00	£486.24	Benchmark	£550.00	Increase prices over next few years to bring in line with others in area
	Sundays: 15 games plus free use of		£875.00	£706.00	£715.18	Benchmark	£800.00	
	Single match - Mon-Fri	£90.00	£50.00	£54.00	£54.70	Inflation	£55.00	
	Single match - Sat		£72.00	£66.00	£66.86	Benchmark	£70.00	
	Single match - Sun		£87.00	£80.00	£81.04	Benchmark	£85.00	
Concessions	Saturdays: 15 games plus free use of dressing rooms	12 matches £450	No concessionary rate applied	£211.00	£213.74	40% discount	£330.00	40% discount on adults price
	Sundays: 15 games plus free use of			£316.00	£320.11	40% discount	£480.00	
	Single match - Mon-Fri	£60.00		£33.00	£33.43	40% discount	£33.00	
	Single match - Sat & Sun			£37.00	£37.48	40% discount	£42.00	

Use of changing rooms		LB Newham	WHP 20-21 current	Inflation 1.3%	Proposed change	WHP 21-22 Current
All	Changing room fee for single match	N/A	£52.00	£52.68	£53.00	Increased by inflation

Appendix 2: Summary of West Ham Park proposed charges for 2021

	2021/22	
Cricket	Adults	Concession
7 games, plus free use of 1 practice net, 1 evening per week & free use of dressing rooms	£ 740.00	£ 444.00
Single match- day	£ 126.00	£ 75.00
Single match – 4 hours	£ 63.00	£ 37.50
Nets- Per hour	£	15.00
Nets- Annual Pass	£	20.00
Tennis Courts		
Per hour – Pay and play	£	6.00
Annual pass – Individual	£	30.00
Annual Pass - Family	£	40.00
Marking out charges		
Rounders – per pitch	£ 57.00	£ 22.50
Running track per day (400m)	On request	£ 59.00
Running track per day (100m)		£ 21.50
School Sports day <100 attendees		£ 86.00
School Sports day < 500 attendees		£ 118.50
School Sports day >500 attendee – price on request		On request
Football Pitch		
Saturdays: 15 games plus free use of dressing rooms	£ 550.00	£ 330.00
Sunday: 15 games plus free use of dressing rooms	£ 800.00	£ 480.00
Single match – Mon-Fri	£ 55.00	£ 33.00
Single match - Sat	£ 70.00	£ 42.00
Single match - Sun	£ 85.00	
Changing Rooms		
Changing room fee for single match	£	53.00
All charges are inclusive of VAT (except where HMRC rules apply for min. 10 sessions block bookings)		

Notes:

- Concession- rate available for under 16s, OAPs, students, unemployed, and disabled

This page is intentionally left blank

Agenda Item 7

Committee(s)	Dated:
West Ham Park	12 February 2021
Subject: Departmental and Service Committee Budget Estimates 2021/22	Public
Which Outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly?	1,2,3,4,5,8,9,10,11 & 12
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 the funding source been agreed with the Chamberlain's Department?	N/A
Report of: The Chamberlain Director of Open Spaces	For Decision
Report Author: Derek Cobbing	

Summary

This report presents for approval the budget estimates for the West Ham Park Committee for 2021/22, for subsequent submission to the Finance Committee. The proposed budget for 2021/22 has been prepared within the resource envelope allocated to each Director by Resource Allocation Sub Committee, including the Department's Target Operating Model (TOM) efficiency savings of 12%.

Summary of Table 1 (Includes Local Risk, Central Risk, and Recharges/Support Services)	Original Budget (OR)	Latest Approved Budget	Original Budget (OR)	Movement
	2020/21 £000	2020/21 £000	2021/22 £000	2020/21 OR to 2021/22 OR £000
Net Local Risk	(710)	(774)	(625)	85
Net City Surveyor	(92)	(92)	(73)	19
Net Cyclical Works Programme	(192)	(150)	(151)	41
Net Central Risk	26	(9)	(9)	(35)
Support Services	(288)	(273)	(274)	14
Total Net Expenditure	(1,256)	(1,298)	(1,132)	124

Overall the provisional original budget for 2021/22 totals £1.132M, a decrease of £124,000 compared with the 2020/21 original budget. Of this, £85,000 is due to reductions in local risk as a result of the 12% savings. In addition, there was a reduction in the Cyclical Works Programme of £41,000 where impact of Covid-19 has led to a reduced bid for reasons set out in paragraph 14 and Table 3 of the report and reductions in Support Services and recharges of £14,000. More detail of the Summary Table and the savings made can be found in Table 1 within Appendix 1. A high level overview of how the 12% savings are being met can be found in paragraph 9, 10 and 11 of the report.

Recommendation

Members are asked to:

- i) review and approve the West Ham Park Committee's proposed revenue budget for 2021/22 for submission to Finance Committee,
- ii) review and approve the West Ham Park Committee's capital and supplementary revenue projects budgets for 2021/22 for submission to Finance Committee,
- iii) authorise the Chamberlain in consultation with the Director of Open Spaces to revise these budgets to allow for any further implications arising from Corporate Projects, the City's new Target Operating Model, and changes to the Cyclical Works Programme (CWP),
- iv) agree that minor amendments for 2020/21 and 2021/22 budgets arising during budget setting be delegated to the Chamberlain.

Main Report

Introduction

1. The City of London Corporation owns and manages almost 11,000 acres of historic and natural Open Spaces for public recreation and enjoyment. This includes West Ham Park which is a registered charity and is funded from City's Cash and run at no cost to the community that it serves.
2. This report sets out the proposed budgets for 2021/22 for these areas. The Revenue Budget management arrangements are to:
 - Provide a clear distinction between local risk, central risk, and recharge budgets.
 - Place responsibility for budgetary control on departmental Chief Officers.
 - Apply a cash limit policy to Chief Officers' budgets.
3. The budget has been analysed by the service expenditure and compared with the latest approved budget for the current year.

4. The report also compares the current year's budget with the forecast outturn.
5. The overall 2021/22 budget for West Ham Park which include the Director of Open Spaces Local Risk, City Surveyor's Local Risk, Central Risk, and Recharges/Support Services is £1.132M, this is a decrease of £124,000 when compared with the 2020/21 Original Budget.

Business Planning Priorities for 2021/22

6. The Open Spaces Departments business priorities for the forthcoming year have been set out in the 2021/22 business plan report which was approved by the Open Spaces Committee on 2 December 2020 and was presented to this Committee 'for information' on 2 December 2020.

Proposed Revenue Budget for 2021/22

7. This report presents in Table 1 at Appendix 1, the budget estimates for 2021/22 for the West Ham Park Committee analysed between:
 - Local Risk Budgets – these are budgets deemed to be largely within the Chief Officer's control.
 - Central Risk Budgets – these are budgets comprising specific items where a Chief Officer manages the underlying service, but where the eventual financial outturn can be strongly influenced by external factors outside his/her control or are budgets of a corporate nature (e.g. interest on cash balances and rent incomes from investment properties).
 - Support Services – these cover budgets for services provided by one activity to another. The control of these costs is exercised at the point where the expenditure or income first arises as local or central risk. Further analysis can be found in Appendix 2.
8. The provisional 2021/22 budgets, under the control of the Director of Open Spaces being presented to your Committee, have been prepared in accordance with guidelines agreed by the Policy & Resources and Finance Committees. These include continuing the implementation of the required budget reductions across both local and central risks, as well as the proper control of transfers of non-staffing budgets to staffing budgets.

For 2021/22 budgets include:

- 12% reduction of £85,000 agreed by Resource Allocation Sub Committee on 10 December 2020 reflecting a combination of savings between the new 'Target Operating Model', and additional savings to enable a balanced budget across the medium term, and
- 2% uplift for inflation offset by 2% efficiency savings (a flat cash position).

9. To achieve the 12% savings and the increase in employee costs (which equates to an additional 3% reduction in real terms), officers have planned a mixture of expenditure reduction and an increase in income generation. Income generation will be increased in the following areas:

- Fees and charges,
- Events within the Park and
- Rents

Expenditure will be reduced in the following areas:

- Direct employee costs – reduction in training budgets,
- Efficiencies and budget realignment – energy costs, equipment, furniture and materials and transport costs.

10. Members should be aware that these savings will only be achievable thanks to a timely uplift in the rental income paid by The Army Reserve for its site at the Cedars, and to a proposal to let one of the remaining untenanted staff lodges. However, Members should also note that these savings will result in a significant reduction in budget available for garden improvements and planting refurbishment. As the West Ham Park Charity local risk budget comes under increasing pressure over the coming years, other solutions will need to be found in order to meet the resource base.

11. Additionally, Members should note that a restructure of the service is likely to be required to meet the requirements of the new Target Operating Model (TOM).

12. Income, increases in income, and reductions in expenditure are shown as positive balances, whereas brackets will be used to denote expenditure, increases in expenditure, or shortfalls in income. Only significant variances (generally those greater than £50,000) have been commented on and are referenced in the relevant table. Overall there is a decrease of £124,000 between the 2020/21 original budget and the 2021/22 original budget. The movement is explained in the following paragraphs.

13. Analysis of the movement in staff related costs are shown in Table 2 below. Staffing levels have remained relatively stable between 2020/21 and 2021/22 budgets, this is due to holding vacancies and flexible retirement proposals within the current establishment. Committees will continue to work through proposals against the 12% savings and these will be revised once the Target Operating Model (TOM) is progressed through the year.

Table 2 - Staffing statement	Original Budget		Latest Approved Budget		Original Budget	
	2020/21		2020/21		2021/22	
	Staffing Full-time equivalent	Estimated cost £000	Staffing Full-time equivalent	Estimated cost £000	Staffing Full-time equivalent	Estimated cost £000
West Ham Park	17.5	(695)	17.5	(697)	17.41	(735)
TOTAL	17.5	(695)	17.5	(697)	17.41	(735)

14. Given the Covid-19 pandemic a review has been undertaken of the corporate Cyclical Works Programme (CWP) bid for 21/22 and it has been significantly reduced. Only Health & Safety related projects will now be undertaken in 21/22 which has reduced the overall corporate CWP bid list down from £12M to £4M, this reduction allows for the City to make savings to help its immediate financial pressures and for the project delivery team to catch up after a period of non-activity at the start of the Covid-19 pandemic and lockdown. Whilst there are no new projects from the 2021/22 CWP, projects from the 2018/19, 2019/20 and 2020/21 CWP are now being delivered and phased over a 4-year period rather than the 3 year, hence why there is a budget in the 2021/22 Original Budget.

TABLE 3 – CYCLICAL WORKS PROGRAMME & CITY SURVEYOR LOCAL RISK		Original Budget 2020/21 £'000	Latest Approved Budget 2020/21 £'000	Original Budget 2021/22 £'000
Repairs and Maintenance (including cleaning)				
Cyclical Works Programme				
West Ham Park		(192)	(150)	(151)
		(192)	(150)	(151)
Planned & Reactive Works (Breakdown & Servicing – City Surveyor Local Risk)				
West Ham Park		(88)	(88)	(69)
		(88)	(88)	(69)
Cleaning (City Surveyor Local Risk)				
West Ham Park		(4)	(4)	(4)
		(4)	(4)	(4)
Total Cyclical Works Programme & City Surveyor		(284)	(242)	(224)

Potential Further Budget Developments

15. The provisional nature of the 2021/22 revenue budget recognises that further revisions may be required, including in relation to:

- Decisions on funding of the Cyclical Work Programme by the Resource Allocation Sub Committee.
- Budget adjustments to align with the new Target Operating Model.

Revenue Budget 2020/21

16. An in-year re-budgeting exercise has been undertaken corporately to assist in repairing the damage to the City's budgets arising from the COVID-19 pandemic, which led to a budget reduction of £11,000 following Court of Common Council approval on 3 December 2020. This decrease partly offset budget increases of £2,000 in lieu of contribution pay, an allocation of £65,000 from the Directorate to fund unsuccessful 2019/20 carry forwards bids for delayed delivery of goods due to COVID-19, and an allocation of £8,000 from Corporate COVID fund to help with the cost of additional health and safety equipment and changes to public reception areas due to COVID-19. The forecast outturn for the current year is in line with the latest approved budget of £1.298M. Movement of the 2021/22 Original Budget to the 2021/22 Latest Approved Budget can be found in Appendix 4.

Draft Capital and Supplementary Revenue Budgets

17. The latest estimated costs of the Committee's current approved capital and supplementary revenue projects are summarised in the table below.

Service Managed	Project	Exp. Pre 01/04/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000	Later Years £'000	Total £'000
	<u>Pre-implementation</u>						
West Ham Park	West Ham Park Playground	(33)	(32)				(65)
	<u>Disposal Costs</u>						
	West Ham Park Nursery	(90)	(106)				(196)
TOTAL WEST HAM PARK		(123)	(138)	0	0	0	(261)

18. Pre-implementation costs comprise feasibility and option appraisal expenditure which has been approved in accordance with the project procedure, prior to authority to start work. It should be noted that the above figures exclude the implementation costs of the playground scheme pending authority to start work.
19. Disposal costs relating to the Nursery include consultation with the Charity Commission and other stakeholders, and preparation for formal marketing of the site as a redevelopment opportunity.
20. The latest Capital and Supplementary Revenue Project forecast expenditure on approved schemes will be presented to the Court of Common Council for formal approval in March 2021.

Corporate & Strategic Implications

21. The Department's activity delivers ten of the twelve Corporate Plan outcomes, across all three of the Corporate Plan aims.

Contribute to a flourishing society

1. People are safe and feel safe.
2. People enjoy good health and wellbeing.
3. People have equal opportunities to enrich their lives and reach their full potential.
4. Communities are cohesive and have the facilities they need.

Support a thriving economy

5. Businesses are trusted and socially and environmentally responsible.
6. We have access to the skills and talent we need.

Shape outstanding environments

7. We are digitally and physically well-connected and responsive.
8. We inspire enterprise, excellence, creativity and collaboration.
9. We have clean air, land and water and a thriving and sustainable natural environment.
10. Our spaces are secure, resilient and well-maintained.

Security Implications

22. None

Public sector equality duty

23. Should the capital projects be approved for funding it will significantly improve the service and experience provided to our local communities. Where capital funded projects are approved for progress or new policies and strategies developed, we will undertake 'tests of relevance' and where appropriate, Equality Analysis. Our

fees and charges are annually benchmarked with neighbouring facilities, but we will continue to informally assess any negative impact on protected characteristic groups.

Conclusion

24. This report presents the Capital and Revenue budget estimates for 2021/22 for the West Ham Park Committee for Members to consider and approve.

Appendices

- Appendix 1 – Budget Estimates 2021/22 Table 1
- Appendix 2 – Support Services
- Appendix 3 – Capital Project Bids for 2021/22
- Appendix 4 – Original Local Risk 2020/21 budget to Latest Approved 2020/21 Local Risk Budget
- Appendix 5 – Original 2020/21 Local Risk Budget to Original Local Risk 2021/22 budget

Background information

- Report 2021/22 Budget setting update; Resource Allocation Sub Committee
10th December 2020

Derek Cobbing
Senior Accountant, Chamberlains Department
T: 020 7332 3519
E: derek.cobbing@cityoflondon.gov.uk

Appendix 1

TABLE 1 WEST HAM PARK COMMITTEE SUMMARY – ALL FUNDS							
Analysis of Service Expenditure	Local or Central Risk	Actual 2019-20 £'000	Original Budget 2020-21 £'000	Latest Approved Budget 2020-21 £'000	Original Budget 2021-22 £'000	Movement 20-21OR to 21-22OR £'000	Paragraph Reference
EXPENDITURE							
Employees	L	(653)	(695)	(697)	(735)	(40)	a)
Premises Related Expenses	L	(63)	(59)	(67)	(47)	12	
Premises Related Expenses	C	(7)	-	-	-	-	
City Surveyor's Local Risk inc cleaning	L	(95)	(92)	(92)	(73)	19	
Cyclical Works Programme	L	(241)	(192)	(150)	(151)	41	
Transport Related Expenses	L	(28)	(19)	(19)	(16)	3	
Supplies & Services	L	(191)	(145)	(250)	(135)	10	
Supplies & Services	C	(14)	(5)	-	-	5	
Third Party Payments	L	(24)	(13)	(13)	(13)	-	
Resetting of departmental budgets 2020/2021	L	-	-	11	-	-	
Capital Charges	C	(10)	(10)	(10)	(10)	-	
Total Expenditure		(1,326)	(1,230)	(1,287)	(1,180)	50	
INCOME							
Other Grants, Reimbursements and Contributions	L	2	-	-	-	-	b)
Customer, Client Receipts	L	275	221	261	321	100	
Customer, Client Receipts	C	-	40	-	-	(40)	
Investment Income	C	1	1	1	1	-	
Total Income		278	262	262	322	60	
TOTAL (EXPENDITURE) BEFORE SUPPORT SERVICES		(1,048)	(968)	(1,025)	(858)	110	
SUPPORT SERVICES							
Central Support		(205)	(184)	(184)	(174)	10	
Recharges within Fund							
Directorate Recharges		(28)	(40)	(28)	(35)	5	
Learning Recharges		(67)	(71)	(68)	(72)	(1)	
Corporate and Democratic Core		7	7	7	7	-	
Total Support Services		(293)	(288)	(273)	(274)	14	
TOTAL NET (EXPENDITURE)		(1,341)	(1,256)	(1,298)	(1,132)	124	

- a) The reduction of £41,000 in the Cyclical Works Programme is mainly due to a reduced City Surveyor bid being submitted to allow the Covid-19 delays in project delivery from 2020/21 to be brought back into the original delivery programme which has led to reduced funding for 2021/22.
- b) The increase of £100,000 is mainly due to renegotiated rent with the Territorial Army which delivered a significant increase of £50,000 and rental income of £40,000 for two lodges at 240-242 Upton Lane now included within Local Risk.

Appendix 2

Support Services from/to West Ham Park Committee	Actual 2019-20 £'000	Original Budget 2020-21 £'000	Latest Approved Budget 2020-21 £'000	Original Budget 2021-22 £'000	Movement 2020-21OR to 2021-22OR £'000	Paragraph Reference
<u>Support Services</u>						
Central Recharges-						
City Surveyor's Employee Recharge	(59)	(42)	(42)	(38)	4	
Insurance	(16)	(19)	(19)	(19)	-	
I.S.Recharges - Chamberlain	(37)	(36)	(36)	(32)	4	
Support Services-						
Chamberlain (inc CLPS recharges)	(42)	(45)	(46)	(35)	10	
Comptroller and City Solicitor	-	(1)	(1)	-	1	
Town Clerk	(25)	(24)	(23)	(23)	1	
City Surveyor	(25)	(17)	(17)	(27)	(10)	
Total Support Services	(204)	(184)	(184)	(174)	10	
<u>Recharges Within Fund</u>						
Directorate Recharges	(28)	(40)	(28)	(35)	5	
Learning Recharges	(68)	(71)	(68)	(72)	(1)	
Corporate and Democratic Core	7	7	7	7	-	
Total Recharges Within Fund	(89)	(104)	(89)	(100)	4	
Total Support Services	(293)	(288)	(273)	(274)	14	

Appendix 3

Capital Project Bids for 2021/22

Project – Carbon Sequestration Project (Climate Action Strategy) £2,120,000 over 6 years

Status - Green – Recommended for approval

(This project is for the whole Department, although the majority of the initial spend will be at Epping Forest on the buffer land).

Appendix 4

Movement from the 2020/21 Original Budget to the 2020/21 Latest Approved Budget

West Ham Park	£000
Original Net Local Risk Budget (Director of Open Spaces & City Surveyor)	(802)
Director of Open Spaces	
Contribution Pay	(2)
Allocation from the Directorate to fund unsuccessful 2019/20 carry forward bids	(65)
Allocation from the Corporate COVID-19 fund	(8)
Resetting of departmental Budgets 2020/21 due to COVID-19 pandemic	11
City Surveyor	
Planned & Reactive Works including Cleaning	-
Latest Approved Net Local Risk Budget (Director of Open Spaces & City Surveyor)	(866)

Appendix 5

Movement from the 2020/21 Original Budget to the 2021/22 Original Budget

West Ham Park	£000
Original Net Local Risk Budget (Director of Open Spaces & City Surveyor)	(802)
Director of Open Spaces	
2% inflation uplift	(14)
2% efficiency saving	14
12% resource savings adjustment	85
City Surveyor	
Planned & Reactive Works including Cleaning	19
Original Net Local Risk Budget (Director of Open Spaces & City Surveyor)	(698)

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank