



West Ham Park Committee

Date: THURSDAY, 23 OCTOBER 2025
Time: 9.30 am
Venue: COMMITTEE ROOMS - 2ND FLOOR WEST WING, GUILDHALL

Members:

James St John Davis (Chair)	Catherine Bickmore
Charles Edward Lord, OBE JP (Deputy Chair)	Rafe Courage
Karina Dostalova	Tim Hodgson
Deputy Anne Corbett	Reverend Farida Matthews
Deputy Caroline Haines	Justin Meath-Baker
Wendy Mead OBE	Councillor Jane Lofthouse, London Borough of Newham
Deputy Benjamin Murphy	Councillor John Whitworth, London Borough of Newham
William Upton KC	

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<https://www.youtube.com/@CityofLondonCorporation/streams>

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Whilst we endeavour to livestream all of our public meetings, this is not always possible due to technical difficulties. In these instances, if possible, a recording will be uploaded following the end of the meeting.

Ian Thomas CBE
Town Clerk and Chief Executive

AGENDA

NB: Certain matters for information will be taken without discussion, unless the Committee Clerk has been informed that a Member has questions or comments prior to the start of the meeting.

1. **APOLOGIES**

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

3. **MINUTES**

To agree the public minutes and non-public summary of the previous meeting held on Thursday 3 July 2025.

For Decision
(Pages 5 - 10)

4. **ASSISTANT DIRECTOR'S REPORT**

Report of the Executive Director, Environment.

For Information
(Pages 11 - 30)

5. **RISK MANAGEMENT UPDATE**

Report of the Executive Director, Environment.

For Decision
(Pages 31 - 64)

6. **OPERATIONAL FINANCE PROGRESS REPORT - Q1 2025/26**

Report of the Chamberlain and Executive Director, Environment.

For Information
(Pages 65 - 76)

7. **DRAFT ANNUAL REPORT AND FINANCIAL STATEMENTS FOR YEAR ENDED 31 MARCH 2025**

Report of the Chamberlain and Executive Director, Environment.

For Information
(Pages 77 - 110)

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

11. **NON PUBLIC MINUTES**

To agree the non-public minutes of the meeting held on Thursday 3 July 2025.

For Decision
(Pages 111 - 114)

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

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

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WEST HAM PARK COMMITTEE Thursday, 3 July 2025

Minutes of the meeting of the West Ham Park Committee held at Committee Room -
2nd Floor West Wing, Guildhall on Thursday, 3 July 2025 at 9.30 am

Present

Members:

James St John Davis (Chair)
Charles Edward Lord, OBE JP (Deputy Chair)
Deputy Caroline Haines
William Upton KC
Catherine Bickmore
Tim Hodgson
Councillor Jane Lofthouse

In attendance:

Deputy Anne Corbett
Councillor John Whitworth

Officers:

Niranjan Shanmuganathan	- Chamberlain's Department
Jack Joslin	- City Bridge Foundation
Anna Cowperthwaite	- Comptroller and City Solicitor's Department
Joanne Hill	- Environment Department
Jo Hurst	- Environment Department
Andrew Impey	- Environment Department
William LoSasso	- Environment Department
Charlotte Williams	- Environment Department
Zoe Williams	- Town Clerk's Department

1. APOLOGIES

Apologies were received from Rafe Courage, Karina Dostalova, Wendy Mead OBE, Justin Meath-Baker and Deputy Benjamin Murphy.

2. DECLARATIONS OF INTEREST UNDER THE CODE OF CONDUCT

Councillor John Whitworth declared an interest in relation to Item 13, as a Councillor of the London Borough of Newham and Cabinet Member for Air Quality, Climate Emergency & Environment.

Councillor Jane Lofthouse also declared an interest, in relation to Item 13, as a Councillor of the London Borough of Newham.

It was noted that the Members could be present for the item and engage in the discussion, but they would not be able to participate in the decision-making.

3. MINUTES

The Chair welcomed Councillor Jane Lofthouse to the Committee as a new Member and thanked outgoing Member, Councillor Joy Laguda MBE for their service on the Committee.

RESOLVED – That, the public minutes and non-public summary of the previous meeting held on Thursday 1 May 2025 be agreed as a correct record of the meeting.

4. ASSISTANT DIRECTOR'S REPORT

The Committee received a report of the Executive Director, Environment which provided Members with an update on matters relating to West Ham Park since the last Committee meeting on 1 May 2025.

In response to a Member's question about the funfair held in the park over easter, the Assistant Director assured the Committee that all trading at the fair was conducted in accordance with the trading restrictions in place. Officers noted that there had been large queues for the fair in previous years, and they felt that holding the fair over an extended period meant there would be less queues and it would be easier for all of the local community to access.

RESOLVED – That, Members received the report and noted its contents.

5. RISK MANAGEMENT UPDATE

The Committee considered a report of the Executive Director, Environment which sought to provide the West Ham Park Committee with assurance that risk management procedures in place within the Environment Department and its Natural Environment Division, which includes West Ham Park, were satisfactory and met the requirements of the Corporate Risk Management Framework and the Charities Act 2011.

The Chair noted that some Members had expressed concern regarding the addition of a new risk to the register relating to work-related stress among staff. They asked Officers to explain the triggers for escalating this risk, how it was being managed and how the Committee might support and monitor this moving forward. Officers explained that there had been changes within the City Corporation such as the Target Operating Model, that had impacted staff capacity. They acknowledged the challenge of balancing workload demands with available staffing resources. Officers noted that the risk had been included on the register to ensure proactive management and transparent reporting to the Committee.

A Member noted that senior leadership needed to be made aware of the impacts that the Target Operating Model had within the Natural Environment division that continue to impact staff capacity. Members also requested that Officers provide a timeline for addressing this risk, along with details of where personnel had been appointed to mitigate it, areas where gaps remain, and the sources of current pressures.

In response to a Member's query regarding support for staff, Officers explained that a Park-guard had been appointed to provide additional support to staff on the ground. Officers noted that mental health and wellbeing were standing agenda items at all team meetings. The Assistant Director had also been meeting

with staff across the North London Open Spaces teams to discuss these issues directly. Officers also reported that five staff members had recently qualified as mental health first aiders and were available to offer support to colleagues.

With regard to the potential impacts identified in the register, a Member queried whether they had started to see an increase in staff absence and turnover. Officers responded that staff in several areas were experiencing high levels of stress and feeling overworked, which prompted the inclusion of this risk on the register. They also highlighted that incidents across all North London sites contributed to this decision and confirmed that the risk has been added to the registers for all three charities and four open spaces they were responsible for.

The Chair asked whether the identified staff risk was concentrated within a specific group or evident across all staff in North London Open Spaces. Officers responded that they had received general feedback that staffing levels were inadequate. They noted that a key concern was the vulnerability of operations, in that if someone were to leave unexpectedly or be off sick, there might not be sufficient staffing levels in the park, resulting in more individuals working alone.

In response to a question about the supply of qualified staff, Officers acknowledged the ongoing challenges in recruiting within the open spaces sector, particularly in sourcing casual or short-term staff with the suitable qualifications, but that insufficiency of funding for suitable staffing was the cause. They noted they had met with the City Corporations staffing agency to communicate current needs.

Officers also emphasised that staff were being actively discouraged from working beyond reasonable limits, with clear messaging that such expectations were not part of their role. They confirmed that they would continue to report staffing pressure points to the committee, assess what can realistically be delivered within the year and adjust plans accordingly.

A Member noted the possibility that staff numbers have declined over the time and the issue may not be about increasing staffing but restoring it to previous levels. The Chair queried whether there was a point in the timeline that staffing could be measured from to determine the difference. Officers responded that this risk became most apparent following the Target Operating Model where three or four positions were lost. They noted that they were now at the point where additional resource was needed. The Chair noted that they would need to ensure the new funding model would need to be implemented in a sustainable way that can be delivered in the long term.

Another Member noted that the Target Operating Model was intended to be subject to review and suggested there was scope to revisit the staffing levels previously deemed adequate. They questioned whether the identified risk should now be considered at a strategic level. The Chair acknowledged that collaboration between the Chairs of the Natural Environment Committees would be essential in addressing this matter. They emphasised the need to strike a

balance between centralised support and the responsibilities that should be led by individual charities.

RESOLVED – That, Members confirmed, on behalf of the City Corporation as Trustee, that the West Ham Park Summary Risk Register (Appendix 1) satisfactorily identified the key risks to the West Ham Park charity and that an appropriate risk management process was in place, subject to receiving the requested timeline for addressing the work related stress risk, and an interim update with details of where personnel had been appointed to mitigate it, areas where gaps remain, and the sources of current pressures.

6. REVENUE OUTTURN 2024/25

The Committee received a report of the Executive Director, Environment which compared the revenue outturn for the services overseen by the Committee in 2024/25 with the budget for the year.

In response to a point of clarification, Officers confirmed that with the transition to the Grant Funding Model, the presentation of other risk budgets in the report for the upcoming year would be presented differently.

RESOLVED – That, Members received the report and noted its contents.

7. NATURAL ENVIRONMENT CHARITY REVIEW – UPDATE ON FUNDRAISING WORKSTREAMS

The Committee received a report of the Chamberlain and Executive Director, Environment which detailed the progress made since 2024 and the next stages of the workplan.

With regards to the recent Biodiversity Net Gain presentation and the opportunities that had been highlighted in West Ham Park, a Member queried what would mean for West Ham Park. Officers responded that the considerations on whether to proceed with these opportunities would depend on the demands for each site. Officers noted that once the information had been presented, the Superintendents would then present to the Committees what the most beneficial solution for each of the sites would be.

The Chair requested clarification on the timeline for this information to be presented to the Committee, as well as the City Corporation's overarching position on the matter. Officers responded that the position would depend on the ongoing assessments of each land parcel, although West Ham Park would be more straightforward than others. They explained that it would be up to the land managers to evaluate potential conflicts and opportunities. They noted that there was no fixed deadline.

RESOLVED – That, Members:

- Noted the report and its contents.
- Noted the two planned briefing sessions for all interested Members on Biodiversity Net Gain potential at Natural Environment sites, and fundraising opportunities and resourcing for the Natural Environment Charities.

8. **NATURAL ENVIRONMENT CHARITY REVIEW - CHARITY ASSETS UPDATE FOR WEST HAM PARK**

The Committee received a report which summarised the processes used to audit the land assets held by the City Corporation as trustee of the West Ham Park Charity.

A Member sought clarification on the two small land parcels identified in the report. Officers responded that they were identified as separate land parcels as they were subsequent small acquisitions that were separate to the main park title.

RESOLVED – That Members:

- Noted the audit process undertaken for the land assets of the West Ham Park Charity and the steps to maintain the Asset Register.
- Noted the list of charity land assets of the West Ham Park Charity included in the appendix to the report.

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

There were no questions raised relating to the work of the Committee.

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

There was no other business that the Chair considered urgent.

11. **EXCLUSION OF THE PUBLIC**

RESOLVED – That, the following matters relate to business under the remit of the Court of Common Council acting for the City Corporation as charity Trustee, to which Part VA and Schedule 12A of the Local Government Act 1972 public access to meetings provisions do not apply. The following items contain sensitive information which it is not in the best interests of the charity to consider in a public meeting (engaging similar considerations as under paragraphs 3 and 5 of Schedule 12A of the 1972 Act) and will be considered in non-public session.

12. **NON PUBLIC MINUTES**

RESOLVED – That, the non-public minutes of the previous meeting held on 1 May 2025 be agreed as a correct record of the meeting.

13. **WEST HAM PARK FORMER NURSERY SITE**

The Committee considered a report of the Executive Director, Environment.

14. **CITY CORPORATION GOVERNANCE OF THE NATURAL ENVIRONMENT CHARITIES – UPDATE ON PLANNED CHANGES**

The Committee received a report of the Executive Director, Environment.

15. **COMPLEMENTARY LAND POLICY AND ASSETS APPRAISAL**

The Committee received a presentation from Officers of the Environment Department.

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

There was one question discussed in non-public session.

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

There were no other items of urgent business raised in non-public session.

The meeting ended at 10.51am.

Chairman

Contact Officer: Zoe Williams
Zoe.Williams@cityoflondon.gov.uk

City of London Corporation Committee Report

Committee(s): West Ham Park Committee	Dated: 23 October 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 3 July 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 addressed under the "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. The warm, dry weather brought an increase in visitors to the park over the summer months. The main tasks were grass cutting and preparing the pitches for the grass cricket table, irrigating the beds and borders, weeding and adding organic mulch to the tree pits in the ornamental gardens.
3. The long grass areas will have their final cut in the next couple of months, after the later-flowering species have gone to seed, to continue with our management of long grass areas in the park and to increase the biodiversity within the park.
4. Hedge cutting will commence in October after the end of bird nesting season.
5. Various climbing shrubs (*azer palmatum* and a variety of azaleas) have been planted to make a feature of the increased number of tree stumps, which are in the gardens.
6. The team have started to cut back the herbaceous/perennial plants within the borders. This work will be carried out during the autumn. Suitable plants will also be lifted and divided to fill gaps within borders.
7. Lawn renovations are being carried out, which includes spiking, de-thatching and re-seeding.

8. Full internal refurbishment of the toilet facilities near to the playground will commence in the autumn. The City Surveyor's Department are in the process of organising a pre-commencement meeting.

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

9. Green Flag and Green Heritage judging took place on Tuesday 13 May 2025. The official announcement date of the awards was Tuesday 15 July, and we were delighted to be awarded both the Green Flag and Green Heritage Awards this year.
10. The Team carried out summer maintenance tasks of weeding and grass cutting to ensure the gardens were of high horticultural standards for London in Bloom judging on 30 June 2025. The results will be announced on 20 October at the award ceremony at RHS Wisley.
11. The Gardening Team had a Level 2 Amenity Horticulture Apprentice who completed their apprenticeship. They made a valuable difference to the gardens during her time at West Ham Park. The team has now recruited and appointed a new Level 2 Amenity Horticulture Apprentice. They will be studying at Capel Manor College and will be learning and working in the gardens alongside the Gardening Team. The gardens will continue to thrive and remain a place for quiet contemplation and relaxation for the local community, while providing a learning resource for upcoming open-space professionals.

Tree Works

12. A full north-east quadrant tree inspection was undertaken by the NLOS Tree Team on 27 August. This produced 10 work orders including one horse chestnut crown reduction and nine trees with large dead/massaria-infected branches to be removed. These works are deemed medium priority and will be addressed by the NLOS tree team across the next 12 months. The remaining three quadrants will see all large trees inspected in the next three months.
13. Between July and August, the Tree Team removed a medium-sized dead lime from north-east quadrant, a medium sized dead cherry and a large maple from the north-west quadrant, as well as dead wooding London planes at various locations in the Park. During this time, the Team carried out an oak processionary moth caterpillar survey on 31 July. Very low numbers of nests were recorded, with no nests on trunks or low branches. The Tree Team has not

removed nests as there is no hazard to public or staff; this also promotes the natural parasitoids found in the nests which help manage caterpillar numbers.

14. The reduced amenity mowing programme at West Ham Park has significantly exceeded its original target of 1.44 hectares, with a total of 4.2 hectares now managed under this regime. This expansion supports biodiversity, enhances soil health, and contributes to the park's broader carbon sequestration goals. Looking ahead, plans are in development for winter tree planting, including new hedgerows and the creation of a few copses. These initiatives are aligned with the opportunity areas identified.

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.

15. The Team continues to have regular meetings with the Lawn Tennis Association (LTA) to discuss, develop and maximise the tennis provision and participation at West Ham Park. Padel and pickleball were on the meeting agenda and discussed in June. Pickleball is overseen by Sport England, not the LTA, so Officers are now in the process of arranging a meeting.
16. End of season cricket renovations are now underway on the grass pitches with spiking and targeted weed removal. Regular maintenance was carried out on the cricket square. The last grass wicket game was held on 6 September and the last game on the non-turf cricket pitches will be held on 24 September.
17. A specialist contractor has been appointed to carry out full resurfacing works and shockpad repairs to three of the non-turf cricket pitches. They were last resurfaced in 2005-6. Given the age of the surface, the extent of the damage and the popularity of them, Officers decided to instruct a full resurface and replacement. The new surface is the new NottsGrass Ultra, which is an ECB-approved system and is proven to last up to six times as long in surface abrasion tests as the old Wilton woven-surface technology. This work will commence in September.
18. Capital Kids Cricket (CKC) ran a summer camp in the park from 4 August to 29 August to teach and coach cricket. It is a popular annual event, which attracts many children from the local community. A summer of cricket activities were enjoyed by many children of all ages and abilities.
19. The Park hosted eleven local schools for their sports days during the summer school term. The days were busy but enjoyed by everyone.

20. The football season began on 7 September with East London Ballers playing their first home game of the season. Maintenance work was carried out on the football pitch, the goal posts were installed, and the pitch was marked out in preparation for the first game of the season. Renovation work will also be carried out to pitch two as soon as the ground conditions are suitable.
21. The London to Southend Bike Ride is 52 miles and was held on 6 July 2025, starting from West Ham Park in Newham and ending in Priory Park, Southend. Approximately 900 cyclists took part in the annual event, raising lots of money for various charities.
22. Repairs are being carried out to the surface of the playground by a specialist contractor. Approximately 55 SqM of Tiger Mulch material is being laid in areas where it has eroded. This includes under the swings, roundabout and slide. The Park Team has also added 17 tonnes of woodchip to the playground to ensure the depth meets play safety standards and is suitable for children to access, play and enjoy.
23. The water play feature will be turned off and winterised after the October half term. It is one of the most popular play equipment features within the playground and is enjoyed by children of all ages.

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

24. Following the success of the 150th anniversary celebrations last July, the Friends of West Ham Park, with support from the Park Team, organised another community event called 'ParkFest '25'. It was held on Sunday 13 July. The event celebrated the Park's 151-year anniversary as well as the Friends of West Ham Park's 20th year. The event included workshops, family entertainment, sports coaching and activities, arts and crafts, food stands and live music on the bandstand. The day was a huge success with large numbers of visitors enjoying the event throughout the afternoon.
25. The Friends organised community planting days, which included the hedge and pollinator shrub planting on the mounds in spring. Pollinator-friendly shrubs including buddleia, daphne, wild privet, berberis and common elder were planted. The Team ensured the hedge and planted shrubs were maintained and watered

throughout the hot, dry, summer months. The shrubs are establishing and starting to thrive.

26. The Friends organised and led a bat walk on Friday 29 August, which was very successful. Approximately 100 people attended. The attendees were given a short talk on bat ecology and a walk around the park. There were many sightings of bats in flight, and many attendees were not aware of the Park's importance for bats. The Friends will be leading another bat walk on Friday 26 September, due to its popularity with the local community.
27. The Learning Team and Park Team are working together to create a Spooky Autumn Trail for families to follow and enjoy on Friday 31 October. Families are invited to explore the enchanted ornamental gardens, solve magical clues and enjoy the season. Last year was very successful and proved very popular with the local community and attracted families with children of all ages.
28. Newham's Biggest Leaf Pile is planned for Sunday 16 November. It is the biggest and best community event of the year, but of course the date is dependent on leaf fall.

Learning Team Update

29. The summer term has been a productive and inspiring period for the Natural Environment Learning Team. A key success has been the trial of a new summer staffing model, which enabled the team to double school summer term participation, engaging over 3,374 primary school pupils in our outdoor learning programme.
30. Our SEND project (for children with special educational needs and disabilities) continues to thrive, offering tailored, long-term, nature-based learning experiences. These sessions allow children to explore, play, and benefit from the wellbeing advantages of time spent in nature. This is the third and final year that the project is being supported by the City's Cultural and Creative Learning Fund, which has provided vital staffing and resources.
31. The Learning Team Youth Programme has also had a strong summer; engaging 85 young people in enriching outdoor activities such as pond dipping, map trails, and shelter building. We were pleased to welcome regular groups from 'IntoUniversity'—a charity helping young people from disadvantaged communities achieve their aspirations—and 'Ambition, Aspire, Achieve', which supports vulnerable young people in Newham.

Additional relevant matters

32. The recruitment and selection process for the vacant Operative Ranger position was successful. He will join the team and bring a wealth of knowledge and experience in grounds maintenance and fine turf, having previously worked at West Ham Park and Epping Forest.
33. George Irvin's Summer Fun Fair was in the park from 21 July to 29 July. It was a huge success and well attended by the local community.

Anti-social behaviour and criminal activity

34. As Members are aware, there has been an increase in anti-social behaviour in many of our open spaces in recent years. Officers have actively taken measures to proactively address this, including updating policies and procedures, hiring external security staff, and reviewing the provision of CCTV in West Ham Park.
35. At West Ham Park this year, there has been an increase in both anti-social behaviour and serious criminal behaviour. This includes two separate serious knife-related incidents, on 29 June (a stabbing) and 4 August (a robbery at knifepoint). In addition, there has been an increase in drug dealing and drug users congregating in the Park, as well as incidents of sexual and indecent activity.
36. As part of the ongoing efforts to support Officers to provide a safe greenspace for staff, volunteers and the public, we have hired an additional two security officers from Parkguard to provide security provision seven days per week. These security officers patrol the Park, liaise with users, enforce byelaws, and assist with locking up the Park. As of 11 August, there are four security guards who provide vital support to the Park Team, and this arrangement will remain in place for the foreseeable future. They have been invaluable in supporting staff, proactively moving on problem individuals, and providing information to the Met Police relating to criminal behaviour.
37. Officers have also liaised with the London Borough of Newham Community Safety Team, who report an appreciable increase in criminal and anti-social behaviour in the area and who have provided episodic patrols through the Park as well. Officers will continue to engage with the Council.

38. As a result of incidents, including involving the Met Police, around Linden Gate, the provision of CCTV in the Park for all gates has been reviewed and Officers are seeking funding for necessary improvements and additions. Officers have also taken measures to help ensure the security of on-site accommodation and have carried out tree and vegetation work to improve security and sightlines. The number of anti-social and criminal incidents is recorded and security provision is regularly reviewed with Officers and Parkguard so that the likelihood of any potential risks can be reduced. Officers continue to meet with the Met Safer Neighbourhood Team to gain advice and support. The issues and incidents in the Park are being logged, reported and reviewed weekly, and Officers are compiling data to inform future decision-making.

39. In addition, Officers are strategically closing gates in the Park near the hotspots for criminal activity as a temporary measure to try to prevent criminals from entering the Park and to prevent criminal activity from becoming established there. All relevant stakeholders have been informed of these actions, and while any impact of temporary gate closures on legitimate users is of course regrettable, Officers believe that this is a necessary and critical step to stay ahead of things and prevent the activity from becoming entrenched in the Park and area.

Corporate & Strategic Implications

Strategic implications

40. No implications.

Financial implications

41. Additional costs will be incurred as a result of the additional external security provision in the Park.

Resource implications

42. Officers continue to spend time on responding to and planning for the increase in criminal and anti-social behaviour in the Park.

Legal implications

43. No implications.

Risk implications

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

Equalities implications

45. No implications.

Climate implications

46. 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

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

Conclusion

48. This report provides Members with an update on matters relating to West Ham Park since the last committee meeting on 3 July 2025.

Appendices

- Appendix 1: Presentation on Cyclical Works Programme from City Surveyor's Department

Author

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08.10.2025

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City of London – North London Open Spaces CWP - Year 1 Overview

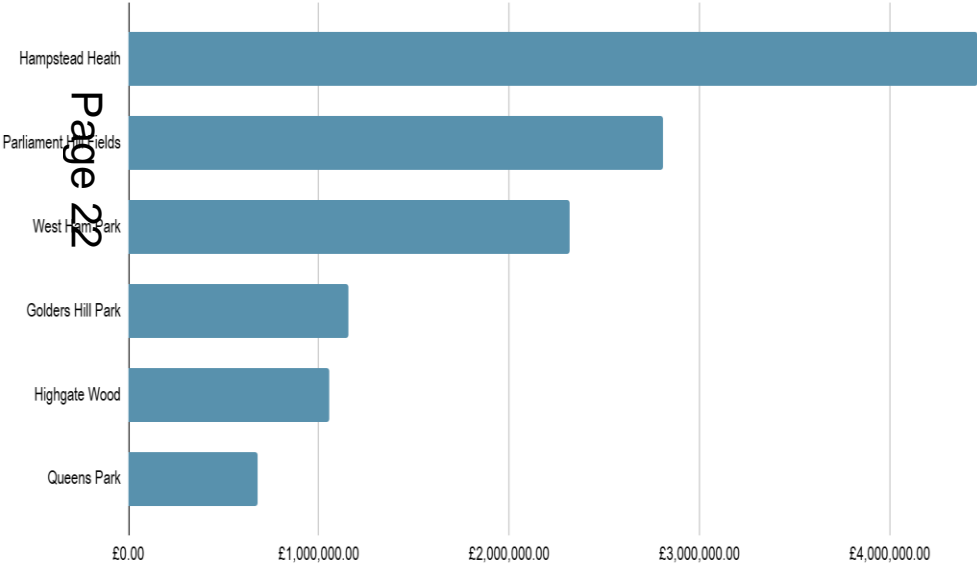


Author: Solomon Meredith



North London Open Spaces- Portfolio breakdown

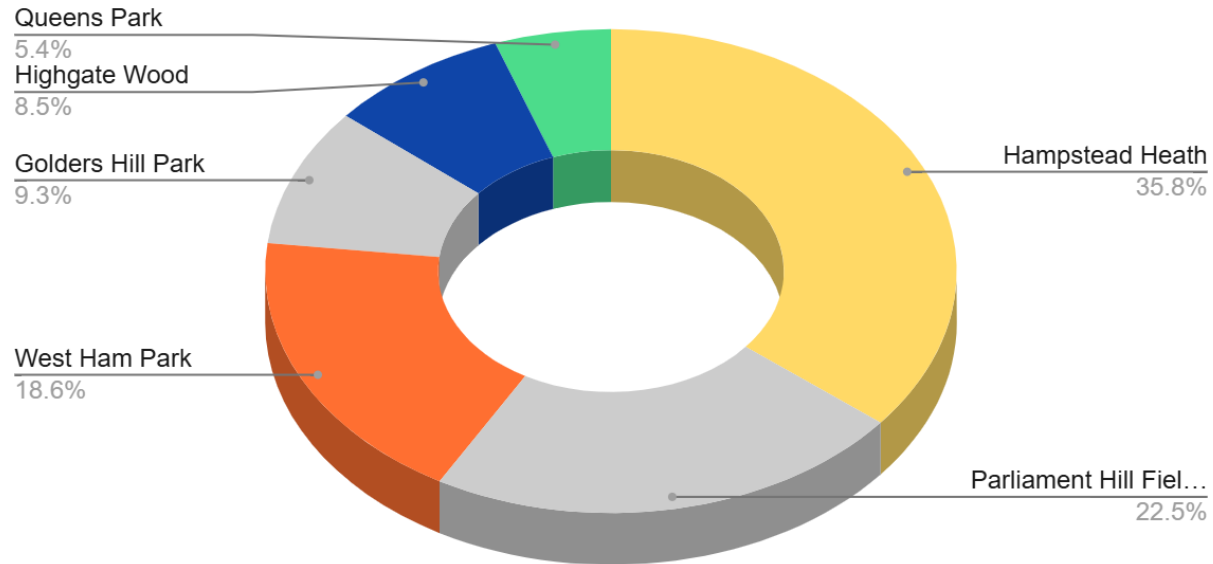
Breakdown of NLOS CWP



Hampstead Heath	£4,463,100.00
Parliament Hill Fields	£2,804,400.00
West Ham Park	£2,319,500.00
Golders Hill Park	£1,154,500.00
Highgate Wood	£1,055,523.00
Queens Park	£678,955.00
NLOS total:	£12,475,978.00



North London Open Spaces - Portfolio breakdown





North London Open Spaces - Year on Year forecasting / spend profile

	Year 1	Year 2	Year 3	Year 4	Year 5
Year on year total	£620,328.00	£3,078,750.00	£1,990,150.00	£2,939,700.00	£3,103,750.00
Hampstead Heath	£148,500.00	£1,036,750.00	£817,750.00	£885,350.00	£964,250.00
Golders Hill Park	£240,000.00	£157,500.00	£65,500.00	£231,000.00	£460,500.00
Parliament Hill Fields	£92,000.00	£809,000.00	£546,900.00	£664,000.00	£669,500.00
Highgate Wood	£119,873.00	£4,500.00	£42,500.00	£512,850.00	£375,500.00
Queens Park	£17,955.00	£95,000.00	£226,000.00	£142,000.00	£199,000.00
West Ham Park	£2,000.00	£976,000.00	£291,500.00	£504,500.00	£435,000.00

City Estate - Year 1 Performance



City Estate	Totals
Year 1 forecast	£2,685,700.00
Year 1 actuals (spend)	£3,112,806.91
Year 1 commitment	£1,597,009.03
Year 1 Commitment & Spend	£4,709,815.94
Current difference (forecast vs actuals)	£427,106.91

08.10.2025

West Ham Park- All Projects



Area Name: West Ham Park	Project Number:	2,336,161	Project Lead	Area Name: West Ham Park	Project Number:	2,336,161	Project Lead
ASBESTOS REMOVAL (ATCOST BUILDING)	C1125CW001	20,000	Matthew Wong	INTERNAL DECORATIONS/REFURBISHMENT (PUBLIC TOILETS)	C1125CW036	36,000	Matthew Wong
CORPORATE SIGNAGE OVERHAUL & REPAINT	C1125CW002	25,000	Matthew Wong	BRICKWORK REPOINTING	C1125CW037	25,000	Matthew Wong
FABRIC CONDITION SURVEY FOR FMP	C1125CW003	20,000	Matthew Wong	CHANGING ROOMS REFURBISHMENT	C1125CW038	36,000	Matthew Wong
FOOTPATH RESURFACING	C1125CW004	30,000	Matthew Wong	EXTERNAL DECORATIONS	C1125CW039	6,000	Matthew Wong
GARDEN STRUCTURES REPLACEMENT	C1125CW005	20,000	Matthew Wong	FLOORING REPLACEMENT (OTHER AREAS)	C1125CW040	55,000	Matthew Wong
BOLLARD REPLACEMENT (MAIN GATES) (ELECTRIC RISING)	C1125CW006	20,000	Simon Collins	FLOORING REPLACEMENT (SHOWERS AREA)	C1125CW041	30,000	Matthew Wong
LUMINAIRES REPLACEMENT	C1125CW007	4,000	Simon Collins	INTERNAL DECORATIONS	C1125CW042	4,000	Matthew Wong
BOILER REPLACEMENT	C1125CW008	30,000	Chris Sharpe	SHOWER AREAS REFURBISHMENT	C1125CW043	55,000	Matthew Wong
IRRIGATION SYSTEM CONTROL PANEL REPLACEMENT	C1125CW009	20,000	Chris Sharpe	LIGHTING REPLACEMENT	C1125CW044	2,000	Simon Collins
IRRIGATION SYSTEM REPLACEMENT	C1125CW010	30,000	Chris Sharpe	BOILER REPLACEMENT (DHWS)	84100005	60,000	Chris Sharpe
FOOTPATH OVERHAUL (BRICK PAVOUR)	C1125CW011	15,000	Matthew Wong	EXTERNAL DECORATIONS INCL. WASHDOWN	C1125CW045	6,000	Matthew Wong
GATES OVERHAUL (METAL)	C1125CW012	4,000	Matthew Wong	INTERNAL DECORATIONS	C1125CW046	6,000	Matthew Wong
ROSE GARDEN PERGOLA OVERHAUL	C1125CW013	2,000	Matthew Wong	ROOF REPLACEMENT	84100006	55,000	Simon Collins
ORNAMENTAL FOUNTAIN SAFETY INSPECTION	C1125CW014	2,000	Matthew Wong	LANDLORDS LIGHTING & POWER REWIRE	C1125CW047	20,000	Simon Collins
ORNAMENTAL FOUNTAIN STONE SURFACES REPOINTING	C1125CW015	2,000	Matthew Wong	BOILER REPLACEMENT	C1125CW048	12,000	Chris Sharpe
BRIDGE INSPECTION/SURVEY	C1125CW016	4,000	Matthew Wong	BRICKWORK AND STONEMWORK REPOINTING	C1125CW049	20,000	Matthew Wong
DECORATION	C1125CW017	2,500	Solomon Meredith	DECORATIONS TO BOUNDARY GATES & RAILINGS	C1125CW050	96,000	Matthew Wong
GLASS HOUSES REPLACEMENT BOARD UP/WRAP UP GLAZING	C1125CW018	30,000	Solomon Meredith	DECORATIONS TO GATES AND RAILINGS (INSIDE PARK)	C1125CW051	50,000	Matthew Wong
PAVING REPLACEMENT	C1125CW019	2,000	Solomon Meredith	FENCING REPLACEMENT OF VARIOUS AREAS	C1125CW052	8,500	Matthew Wong
WALL/CILL OVERHAUL (GLASSHOUSES)	C1125CW020	4,500	Solomon Meredith	FENCING TREATMENT (TIMBER WOOD PRESERVATIVE)	C1125CW053	8,500	Matthew Wong
DECORATION	C1125CW021	4,000	Solomon Meredith	FILTER HOUSE REFURBISHMENT	C1125CW054	8,500	Matthew Wong
ROOF REPLACEMENT	C1125CW022	30,000	Solomon Meredith	PAVING & GENERAL TILING OVERHAUL	C1125CW055	4,000	Matthew Wong
TIMBER FLOORING REPLACEMENT	C1125CW023	20,000	Solomon Meredith	ROOF REPLACEMENT	C1125CW056	2,000	Matthew Wong
LANDLORDS LIGHTING & POWER REWIRE	C1125CW024	2,000	Solomon Meredith	PUMPSET & FILTERS REPLACEMENT	C1125CW057	20,000	Chris Sharpe
INTERNAL DECORATIONS	C1125CW025	4,000	Solomon Meredith	DECORATION FOR 3 x SHELTERS	C1125CW058	20,000	Matthew Wong
DECORATIONS	C1125CW026	3,000	Solomon Meredith	SHELTER BENCHES REPLACEMENT	C1125CW059	4,000	Matthew Wong
COLD FRAMES OVERHAUL	C1125CW027	3,000	Solomon Meredith	EXTERNAL DECORATIONS/OVERHAUL	C1125CW060	8,500	Matthew Wong
INTERNAL DECORATIONS	C1125CW028	3,000	Solomon Meredith	MAJOR REFURBISHMENT	C1125CW061	50,000	Matthew Wong
RAINWATER GOODS REPLACEMENT	C1125CW029	4,000	Solomon Meredith	ROOF/RAINWATER GOODS REPLACEMENT	C1125CW062	30,000	Matthew Wong
HEAT SOURCE - PRESSURISATION UNIT REPLACEMENT	C1125CW030	7,500	Solomon Meredith	BATHROOM REFURBISHMENT	C1125CW063	12,000	Matthew Wong
HEAT SOURCE - VALVES REPLACEMENT	C1125CW031	6,000	Solomon Meredith	EXTERNAL DECORATIONS	C1125CW064	12,000	Matthew Wong
SPACE HEATING - VALVES REPLACEMENT	C1125CW032	4,000	Solomon Meredith	KITCHEN REFURBISHMENT	C1125CW065	30,000	Matthew Wong
LANDLORDS LIGHTING & POWER REWIRE	C1125CW033	20,000	Solomon Meredith	ROOF REPLACEMENT	C1125CW066	36,000	Matthew Wong
GAS HEATER REPLACEMENT	C1125CW034	8,500	Solomon Meredith	WINDOW REPLACEMENT	C1125CW067	36,000	Matthew Wong
EXTERNAL DECORATIONS	C1125CW035	8,000	Matthew Wong	BOILER REPLACEMENT (INC TANK REMOVAL/CONVERT TO	C1125CW068	12,000	Chris Sharpe
EXTERNAL DECORATIONS	C1125CW100	6,000	Matthew Wong	BATHROOM REFURBISHMENT	C1125CW069	12,000	Matthew Wong
FOOTPATH REPLACEMENT	C1125CW101	8,500	Matthew Wong	EXTERNAL DECORATIONS	C1125CW070	4,500	Matthew Wong
KITCHEN REFURBISHMENT	C1125CW102	12,000	Matthew Wong	KITCHEN REFURBISHMENT	C1125CW071	20,000	Matthew Wong
RAINWATER GOODS REPLACEMENT	C1125CW103	4,000	Matthew Wong	ROOF REPLACEMENT (MAIN)	C1125CW072	30,000	Matthew Wong
ROOF INSULATION	C1125CW104	2,000	Matthew Wong	WINDOWS REPLACEMENT	C1125CW073	25,000	Matthew Wong

08.10.2025

West Ham Park- All Projects

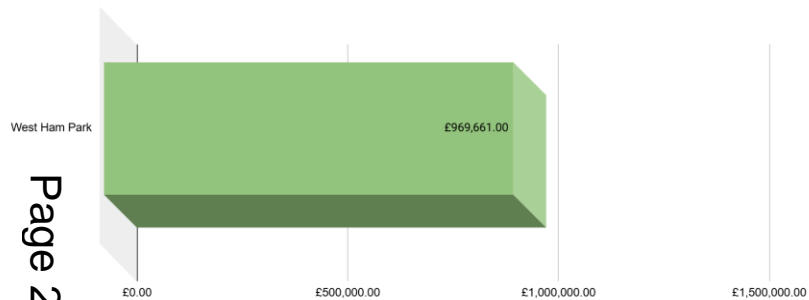


Area Name: West Ham Park	Project Number:	2,336,161	Project Lead	Area Name: West Ham Park	Project Number:	2,336,161	Project Lead
ROOF REPLACEMENT	C1125CW105	20,000	Matthew Wong	BOILER REPLACEMENT (INC TANK REMOVAL/CONVERT TO MAINS)	C1125CW074	12,000	Chris Sharpe
WINDOWS REPLACEMENT	C1125CW106	25,000	Matthew Wong	RADIATORS REPLACEMENT	C1125CW075	6,000	Chris Sharpe
BOILER REPLACEMENT (INC TANK REMOVAL/CONVERT TO MAINS)	C1125CW107	12,000	Chris Sharpe	EXTERNAL DECORATIONS	C1125CW076	8,500	Matthew Wong
RADIATORS REPLACEMENT	C1125CW108	6,000	Chris Sharpe	FENCING REPLACEMENT	C1125CW077	20,000	Matthew Wong
BATHROOM REFURBISHMENT	C1125CW109	12,000	Matthew Wong	HARDSTANDING REPLACEMENT	C1125CW078	8,500	Matthew Wong
EXTERNAL DECORATIONS	C1125CW110	59,000	Matthew Wong	SECURITY ALARM REPLACEMENT	C1125CW079	7,500	Simon Collins
KITCHEN REFURBISHMENT	C1125CW111	20,000	Matthew Wong	BATHROOM REPLACEMENT	C1125CW080	12,000	Matthew Wong
ROOF INSULATION	C1125CW112	2,000	Matthew Wong	EXTERNAL DECORATIONS	C1125CW081	4,500	Matthew Wong
WINDOWS REPLACEMENT	C1125CW113	36,000	Matthew Wong	KITCHEN REFURBISHMENT	C1125CW082	20,000	Matthew Wong
BOILER REPLACEMENT (INC TANK REMOVAL/CONVERT TO MAINS)	C1125CW114	12,000	Chris Sharpe	RAINWATER GOODS REPLACEMENT	C1125CW083	4,000	Matthew Wong
RADIATORS REPLACEMENT	C1125CW115	6,000	Chris Sharpe	ROOF INSULATION	C1125CW084	2,000	Matthew Wong
BATHROOM REFURBISHMENT	C1125CW116	12,000	Matthew Wong	ROOF REPLACEMENT (MAIN)	C1125CW085	20,000	Matthew Wong
EXTERNAL DECORATIONS	C1125CW117	6,000	Matthew Wong	WINDOWS REPLACEMENT	C1125CW086	25,000	Matthew Wong
GARAGE ROOF REPLACEMENT	C1125CW118	6,000	Matthew Wong	BOILER REPLACEMENT (INC TANK REMOVAL/CONVERT TO MAINS)	C1125CW087	12,000	Chris Sharpe
ROOF INSULATION	C1125CW119	2,000	Matthew Wong	RADIATORS REPLACEMENT	C1125CW088	6,000	Chris Sharpe
WINDOWS REPLACEMENT	C1125CW120	36,000	Matthew Wong	BATHROOM REFURBISHMENT	C1125CW089	12,000	Matthew Wong
BOILER REPLACEMENT (INC TANK REMOVAL/CONVERT TO MAINS)	C1125CW121	12,000	Chris Sharpe	EXTERNAL DECORATIONS	C1125CW090	6,000	Matthew Wong
BATHROOM REFURBISHMENT	C1125CW122	12,000	Matthew Wong	FOOTPATH REPLACEMENT	C1125CW091	8,500	Matthew Wong
CONSERVATORY REPLACEMENT	C1125CW123	12,000	Matthew Wong	KITCHEN REFURBISHMENT	C1125CW092	12,000	Matthew Wong
EXTERNAL DECORATIONS	C1125CW124	4,000	Matthew Wong	RAINWATER GOODS REPLACEMENT	C1125CW093	4,000	Matthew Wong
FOOTPATH REPLACEMENT	C1125CW125	8,500	Matthew Wong	ROOF INSULATION	C1125CW094	2,000	Matthew Wong
KITCHEN REFURBISHMENT	C1125CW126	12,000	Matthew Wong	ROOF REPLACEMENT	C1125CW095	20,000	Matthew Wong
RAINWATER GOODS REPLACEMENT	C1125CW127	4,000	Matthew Wong	WINDOWS REPLACEMENT	C1125CW096	25,000	Matthew Wong
ROOF INSULATION	C1125CW128	2,000	Matthew Wong	BOILER REPLACEMENT (INC TANK REMOVAL/CONVERT TO MAINS)	C1125CW097	12,000	Chris Sharpe
ROOF REPLACEMENT (MAIN)	C1125CW129	20,000	Matthew Wong	RADIATORS REPLACEMENT	C1125CW098	6,000	Chris Sharpe
WINDOWS REPLACEMENT	C1125CW130	20,000	Matthew Wong	BATHROOM REFURBISHMENT	C1125CW099	12,000	Matthew Wong
SECURITY ALARM REPLACEMENT	C1125CW131	7,500	Simon Collins	ROOF INSULATION	C1125CW140	2,000	Matthew Wong
BOILER REPLACEMENT (INC TANK REMOVAL/CONVERT TO MAINS)	C1125CW132	12,000	Chris Sharpe	ROOF REPLACEMENT (MAIN)	C1125CW141	20,000	Matthew Wong
RADIATORS REPLACEMENT	C1125CW133	6,000	Chris Sharpe	WINDOWS REPLACEMENT	C1125CW142	20,000	Matthew Wong
BATHROOM REFURBISHMENT	C1125CW134	12,000	Matthew Wong	SECURITY ALARM REPLACEMENT	C1125CW143	7,500	Simon Collins
CONSERVATORY REPLACEMENT	C1125CW135	12,000	Matthew Wong	BOILER REPLACEMENT (INC TANK REMOVAL/CONVERT TO MAINS)	C1125CW144	12,000	Chris Sharpe
EXTERNAL DECORATIONS	C1125CW136	4,500	Matthew Wong	EXTERNAL DECORATIONS	C1125CW145	12,000	Matthew Wong
FOOTPATH REPLACEMENT	C1125CW137	8,500	Matthew Wong	FLOORING REPLACEMENT	C1125CW146	17,387	Matthew Wong
KITCHEN REFURBISHMENT	C1125CW138	12,000	Matthew Wong	ROOF OVERHAUL (PLAIN TILES)	C1125CW147	16,474	Matthew Wong
RAINWATER GOODS REPLACEMENT	C1125CW139	4,000	Matthew Wong	TOILET REFURBISHMENT	C1125CW148	12,000	Matthew Wong
LUMINAIRES REPLACEMENT	C1125CW153	7,500	Simon Collins	DOOR ENTRY SYSTEM REPLACEMENT	C1125CW149	1,500	Simon Collins
BOILER & HOT WATER SYSTEM REPLACEMENT	C1125CW154	25,000	Chris Sharpe	EMERGENCY LIGHTING BATTERY REPLACEMENT	C1125CW150	2,000	Simon Collins
RADIATORS REPLACEMENT	C1125CW155	12,000	Chris Sharpe	EMERGENCY LIGHTING REPLACEMENT	C1125CW151	4,000	Simon Collins

West Ham Park- Year 2 & 3 forecast



Year 2 (NLOS) Forecast



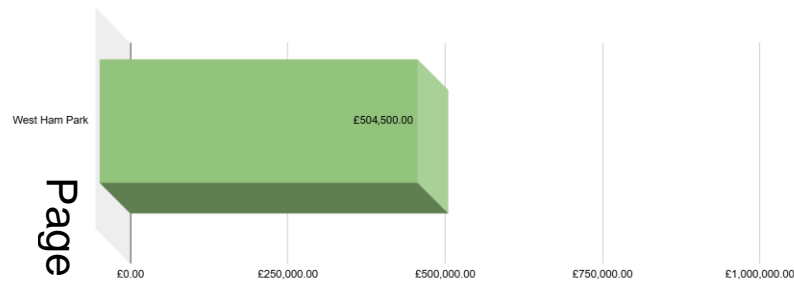
Year 3 (NLOS) Forecast



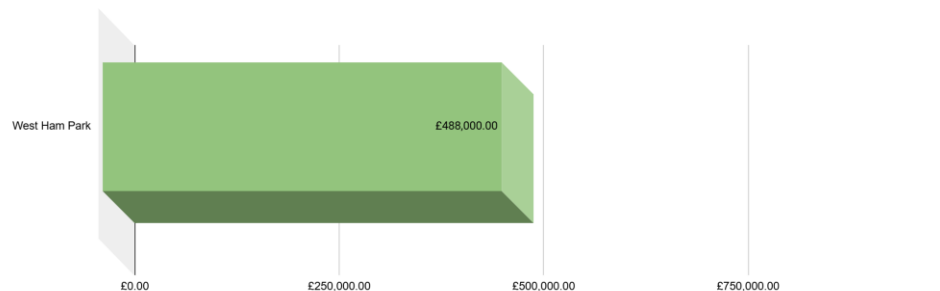
West Ham Park- Year 4 & 5 forecast



Year 4 (NLOS) Forecast



Year 5 (NLOS) Forecast



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City of London Corporation Committee Report

Committee(s): West Ham Park Committee	Dated: 23/10/2025
Subject: Risk Management Update Report	Public report: For Decision
This proposal: <ul style="list-style-type: none"> • delivers Corporate Plan 2024-29 outcomes • provides business enabling functions 	Corporate Plan Outcomes: Diverse engaged communities Vibrant thriving destination Providing excellent services Flourishing public spaces Leading sustainable environment Business enabling functions: Risk Management
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:	Joanne Hill, Environment Department

Summary

This report is presented to provide the West Ham Park Committee with assurance that risk management procedures in place within the Environment Department and its Natural Environment Division, which includes West Ham Park, are satisfactory and meet the requirements of the Corporate Risk Management Framework and the Charities Act 2011. Risk is reviewed regularly within the Department as part of the ongoing management of the operations.

Your Committee is responsible for the West Ham Park Charity (registered charity number: 206948). In accordance with the Charity Commission's Statement of Recommended Practice (SORP), Trustees are required to confirm in the charity's annual report that any major risks to which the charity is exposed have been identified and reviewed and that systems are established to mitigate those risks. By following the processes defined in the Corporate Risk Management Framework, the management of these risks meets the requirements of the Charity Commission.

The West Ham Park risk register is summarised in the main body of this report and provided in full at Appendix 1.

Recommendation

West Ham Park risk management: Members are asked to confirm, on behalf of the City Corporation as trustee, that the register appended to this report satisfactorily sets out the key risks to the charity and that appropriate systems are in place to effectively identify and mitigate risk.

Main Report

Background

Corporate Risk Management Process

1. The City of London's Risk Management Framework incorporates the Risk Management Policy; the Risk Management Strategy 2024-29; and Risk Management Guidance and Training.
2. The Risk Management Policy outlines the City Corporation's overarching approach and requirements in risk management.
3. The Risk Management Strategy 2024-2029 articulates the City of London Corporation's approach to identifying, mitigating, and managing risk. It ensures that the City Corporation upholds duties, delivers priorities, and supports and aligns with organisational ambitions including our Corporate Plan 2024-2029 strategic outcomes enabling delivery, continuous improvement and innovation.

Risk governance and reporting

4. For each natural environment charity, the responsible Management Committee retains oversight of risk, with officers under their relevant delegated authority in the operational management of the charity having day-to-day responsibility for managing and controlling risk.
5. The Charity Commission requires Trustees to confirm in a charity's annual report that any major risks to which the charity is exposed have been identified and reviewed and that systems are established to mitigate those risks. These risks are to be reviewed annually.
6. The City of London's Risk Management Framework requires each Chief Officer to report regularly to Committees on the risks faced by their department.
7. Your Committee, on behalf of the City Corporation as Trustee, reviews the risks faced by the West Ham Park charity on a quarterly basis to gain assurance that risks are being effectively identified and managed. This reporting frequency aligns with the City of London's Risk Management Framework and exceeds the requirements of the Charity Commission.

8. Detailed risk registers are presented every six months. The two interim quarterly reports present summary risk registers, with individual risks being reported in detail by exception.
9. New risk management reporting appendices have recently been developed for use across all departments as part of the *Informed Decision Making* objective of the Risk Management Strategy 2024-2029. These appendices are intended to help promote consistency and accuracy in risk management reporting to support strategic decision-making. Members will note that the risk register appended to this report takes this new format.

Current Position

10. The Executive Director Environment assures your Committee that all risks held by the West Ham Park charity continue to be managed in compliance with the Corporate Risk Management Framework and the Charities Act 2011.
11. Risks are regularly reviewed by the Assistant Director and his management team, in consultation with risk owners, with updates recorded in the corporate risk management information system. Risks are assessed on a likelihood-impact basis, and the resultant score is associated with a traffic light colour. For reference, the City of London's Risk Matrix is provided at Appendix 2.
12. New and emerging risks are identified through several channels, including:
 - Directly by Senior Leadership Teams as part of the regular review process.
 - In response to ongoing review of progress made against Business Plan objectives and performance measures, e.g., slippage of target dates or changes to expected performance levels.
 - In response to emerging events and changing circumstances which have the potential to impact on the delivery of services. For example, changes to legislation, resource availability, severe weather events.
13. The two highest risks for the West Ham Park charity remain the '**Decline in condition of assets**' and 'Work related stress', each of which is currently scored at Red 16 (likely to occur, with a major impact).
 - a. **Decline in condition of assets** - There are ongoing concerns about inadequate repair and maintenance of the charity's built assets and a range of actions are underway with the aim of reducing this risk.

Chief Officers in occupation are typically accountable for asset condition within their functional area. They are responsible for commissioning required work, and ensuring an appropriate funding route is identified. This action is often delivered upon the professional advice of the City Surveyor's Department (CSD). Once a work package is commissioned, it is the responsibility of CSD to deliver those works as agreed and funded within the given cost/timeline/specifications. Regular liaison meetings between the two departments are held to manage the delivery programme.

Recent progress includes the completion of works to the changing rooms, as well as repairs to the playground surface covering. Refurbishment of the public toilets will commence in the autumn.

The mitigating actions for this risk include one owned by the CSD's Operations Group Director: to deliver work packages as agreed with the Environment Department. This and all other actions are kept under regular review.

- b. **Work related stress** – Some members of staff are currently experiencing increasingly high workloads due to insufficient staffing levels to meet greater service delivery demands. This is leading to higher levels of work-related stress and anxiety, with individuals working additional, unpaid, hours. Senior Management are actively working to address this risk and are undertaking a range of actions, including ensuring appropriate support for individuals; better prioritisation of workstreams; reviewing staff rotas; and identification of additional funding to increase staff resources. It is hoped that these actions will, in time, reduce the risk score to Amber 12 (possible / major impact). Other appropriate actions will be considered to enable a further reduction.

West Ham Park Risks

14. The West Ham Park Risk Register contains nine risks (two RED, six AMBER, one GREEN) which are owned and managed by the Assistant Director, North London Open Spaces, and his management team.
15. Since the date of the last report to your Committee, all risks have been reviewed and updated in the risk management information system; none of the risk scores have changed. The risks are listed below along with their direction of travel and an explanation of any significant changes. Full details of the risks and their mitigating actions are set out in the detailed risk register at Appendix 1.
- **ENV-NE-WH 011: Decline in condition of assets**
(Current risk score: RED 16, constant)
 - **ENV-NE-WH 015: Work related stress**
(Current risk score: RED 16, constant)
 - **ENV-NE-WH 004: Budget pressures**
(Current risk score: AMBER 12, constant)
 - **ENV-NE-WH 006: Adverse impacts of extreme weather and climate change**
(Current risk score: AMBER 12, constant)
 - **ENV-NE-WH 003: Risk to health and safety**
(Current risk score: AMBER 8, constant)
 - **ENV-NE-WH 009: Impacts of anti-social behaviour on staff and sites**
(Current risk score: AMBER 8, constant)

- **ENV-NE-WH 014: Tree event or failure**
(Current risk score: AMBER 8, constant)
This risk remains at a score of Amber 8 (likely to occur with a serious impact). However, the approach has changed from aiming to reduce the risk, to accepting that it is at the lowest achievable level. Tree and limb failures are increasing due to the ongoing effects of climate change. There are no actions available that would reduce the likelihood of the risk, nor the impact should it occur. However, officers continue to take a range of actions to control the risk and maintain it at the current level, ensuring the safety of staff and site users.
- **ENV-NE-WH 005: Negative impacts of pests and diseases**
(Current risk score: AMBER 6, constant)
- **ENV-NE-WH 010: Negative impacts of development and encroachment** (Current risk score: GREEN 4, constant)

Corporate and Strategic Implications

16. Effective management of risk is at the heart of the City Corporation's approach to delivering cost effective and valued services to the public as well as being an important element within the corporate governance of the organisation.
17. The risk management processes in place in the Environment Department support the delivery of the Corporate Plan 2024-29, our Departmental high-level Business Plan, charity business plans, the Natural Environment Division's core strategies, and relevant corporate strategies, including, but not limited to, the Climate Action; Cultural; Sport; and Volunteering Strategies.
18. Risks which could have a serious impact on the achievement of business and strategic objectives are proactively identified, assessed and managed in order to minimise their likelihood and/or impact.

Conclusion

19. The proactive management of risk, including the reporting process to Members, demonstrates that the Natural Environment Division of the Environment Department, which includes West Ham Park, is adhering to the requirements of the City of London Corporation's Risk Management Framework and the Charities Act 2011.

Appendices

- Appendix 1 – West Ham Park Risk Register
- Appendix 2 – City of London Corporation Risk Matrix

Contact

Joanne Hill, Business Planning and Compliance Manager, Environment Department

Joanne.Hill@cityoflondon.gov.uk

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ENV NE - West Ham Park Risk Register

Report Type: Risks Report

Report Author: Joanne Hill


Generated on: 23 September 2025




Rows are sorted by Risk Score

Risk Level Description Service

Risk Code	ENV-NE-WH 011	Risk Title	<i>Decline in condition of assets</i>
<div>Page 37</div> <div>Description</div>	<p>Cause: Inadequate proactive and reactive maintenance related to insufficient budget for maintenance, repairs and Cyclical Works Programme, and limited capital works programme. Delays in works being carried out once faults are reported. Lack of staff resources at West Ham Park. Lack of clarity (cross-departmentally) around roles and responsibilities for facilities maintenance.</p> <p>Event: Operational and public buildings further decline, becoming unusable and/or unsafe.</p> <p>Effect: Serious injury to a member of the public or member of staff. Service capability disrupted/operational impact. Continuation of decline in condition of assets. Ineffective use of staff resources. Damage to corporate reputation. Increased costs for reactive maintenance. Overrun of additional works programme.</p>		

Current Risk			
	Risk Score	Likelihood	Impact
	16	Likely	Major
	Red	Trend	Constant

Target Risk		
	Risk Score	12
	Likelihood	Impact
	Possible	Major
Amber	Target Date	31-Dec-2026

Original Risk		
	Risk Score	<div>Likelihood</div> <div>Impact</div>
	12	Possible
	Amber	Creation Date

<p>Page 38</p>	<p>Chief Officers in occupation are typically accountable for asset condition within their functional area. They are responsible for commissioning required work, and ensuring an appropriate funding route is identified. This action is often delivered upon the professional advice of the City Surveyor's Department (CSD). Once a work package is commissioned, it is the responsibility of CSD to deliver those works as agreed and funded within the given cost/timeline/specifications.</p>	
<p>Latest Note</p>	<p>Surveys of condition of high priority assets have been undertaken. These will inform further agreements and working with City Surveyor's Department (CSD) to maximise investment in neglected assets, particularly housing in need of improvement and buildings that have income generation potential.</p> <p>Work is underway with CSD and other corporate departments to assess, allocate and prioritise the funding to areas of most need.</p> <p>Internal and external works to the changing rooms were completed in the summer and refurbishment of the public toilets will commence in autumn. Tiger mulch repairs have been carried out in the playground.</p> <p>The Assistant Director Charity Development is taking forward recommendations for changes to ways of working with CSD and other corporate departments. In particular, Service Level Agreements.</p>	<p>23-Sep-2025</p>

Appendix 1

	The Natural Environment Charity Review is considering alternative funding options, including the use of reserve funds in order for charities to have greater influence over management and investment in their assets.	
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Risk Level	Service
Department	Environment

Risk Approach	Reduce
Risk Owner	Bill LoSasso

Associated Actions

Ref No:	Description	Latest Note	Note Date	Owned By	Due Date
ENV-NE-WH 011a Condition of assets Page 39	Review condition of assets in conjunction with City Surveyor's Department.	As part of the discussions with the City Surveyor's Department (CSD) to agree roles and responsibilities, the open space charities are seeking to reintroduce a programme of cyclical condition surveys of assets by CSD. In the meantime, local staff perform episodic inspections as capacity allows.	23-Sep-2025	Bill LoSasso; Jonathan Meares; Charlotte Williams	31-Dec-2025
ENV-NE-WH 011b Annual building inspections	Annual inspections of all buildings, including residential, carried out jointly by local teams and City Surveyor's Department to capture maintenance needs.	Annual inspections of built assets were undertaken in conjunction with the City Surveyor's Department (CSD) and are now contingent upon there being sufficient capacity and resource. There is currently insufficient resource within the local team to complete all inspections but officers continue to liaise with colleagues in CSD to progress this. This is an ongoing action and is kept under review.	23-Sep-2025	Bill LoSasso; Jonathan Meares; Charlotte Williams	31-Dec-2025
ENV-NE-WH 011g Asset review	Asset management review	The Natural Environment Charity Review (NECR) has compiled a comprehensive list of all assets and determined ownership.	23-Sep-2025	Bill LoSasso; Jonathan Meares;	31-Mar-2026

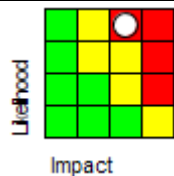
Appendix 1

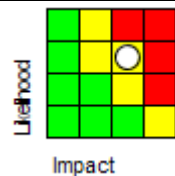
		Consultants have been appointed to carry out an independent review of complementary land assets – their report is due at the end of 2025 and will be presented to Committees in Q1 2026.		Charlotte Williams	
ENV-NE-WH 011h Liaison with City Surveyor's Department	Hold regular Client Liaison meetings with City Surveyor's Department to discuss issues and raise concerns about Building Repairs and Maintenance and Projects.	<p>The Assistant Property Facilities Manager (APFM) is in regular contact with Natural Environment Division stakeholders. Officers are continuing to work with CSD to resolve service delivery issues.</p> <p>We are establishing regular project prioritisation meetings with the CWP (Cyclical Works Programme) Team for project oversight.</p> <p>This is an ongoing action and is kept under review.</p>	23-Sep-2025	Bill LoSasso; Jonathan Meares; Charlotte Williams	31-Dec-2025
ENV-NE-WH 011i Delivery of works	City Surveyor's Department to deliver works as agreed and funded either by CWP funds and/or directly by the Environment Department.	<p>The CSD's Operations Group deliver work packages as agreed with the Environment Department, within agreed allocated funds, timelines and specifications. This is delivered either via the Cyclical Works Programme (CWP), capital and/or local risk budget.</p> <p>Regular liaison meetings are held between Environment and CSD to manage the delivery programme, and to ensure any risks / issues / conflicts / etc are escalated and understood by all parties.</p>	23-Sep-2025	Peter Collinson	31-Dec-2025

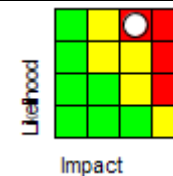
Risk Code	ENV-NE-WH 015
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Risk Title	<i>Work related stress</i>
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Description	<p>Cause: Insufficient staffing numbers available to meet existing workloads and ensure adequate coverage as a consequence of significant cuts to NLOS staffing during the Target Operating Model (TOM2) process and other reductions. Increasing levels of anti-social behaviour by members of the public.</p> <p>Event: Staff are overworked, lone working, critical services are not delivered, procedures are not updated or followed.</p> <p>Effect: Higher staff absence; increased staff turnover; reduced staff wellbeing and mental and physical health; inability to deliver services; reputational damage due to decreased service delivery; increased risk of accident and injury to staff or public.</p>
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Current Risk		
Risk Score	Likelihood	Impact
16	Likely	Major
Red	Trend	Constant

Target Risk		
Risk Score	Likelihood	Impact
12	Possible	Major
Amber	Target Date	31-Dec-2026

Original Risk		
Risk Score	Likelihood	Impact
16	Likely	Major
Red	Creation Date	30-Apr-2025

Latest Note	<p>Some members of staff are experiencing overwork due to insufficient staffing levels, and are working additional, unpaid, hours to meet service delivery demands. This is resulting in increased levels of workplace stress and anxiety. The current risk score is assessed as Red 16 (likely to occur with a major impact) to reflect this.</p> <p>Additional external security has been brought in to patrol the park, proactively engage with park users, and enforce byelaws where necessary.</p> <p>Senior Management are working to address this situation as identified in the actions below.</p>	23-Sep-2025
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Appendix 1

	We aim to reduce the risk score to the initial target of Amber 12 (possible/major) by the end of 2026, and we will consider other actions which may enable the score to reduce.	
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Risk Level	Service
Department	Environment

Risk Approach	Reduce
Risk Owner	Bill LoSasso

Associated Actions

Ref No:	Description	Latest Note	Note Date	Owned By	Due Date
ENV-NE-WH 015a Business Planning	Improve prioritisation of tasks through the new Five-Year Charity Business Plan.	The updated business planning process for the charity is being refined and implemented to better prioritise workstreams and reduce overwork where possible. This will be reviewed and improved annually.	23-Sep-2025	Bill LoSasso	31-Mar-2026
ENV-NE-WH 015b Staff rotas	Review staff rotas	Staff rotas will be reviewed during 2025 to modernise work schedules and quantify/document staffing gaps where possible.	23-Sep-2025	Bill LoSasso	31-Dec-2025
ENV-NE-WH 015c Income generation	Identify additional funding to increase staff resource.	A Head of Development and Partnerships has been appointed to support income generation and fundraising. We hope that the work of this officer will identify funding for additional staff resources. The due date of this action is set for December 2026 to enable time for the impact of the post holder's work to start to be realised.	23-Sep-2025	Bill LoSasso	31-Dec-2026
ENV-NE-WH 015d Natural Environment	Seek options through the Natural Environment Charity Review.	Senior Managers will advocate, via the Natural Environment Charity Review (NECR), for restoration of funding, which was cut during	23-Sep-2025	Bill LoSasso	31-Mar-2026

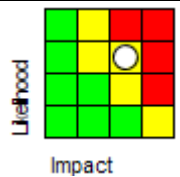
Charity Review		the Target Operating Model (TOM2) process and elsewhere.			
ENV-NE-WH 015e Provide support for staff	Liaise with HR and Occupational Health	<p>Senior Managers will continue to liaise with HR and the Occupational Health service as appropriate to ensure support is provided for staff. Stress Risk Assessments will be considered where appropriate.</p> <p>This is an ongoing action which is kept under regular review. The due date shown is the date of the next review.</p>	23-Sep-2025	Bill LoSasso	31-Dec-2025

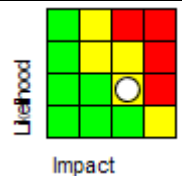
Risk Code	ENV-NE-WH 004
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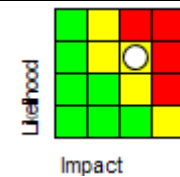
Risk Title	<i>Budget pressures</i>
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Description	<p>Cause: Reduced budgets; running costs of West Ham Park exceed income generation; expanding demand on services; aging assets requiring investment.</p> <p>Event: Adequate funds are not available to maintain sufficient staffing levels, provide services and maintain the built assets.</p> <p>Effect:</p> <p>Failure to deliver statutory duties.</p> <p>Failure to meet strategic objectives.</p> <p>Decline in range, and quality, of services.</p> <p>Closure of facilities.</p> <p>Decline of the built environment.</p> <p>Reputational damage to the City of London.</p>
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Page 4

Current Risk		
Risk Score	Likelihood	Impact
12	Possible	Major
Amber	Trend	Constant

Target Risk		
Risk Score	Likelihood	Impact
8	Unlikely	Major
Amber	Target Date	31-Dec-2026

Original Risk		
Risk Score	Likelihood	Impact
12	Possible	Major
Amber	Creation Date	25-Nov-2015

Latest Note	<p>The new operational structure devotes staff resource to develop income generation - we have appointed a Head of Development and Partnerships to support income generation and fundraising.</p> <p>The date by which we aim to reduce this risk to the target score has been extended to December 2026 to allow time for the results of the new post holder's work to begin to be realised.</p>	23-Sep-2025
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Appendix 1

	West Ham Park is one of the Natural Environment charities which transitioned to a grant funding model in 2025/26 (moving from the previous deficit funding model).	
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Risk Level	Service
Department	Environment

Risk Approach	Reduce
Risk Owner	Bill LoSasso

Associated Actions

Ref No:	Description	Latest Note	Note Date	Owned By	Due Date
ENV-NE-WH 004a Budget monitoring Page 45	Monitor budgets monthly and consider income generation opportunities.	Regular review and forecasting of the budget position is undertaken with the Chamberlain's Department. The new Head of Development and Partnerships will focus on developing income generation opportunities.	23-Sep-2025	Bill LoSasso; Jonathan Meares; Charlotte Williams	31-Mar-2026
ENV-NE-WH 004b Appoint Head of Development and Partnerships	Appoint Head of Development and Partnerships	This action is complete and will be closed - the new Head of Development and Partnerships has been appointed and is now in post.	23-Sep-2025	Bill LoSasso	
ENV-NE-WH 004c Service reductions	Consider reduction of service provision if necessary.	From the present until the end of the next fiscal year, officers will assess the need to review, and consider reduction of, service provision.	23-Sep-2025	Bill LoSasso	31-Mar-2027
ENV-NE-WH 004d Cost	Ensure cost recovery for services where appropriate.	Ensure cost recovery for services provided where appropriate.	23-Sep-2025	Bill LoSasso	31-Dec-2026

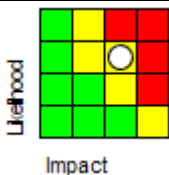
Appendix 1

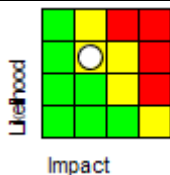
recovery		This is an ongoing action and will be kept under regular review.			
ENV-NE-WH 004e Income generation	Head of Development and Partnerships to focus on income generation.	The new post of Head of Development and Partnerships has now been appointed to. The post holder will focus on income generation and fundraising.	23-Sep-2025	Bill LoSasso	31-Mar-2026

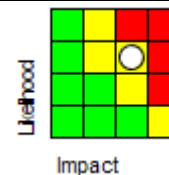
Risk Code	ENV-NE-WH 006	Risk Title	<i>Adverse impacts of extreme weather and climate change</i>
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Description	<p>Cause: Climate change: more frequent and severe storms, wind, rainfall, snow or drought.</p> <p>Event: More frequent and severe storm damage, flooding, and fires.</p> <p>Effect:</p> <p>Injury or death to staff, visitors, contractors and volunteers.</p> <p>Damage to flora and fauna.</p> <p>Damage to property (City of London owned property and that of neighbours and service users).</p> <p>Disruptions to service delivery.</p> <p>Temporary site/area closures.</p> <p>Increased demand for staff resources to respond to incidents and maintain site safety.</p> <p>Increased costs for reactive management and insurance claims.</p>
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Current Risk		
Risk Score	Likelihood	Impact
12	Possible	Major
Amber	Trend	Constant

Target Risk		
Risk Score	Likelihood	Impact
6	Possible	Serious
Amber	Target Date	31-Mar-2026

Original Risk		
Risk Score	Likelihood	Impact
12	Possible	Major
Amber	Creation Date	25-Nov-2015

Latest Note	<p>The current risk score remains Amber 12 (possible / major) due to the increased frequency of extreme weather events.</p> <p>An Extreme Weather Protocol is in place and has been successfully implemented several times due to storms.</p>	23-Sep-2025
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Appendix 1

	<p>This improves our ability to reduce the risk by closing the site before extreme weather events occur. The Extreme Weather Protocol will be reviewed by the end of March 2026.</p> <p>Increased watering is carried out during drought conditions.</p> <p>The target date of the risk has been amended to reflect the timeline of this action.</p>	
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Risk Level	Service
Department	Environment

Risk Approach	Reduce
Risk Owner	Jonathan Meares; Charlotte Williams

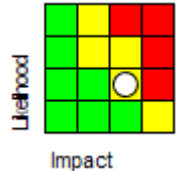
Associated Actions

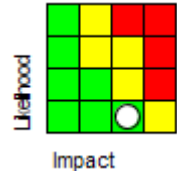
Ref No:	Description	Latest Note	Note Date	Owned By	Due Date
ENV-NE-WH 006a Plant species	Increased variety of species planted in order to 'spread the risk', e.g. more drought tolerant species and those better able to cope with a range of temperatures/ rainfall levels.	This is captured in strategic documents, e.g. the City of London Tree Strategy SPD. This is an ongoing action.	23-Sep-2025	Jonathan Meares; Charlotte Williams	31-Dec-2025
ENV-NE-WH 006c Monitoring of warning systems	Monitor weather warnings: fire severity index, hydrological outlook and water situation reports. Use staff email to advise on reactive reporting of weather warnings.	Our Extreme Weather Protocol is in place and will be reviewed by the end of March 2026. The Protocol includes procedures to close the park in high winds. An action log of these decisions is held to monitor patterns. Signage to inform visitors of fire risk has been developed. This is an ongoing action.	23-Sep-2025	Jonathan Meares; Charlotte Williams	31-Mar-2026

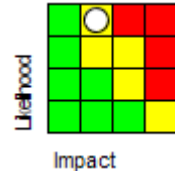
Risk Code	ENV-NE-WH 003
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Risk Title	<i>Risk to health and safety</i>
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Description	<p>Cause: The operation of a large public green space, such as West Ham Park, carries a range of potential health and safety implications for members of the public, staff, volunteers and contractors.</p> <p>Event: Incident or accident with health and safety implications.</p> <p>Effect: Injury or death of a member of the public, volunteer, staff or contractor. Financial penalty as a result of insurance claims, or non-compliance with health and safety legislation. Reputational damage.</p>
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Current Risk		
Risk Score	Likelihood	Impact
8	Unlikely	Major
Amber	Trend	Constant

Target Risk		
Risk Score	Likelihood	Impact
4	Rare	Major
Green	Target Date	31-Mar-2026

Original Risk		
Risk Score	Likelihood	Impact
8	Likely	Serious
Amber	Creation Date	25-Nov-2015

Latest Note	<p>The current risk score remains unchanged, but we aim to reduce it the over coming months by further increasing proactive Health and Safety (H&S) management, including audits, inspections, communications and staffing.</p> <p>Officers are proactively addressing H&S issues and working closely with the departmental and corporate H&S teams.</p> <p>Work is ongoing to clearly define roles and responsibilities pertaining to H&S management across the North</p>	23-Sep-2025
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Appendix 1

	<p>London Open Spaces.</p> <p>The new Corporate Safe365 Health and Safety system is now being used across the North London Open Spaces, including West Ham Park. A H&S Workshop was held at West Ham Park in March to discuss H&S; raise awareness of the importance of H&S compliance; and to ensure that staff are fully aware of their responsibilities. A review of incidents and issues pertaining to health and safety of staff at West Ham Park is being held in October 2025 with the Corporate Director and Head of Profession (Health & Safety).</p> <p>The target date has been extended to reflect the timeline of the mitigating actions.</p>	
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Risk Level	Service
Department	Environment

Risk Approach	Reduce
Risk Owner	Jonathan Meares; Charlotte Williams

Associated Actions

Ref No:	Description	Latest Note	Note Date	Owned By	Due Date
ENV-NE-WH 003a Health and safety culture	Continue to develop a culture of proactively reporting accidents, incidents and near misses.	<p>Officers continue to report accidents and near misses. Accidents are subject to investigation and reviewed by the site supervisor and the Departmental Health and Safety Improvement Group. A local process has also been implemented to ensure recording of all incidents. Relevant training is being organised for staff.</p> <p>A H&S Workshop was held at West Ham Park in March to discuss H&S; raise awareness of the importance of H&S compliance; and to ensure that staff are fully aware of their responsibilities. A review of incidents and</p>	23-Sep-2025	Jonathan Meares; Charlotte Williams	31-Dec-2025

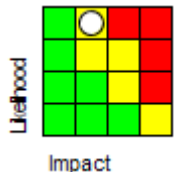
		<p>issues pertaining to health and safety of staff at West Ham Park is being held in October with the Corporate Director and Head of Profession for Health and Safety.</p> <p>This is an ongoing action which is kept under regular review.</p>			
<p>ENV-NE-WH 003g Health and safety site audits</p> <p>Page 51</p>	Continue to undertake regular health and safety audits.	<p>Fire Risk Assessments and water safety audits are undertaken by an external contractor. A full review of Safe Systems of Work (SSoW) has been, and continues to be, undertaken by CoL staff.</p> <p>A fleet audit was recently undertaken by the CoL's Transport Policy Team - the result was largely positive, and the few resulting recommendations are being addressed.</p> <p>This is an ongoing action which is reviewed regularly.</p>	23-Sep-2025	Jonathan Meares; Charlotte Williams	31-Dec-2025
ENV-NE-WH 003h Health and safety meetings	<p>Relevant officers to participate in Departmental Health and Safety Improvement Group meetings. Hold regular Divisional and Sub-Divisional Health and Safety meetings.</p> <p>Keep staff informed, consulted and updated on health and safety matters.</p>	<p>The Head of Operations and Parks chairs the regular North London Open Spaces Health and Safety meetings, and represents NLOS at Divisional, Departmental and Corporate health and safety meetings.</p> <p>This is an ongoing action.</p>	23-Sep-2025	Jonathan Meares; Charlotte Williams	31-Dec-2025
ENV-NE-WH 003i	Annual RoSPA inspections of playgrounds.	Annual RoSPA inspections of all playgrounds are carried out; the next ones are scheduled to	23-Sep-2025	Jonathan Meares;	31-Dec-2025

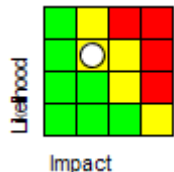
Playground inspections		<p>take place in October 2025</p> <p>Training has been provided to relevant staff to enable them to carry out monthly inspections of playgrounds. A Playground Working Group has been established, and meets quarterly, to discuss ongoing maintenance of playgrounds.</p> <p>A best practice guide for the design, creation, installation and maintenance of playgrounds has been developed.</p>		Charlotte Williams	
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Risk Code	ENV-NE-WH 009
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Risk Title	<i>Impacts of anti-social behaviour on staff and site</i>
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Description	<p>Cause: Crime, irresponsible dog owners, rough sleepers, user conflict, trespass, alcohol. External societal environment, gang conflict.</p> <p>Event: Continued increased in incidents of crime, including knife crime and drug use; anti-social behaviour including litter, dog fouling, dog attacks, public incursions.</p> <p>Effect: Reputational damage; injury to visitors and staff; negative impact on mental health and wellbeing of staff; insurance claims; increased costs to manage effects of damaging public behaviour.</p>
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Current Risk		
Risk Score	Likelihood	Impact
8	Likely	Serious
Amber	Trend	Constant

Target Risk		
Risk Score	Likelihood	Impact
6	Possible	Serious
Amber	Target Date	31-Dec-2025

Original Risk		
Risk Score	Likelihood	Impact
12	Possible	Major
Amber	Creation Date	25-Nov-2015

Latest Note	<p>Poor public behaviour is an ongoing issue at the Park and, as a result, the current risk score remains Amber 8 (likely/serious).</p> <p>Supplementary security services have been used effectively during previous summer periods in response to antisocial behaviour incidents. These were used again during Summer 2025 and are being retained for the foreseeable future. The target date of this risk has been extended to the end of December 2025 which is when the risk will next be reviewed.</p> <p>We continue to work with the London Borough of Newham's Community Safety Team.</p>	23-Sep-2025
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Risk Level	Service
Department	Environment

Risk Approach	Reduce
Risk Owner	Bill LoSasso

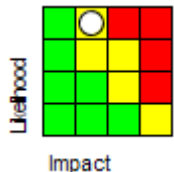
Associated Actions

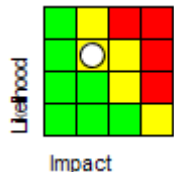
Ref No:	Description	Latest Note	Note Date	Owned By	Due Date
ENV-NE-WH 009b	Develop appropriate partnerships and improve joint working to protect sites	We continue to work with the Met Police; schools liaison; Friends of West Ham Park; Safer Neighbourhood Teams and security companies. West Ham Park is very busy, increasingly so in periods of good weather and school holidays. This is an ongoing action.	23-Sep-2025	Ricky O'Garro	31-Dec-2025
ENV-NE-WH 009c	Develop Departmental 'Abuse of Staff Policy'.	An Environment Department reporting system is in place to enable rapid reporting of instances where staff experience abusive or unacceptable behaviour from members of the public. A Departmental 'Unacceptable Behaviour Protocol' has also been introduced. Locally, all instances of such behaviour are recorded online and via the departmental EEDI reporting email address - appropriate action is taken. The North London Open Spaces team is also making HR colleagues aware of the practical day-to-day challenges of managing open spaces.	23-Sep-2025	Bill LoSasso	31-Dec-2025


Risk Code	ENV-NE-WH 014
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Risk Title	<i>Tree event or failure</i>
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Description	<p>Cause: Large numbers of older, more vulnerable trees which require regular inspection and works to prevent failure. Extreme weather conditions, particularly high winds, heavy/prolonged rain and snow, exacerbate the risk. as does soil compaction.</p> <p>Event: More frequent tree failures. Greater risk during high winds, particularly when accompanied by heavy rainfall, and when trees are in leaf. High levels of soil compaction leading to tree health issues.</p> <p>Effect: Public safety - people (serious injury/death) and property; loss of trees; loss of habitat; insurance claims; reputational damage; increased expense for the City of London.</p>
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Current Risk		
Risk Score	Likelihood	Impact
8	Likely	Serious
Amber	Trend	Constant

Target Risk		
Risk Score	Likelihood	Impact
6	Possible	Serious
Amber	Target Date	31-Dec-2025

Original Risk		
Risk Score	Likelihood	Impact
8	Likely	Serious
Amber	Creation Date	01-Feb-2023

Latest Note	<p>Robust tree management systems are in place to address this risk. These include regular inspections of trees to identify any which are more likely to fail due to structural or health issues. Works are prioritised to ensure the most urgent issues are addressed quickly.</p> <p>The Extreme Weather Protocol contains criteria for closing West Ham Park in extreme weather conditions. The Protocol is under review and a report with recommendations will be presented to the West Ham Park Committee, with the draft revised Protocol, in due course.</p> <p>We are allocating additional resources where needed to manage the tree maintenance programme.</p>	23-Sep-2025
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Risk Level	Service
Department	Environment

Risk Approach	Reduce
Risk Owner	Jonathan Meares

Associated Actions

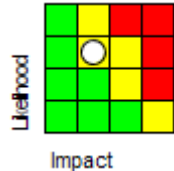
Ref No:	Description	Latest Note	Note Date	Owned By	Due Date
ENV-NE-WH 014a Tree management systems	Continue to comply with established tree management systems.	<p>A tree management system is in place which includes regular inspections. Trees with issues/features that require action are identified and works are prescribed based in order of priority (high, medium and low) with all urgent works undertaken straight away. The North London Open Spaces (NLOS) Tree Team works across all NLOS sites, including West Ham Park.</p> <p>Expert staff are resident at the site and are, therefore, able to monitor tree condition on a continuous basis.</p>	23-Sep-2025	David Humphries; Jonathan Meares; Charlotte Williams	31-Dec-2025
ENV-NE-WH 014b Extreme Weather Protocol	Continue to enforce Extreme Weather Protocol and site closures as appropriate (see also ENV-NE-WH 006: Climate and Weather)	<p>An Extreme Weather Protocol is in place which requires relevant sites/parts of sites to be closed during extreme weather events, such as high winds, lightening/storms or flooding. The protocol will be reviewed by the end of March 2026.</p> <p>The Tree Team has been provided with funding from the Climate Action Strategy Programme to monitor soil compaction in</p>	23-Sep-2025	David Humphries; Jonathan Meares; Charlotte Williams	31-Mar-2026


		West Ham Park and its impact on tree health.			
ENV-NE-WH 014c Tree Safety Policy	Review Divisional Tree Safety Policy	<p>The Natural Environment Division Tree Safety Policy sets out the requirements and processes that must be in place at all sites for proactive tree inspection programmes, based upon prioritisation criteria, and reactive inspections following incidents such as severe weather events. The Policy is based upon guidance issued by the National Tree Safety Group (NTSG) and has proven effective when tested following previous incidents.</p> <p>The Natural Environment Division's Tree Safety Group will review the Policy to check that it is being implemented fully across the Division and amend the content as necessary to reflect any changes.</p> <p>The NTSG has now released revised guidance - the CoL was actively involved in the NTSG review and contributed to this new guidance. The Divisional Group will further review the Divisional Tree Safety Policy to ensure it aligns with the National Guidance.</p>	23-Sep-2025	David Humphries; Jonathan Meares; Charlotte Williams	31-Mar-2026
ENV-NE-WH 014e External audit	Annual tree safety inspections undertaken by the NLOS Tree Team.	An annual review by external consultants of North London Open Spaces' (incl. West Ham Park) Tree Safety Systems was undertaken in January 2025. Actions and recommendations are being taken forward.	23-Sep-2025	David Humphries; Jonathan Meares; Charlotte Williams	31-Dec-2025

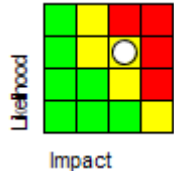
Risk Code	ENV-NE-WH 005
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Risk Title	<i>Negative impacts of pests and diseases</i>
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Description	<p>Cause: Inadequate biosecurity, buying of infected trees, plants or animals. Oak Processionary Moth (OPM) is endemic across England.</p> <p>Event: Sites become infected by plant or tree diseases.</p> <p>Effect: Threat to human health, either directly or indirectly. Service capability disrupted; ineffective use of staff resources; damage to corporate reputation; loss of species; temporary site closures and associated access; increased costs for reactive maintenance.</p>
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Current Risk		
Risk Score	Likelihood	Impact
6	Possible	Serious
Amber	Trend	Constant

Target Risk		
Risk Score	Likelihood	Impact
6	Possible	Serious
Amber	Target Date	31-Dec-2025

Original Risk		
Risk Score	Likelihood	Impact
12	Possible	Major
Amber	Creation Date	25-Nov-2015

Latest Note	<p>Environmental factors, specifically drought and hotter summers will increase vulnerability of trees to pests and diseases. As these factors are beyond our control, we accept that we are unable to reduce this risk, but we will continue to keep the situation under review and take action to maintain the current score. The target date shown is the date the risk will next be reviewed.</p> <p>The threat of OPM across the North London Division (NLOS) is reducing. We are now using almost entirely nature-based solutions for OPM management.</p> <p>Staff continue to manage Massaria and Horse chestnut bleeding canker. Ground compaction is a particular issue,</p>	23-Sep-2025
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<p>Page 5</p>	<p>exacerbated by climate change, which in turn exacerbates Massaria risk.</p> <p>The Tree Team works with the Forestry Commission in conjunction with the London Tree Officers Association on an annual inspection program looking at 53 plots around London for the presence of Canker Stain of Plane (<i>Ceratocystis platani</i>) and <i>Xylella fastidiosa</i>.</p> <p>Sooty Bark Disease is becoming more common, due to warmer, drier summers.</p> <p>Staff continue to be vigilant and inspect for all these and all the other tree pest and diseases on the list. We have Chalara dieback of ash at NLOS which currently is not a major concern. The Division has a Severe Weather Protocol which requires staff to actively review tree canopies for storm damage. The park may be closed in high winds to reduce incidents with tree damage (which may be associated with pests/disease).</p> <p>Staff monitor reports of dead or injured birds at West Ham Park. Where appropriate, birds are tested for Avian Influenza.</p>	
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Risk Level	Service
Department	Environment

Risk Approach	Accept
Risk Owner	Jonathan Meares

Associated Actions

Ref No:	Description	Latest Note	Note Date	Owned By	Due Date
ENV-NE-WH 005b Inspections	Annual tree inspections undertaken by qualified members of the NLOS Tree Team.	<p>Tree inspections are undertaken and resultant works carried out. An annual programme is in place for cyclical inspections and is being met.</p> <p>The Tree Team has been provided with funding from the Climate Action Strategy Programme to monitor soil compaction at West Ham Park and assess its impact on tree</p>	23-Sep-2025	Jonathan Meares	31-Dec-2025

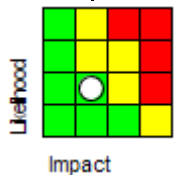
Appendix 1

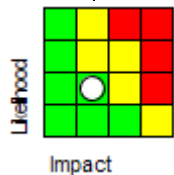
		health			
ENV-NE-WH 005d Information and communicatio n	Maintain relationships with industry bodies and neighbouring local authorities to ensure free flow of information.	Relationships with industry bodies and neighbouring local authorities continue to be maintained.	23-Sep-2025	Jonathan Meares	31-Dec-2025


Risk Code	ENV-NE-WH 010
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Risk Title	<i>Negative impacts of development and encroachment</i>
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Description	<p>Cause: Population growth in London Borough of Newham. Planning Authorities obligation to meeting housing demand. Fail to monitor and challenge planning applications. Lack of resource to employ specialist support or carry out monitoring/research. Lack of partnership working with relevant Planning Authorities.</p> <p>Event: Houses, buildings or other developments on land affecting West Ham Park. Local population growth puts more pressure on the park and its facilities.</p> <p>Effect: Additional pollution, ground compaction and resulting associated effects on tree and plant health. Wear and tear to sports pitches. Lack of budget to facilitate repairs.</p>
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Current Risk		
Risk Score	Likelihood	Impact
4	Unlikely	Serious
Green	Trend	Constant

Target Risk		
Risk Score	Likelihood	Impact
4	Unlikely	Serious
Green	Target Date	31-Dec-2025

Original Risk		
Risk Score	Likelihood	Impact
12	Possible	Major
Amber	Creation Date	25-Nov-2015

Latest Note	<p>The current and target risk scores remain Green 4 (unlikely/serious). This is because our ongoing actions, including collaboration with local stakeholder groups in opposition of potentially damaging developments, have been effective in reducing the risk. We accept the risk at a score of 4 as we are unable to reduce it any further at the present time. The target date shown is the date of the next review.</p> <p>We continue to liaise with relevant partners and stakeholders as necessary.</p>	23-Sep-2025
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Appendix 1

Risk Level	Service
Department	Environment

Risk Approach	Accept
Risk Owner	Bill LoSasso; Charlotte Williams

Associated Actions

Ref No:	Description	Latest Note	Note Date	Owned By	Due Date
ENV-NE-WH 010a Local authorities Local Plans and Core Strategies	Attendance at meetings and respond to consultation on the local plans to help influence the content of the document.	Communication with London Borough of Newham is undertaken as necessary. Stakeholders, including the West Ham Park Committee and the Friends of West Ham Park, are consulted and updated as appropriate.	23-Sep-2025	Bill LoSasso; Charlotte Williams	31-Dec-2025
ENV-NE-WH 010b Local Authority Relationships	Maintain a close partnership with local planning authorities.	Ongoing. Officers respond to planning issues as necessary. Stakeholders, e.g. West Ham Park Committee, the Friends of West Ham Park, and LB Newham are updated as appropriate.	23-Sep-2025	Bill LoSasso; Charlotte Williams	31-Dec-2025
ENV-NE-WH 010c Engage planning consultant	Engage a planning consultant.	Officers will contract with a planning consultant to support continued monitoring of development proposals surrounding West Ham Park.	23-Sep-2025	Bill LoSasso; Charlotte Williams	31-Dec-2025

City of London Corporation Risk Matrix (Black and white version)

Note: A risk score is calculated by assessing the risk in terms of likelihood and impact. By using the likelihood and impact criteria below (top left (A) and bottom right (B) respectively) it is possible to calculate a risk score. For example a risk assessed as Unlikely (2) and with an impact of Serious (2) can be plotted on the risk scoring grid, top right (C) to give an overall risk score of a green (4). Using the risk score definitions bottom right (D) below, a green risk is one that just requires actions to maintain that rating.

(A) Likelihood criteria

	Rare (1)	Unlikely (2)	Possible (3)	Likely (4)
Criteria	Less than 10%	10 – 40%	40 – 75%	More than 75%
Probability	Has happened rarely/never before	Unlikely to occur	Fairly likely to occur	More likely to occur than not
Time period	Unlikely to occur in a 10 year period	Likely to occur within a 10 year period	Likely to occur once within a one year period	Likely to occur once within three months
Numerical	Less than one chance in a hundred thousand (<10-5)	Less than one chance in ten thousand (<10-4)	Less than one chance in a thousand (<10-3)	Less than one chance in a hundred (<10-2)

(B) Impact criteria

Impact title	Definitions
Minor (1)	Service delivery/performance: Minor impact on service, typically up to one day. Financial: financial loss up to 5% of budget. Reputation: Isolated service user/stakeholder complaints contained within business unit/division. Legal/statutory: Litigation claim or find less than £5000. Safety/health: Minor incident including injury to one or more individuals. Objectives: Failure to achieve team plan objectives.
Serious (2)	Service delivery/performance: Service disruption 2 to 5 days. Financial: Financial loss up to 10% of budget. Reputation: Adverse local media coverage/multiple service user/stakeholder complaints. Legal/statutory: Litigation claimable fine between £5000 and £50,000. Safety/health: Significant injury or illness causing short-term disability to one or more persons. Objectives: Failure to achieve one or more service plan objectives.
Major (4)	Service delivery/performance: Service disruption > 1 - 4 weeks. Financial: Financial loss up to 20% of budget. Reputation: Adverse national media coverage 1 to 3 days. Legal/statutory: Litigation claimable fine between £50,000 and £500,000. Safety/health: Major injury or illness/disease causing long-term disability to one or more people Objectives: Failure to achieve a strategic plan objective.
Extreme (8)	Service delivery/performance: Service disruption > 4 weeks. Financial: Financial loss up to 35% of budget. Reputation: National publicity more than three days. Possible resignation leading member or chief officer. Legal/statutory: Multiple civil or criminal suits. Litigation claim or find in excess of £500,000. Safety/health: Fatality or life-threatening illness/disease (e.g. mesothelioma) to one or more persons. Objectives: Failure to achieve a major corporate objective.

(C) Risk scoring grid

Likelihood	Impact				
	X	Minor (1)	Serious (2)	Major (4)	Extreme (8)
	Likely (4)	4 Green	8 Amber	16 Red	32 Red
	Possible (3)	3 Green	6 Amber	12 Amber	24 Red
	Unlikely (2)	2 Green	4 Green	8 Amber	16 Red
	Rare (1)	1 Green	2 Green	4 Green	8 Amber

(D) Risk score definitions

RED	Urgent action required to reduce rating
AMBER	Action required to maintain or reduce rating
GREEN	Action required to maintain rating

This is an extract from the City of London Corporate Risk Management Strategy, published in May 2014.

Contact the Corporate Risk Advisor for further information. Ext 1297

October 2015

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City of London Corporation Committee Report

Committee(s): West Ham Park Committee – For Information	Dated: 23/10/2025
Subject: Operational Finance Progress Report 2025/26 (Quarter 1 April - June) – West Ham Park Charity	Public report: For Information
This proposal: delivers Corporate Plan 2024-29 outcomes provides statutory duties	Providing Excellent Services Flourishing Public Spaces
Does this proposal require extra revenue and/or capital spending?	No
If so, how much?	£0
What is the source of Funding?	N/A
Has this Funding Source been agreed with the Chamberlain's Department?	N/A
Report of:	Executive Director Environment Chamberlain
Report author:	Niranjan Shanmuganathan, Chamberlain's Department

Summary

This report provides an update on the operational finance position as at period 9 (April – June) 2025/26 for the West Ham Park charity (charity registration number: 206948) and sets out the charity's revenue operating budget position to date and projected year-end outturn, current live capital projects and outstanding debt position. It also provides additional information on the various reserve funds held and other relevant finance information relevant to the charity.

As part of the ongoing Charity Review, future training sessions will continue to be developed for both Members and Officers on key aspects of charity finance.

Recommendation

Members are asked to:

- Note the content of this report and its appendices.

Main Report

Background

1. In order to improve financial reporting related to the West Ham Park charity (charity registration no: 206948), a set of financial appendices and commentary has been produced to enable greater clarity of revenue and capital budgets, reserve balances and other financial information needed to allow greater scrutiny of the financial performance of the charity as well as to provide assurance that the Executive Director Environment remains within her overall local risk resources for 2025/26.

2. To ensure your Committee is kept informed about the financial performance of the charity, an update on progress made against budgets as well as other financial matters will be reported to you on a quarterly basis. This approach will allow Members to ask questions and have a timely input into areas of particular importance.
3. Please also note that in the report below, expenditure and adverse variances are represented by brackets, whereas figures without brackets indicate income or favourable variances.

Revenue Operating Budget – 2025/26

4. The latest budget for West Ham Park charity for 2025/26 currently amounts to £2.411m net expenditure. As at June 2025, actual net expenditure amounted to £246k, with a current forecast outturn for 2024/25 of £2.410m net expenditure. This amounts to a projected net underspend of (£1k), equivalent to 0.04% of total budget.
5. A summary of the latest revenue budget position for 2025/26 is shown in Table 1 below, with further detailed information provided in Appendix 1, including reasons for significant budget variances. Budgetary information has been separated to show more clearly the different elements of the budget, comprising direct operating budgets (local and central risk), recharges & support service budgets and City Surveyor managed repairs and maintenance budgets. Information has also been presented in a way that distinguishes between the charity's expenditure and income budgets.

Table 1 – Revenue Operating Budget Summary – June 2025

	Latest Budget	Actual - June 2025	Forecast Outturn	Budget Variance	Percentage Variance
	£'000s	£'000s	£'000s	£'000s	%
Gross Expenditure	2,784	349	2,783	(1)	0.04%
Gross Income	(373)	(104)	(373)	0	0.00%
Net Expenditure	2,411	246	2,410	(1)	0.04%

Expenditure

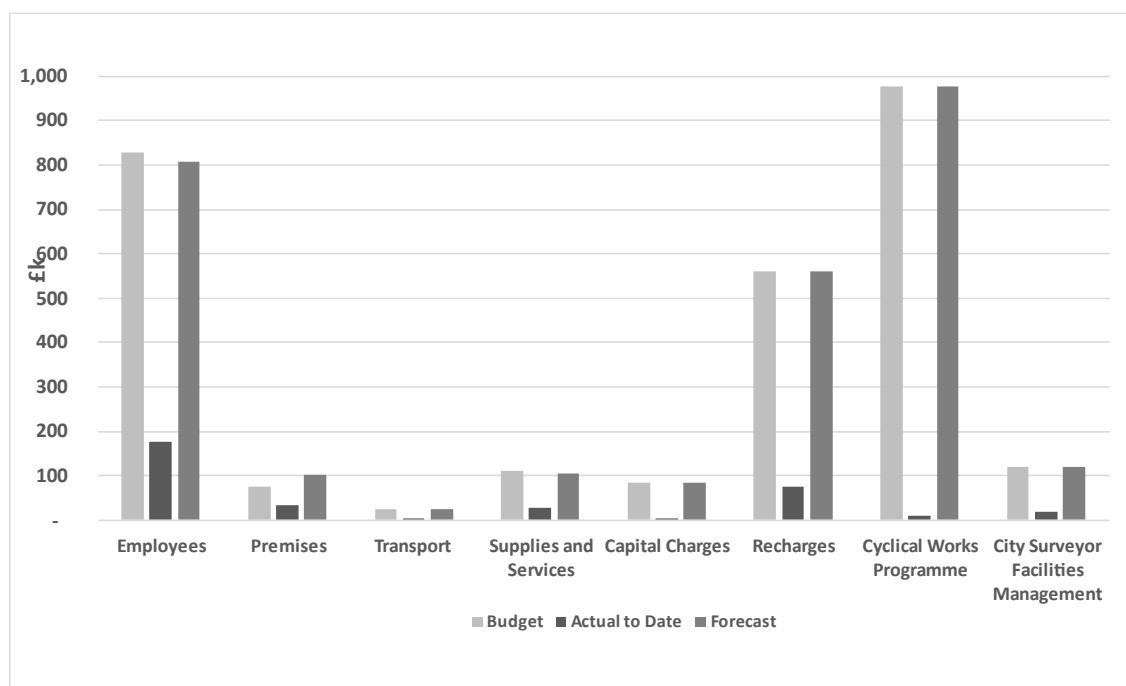
6. A breakdown and analysis of the latest gross expenditure position for 2025/26 is set out in Table 2 below:

Table 2 – Expenditure Summary – June 2025

	Latest Budget	Actual – June 2025	Forecast Outturn	Budget Variance	Percentage Variance
	£'000s	£'000s	£'000s	£'000s	
Direct Operating Budgets	1,125	242	1,124	(1)	0.09%
Recharges and Support Services	561	77	561	0	0.00%
City Surveyor Repairs and Maintenance	1,098	31	1,098	0	0.00%
Total Gross Expenditure	2,784	350	2,783	(1)	0.04%

7. As shown in Table 2, total gross expenditure to the end of June 2025 amounted to £350k, amounting to 12.55% of the total gross expenditure budget for 2025/26 of £2.784m. Graph 1 below also provides a graphical summary of the categories of expenditure incurred by the charity for April to June 2025.

Graph 1 – Expenditure Categories – April to June 2025



8. The charity is currently forecasting total gross expenditure for 2025/26 of £2.783m, a projected underspend of (£1k) 0.04% compared with a total gross expenditure budget of £2.784m. This underspend is primarily explained by the following:
- (£18k) projected underspend in staffing due to delayed recruitment of operative ranger.
 - (£5k) projected underspend in uniform expenditure;
 - (£3k) decrease in staff training, this will be expected to be increased next year for safety training;
 - £25k projected overspend on grounds maintenance due to additional cleaning materials and refuse collection/waste disposal costs.

Income

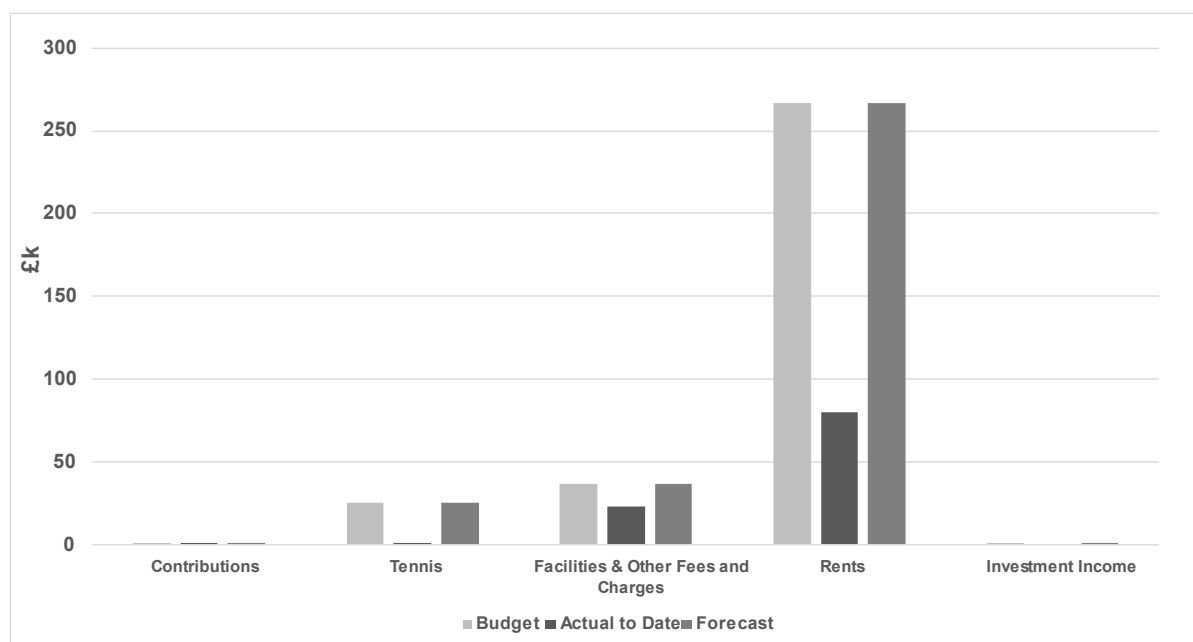
9. A breakdown and analysis of the latest gross income position for 2025/26 is set out in Table 3 below:

Table 3 – Income Summary — June 2025

	Latest Budget	Actual – June 2025	Forecast Outturn	Budget Variance	Percentage Variance
	£'000s	£'000s	£'000s	£'000s	%
Direct Operating Budgets	(331)	(104)	(331)	0	0.00%
Recharges and Support Services	(42)	0	(42)	0	0.00%
Total Gross Income	(373)	(104)	(373)	0	0.00%

10. As shown in Table 3, total income to the end of June 2025 amounted to (£104k), amounting to 27.79% of the total gross income budget to be achieved for 2025/26 of (£373k). Graph 2 below also provides a graphical summary of the categories of income generated by the charity for April to June 2025

Graph 2 – Income Categories – April to June 2025



11. The charity is currently forecasting gross income for 2025/26 of (£373k), this is in line with a total gross income budget of (£373k) for the current financial year.

Capital Projects

12. Table 4 below outlines the current list of live capital projects in progress against their currently approved budget. It should be noted that the “current approved budget” is the amount currently agreed by Members to progress the project to either the next project gateway or until officers request further release of capital funds to progress the scheme.
13. Out of a current approved budget of £1.345m, £1.148m has been spent or committed to date, leaving a remaining budget of £196k to progress the various projects to the next project gateway or release of further capital funds.

Table 4 – Live Capital Projects

Capital Projects - West Ham Park	Total Estimated Cost of Project	Current Approved Budget	Prior Year Actual Spend	In Year Actual Expenditure	In Year Committed Expenditure	Current Approved Budget Unspent
	£'s	£'s	£'s	£'s	£'s	£'s
West Ham Park Nursery	337,035	337,035	226,774	0	0	110,261
West Ham Park Playground	921,540	1,007,519	921,540	0	0	85,979
TOTAL WEST HAM PARK	1,258,575	1,344,554	1,148,314	0	0	196,240

14. Whilst Table 4 shows there is currently an available balance of £110k remaining in the West Ham Park Nursery Capital project, the overall West Ham Park Nursery project has an available balance of £35k remaining. This is a result of an overspend of £75k from funds of £258k received from the Operational Property reserve (OPR) that was made available to the Nursery project.

Outstanding Invoiced Debts

15. At the end of June 2025, total outstanding invoiced debt was £2,966, with no current outstanding debts over 120 days.
16. Table 5 analyses the current level of outstanding debt for the charity according to the age of the debt:

Table 5 – Analysis of Outstanding Invoiced Debts – June 2025

Age of Debt	Outstanding Debts	% of Total Debt Outstanding
0-30 Days	£1,299	43.80%
31-60 Days	£1,086	36.62%
61-90 Days	£214	7.20%
91-120 Days	£367	12.38%
121-365 Days	£0	0.00%
Over 365 Days	£0	0.00%
Total Outstanding Debts	£2,966	100.00%

Charity Reserve Funds

17. Table 6 below provides a summary of the different reserves held by West Ham Park charity as at the end of June 2025, including movements in restricted reserve funds since the start of 2025/26:
18. Further detail is provided in Appendix 2 which lists the individual restricted, unrestricted and designated funds held by West Ham Park charity. It details the opening balance for 2025/26 and any movements in the current financial year to

date. Appendix 2 also provides a technical definition for each of the different types of reserve funds held.

Table 6 - Reserve Funds Summary – June 2025

	Opening Balance 2025/26	Income	Expenditure	Current Balance
Restricted Funds	£0	£0	£0	£0
Unrestricted Funds	£0	£0	£0	£0
Designated Funds	£799,893	£0	£0	£799,893
Total	£799,893	£0	£0	£799,893

Contributions from City of London

19. The current funding model is for the charity's total net expenditure to be fully funded from City's Estate. This also includes the cost of any capital expenditure incurred during the year as well any works managed under the CWP. It should be noted that any change to the amount of expenditure incurred or income generated over the course of the year will have an impact on the overall level of contribution from the City required by the charity at year end. The total contribution is therefore calculated based on the charity's **actual total net running costs for the year** in addition to any capital expenditure and CWP costs incurred during the year.
20. The table below sets out the contribution provided from City's Estate to the charity over a five-year period. This includes a forecast of the contribution currently expected to be required for 2025/26. This is broken down by the level of gross expenditure and income generated as well as any CWP works and capital expenditure funded through City's Estate.

Table 7 – Contributions from City's Estate – 2021/22 to 2025/26

West Ham Park	2021/22	2022/23	2023/24	2024/25	2025/26 (Est.)
	£'000s	£'000s	£'000s	£'000s	£'000s
Gross Expenditure	1,336	1,343	1,519	1,589	1,638
Cyclical Works Expenditure	65	110	31	137	978
Capital Expenditure	148	792	7	0	0
Gross Income	(290)	(286)	(323)	(311)	(331)
Total Contribution from City of London - West Ham Park	1,259	1,959	1,234	1,414	2,285

21. Table 7 indicates an increase in the forecasted contribution required from City's Estate for 2025/26 compared with the previous financial year 2024/25 due to an increase in capital expenditure and cyclical works expenditure planned by the City Surveyor to the newly agreed programme for CWP works.
22. Members should note that for 2025/26, both Epping Forest and West Ham Park have moved to a grant funded model with all other Natural Environment charities except for Keats House becoming grant funded from 2026/27. This will mean that each charity will receive a grant for its operational (local risk) activity with other elements of the charity's budgets continuing to be deficit funded for the time being.

Corporate & Strategic Implications

Strategic implications – none.

Financial implications – none.

Resource implications – none.

Legal implications – none.

Risk implications – none.

Equalities implications – none.

Climate implications – none.

Security implications – none.

Appendices

Appendix 1 – West Ham Park Charity – Revenue Operating Budget – 2025/26

Appendix 2 – West Ham Park Charity - Reserve Funds – June 2025

Contact

Niranjan Shanmuganathan, Finance Business Partner (Natural Environment),
Chamberlain's Department

E: niranjan.shanmuganathan@cityoflondon.gov.uk

West Ham Park - Operating Budget 2025/26

APPENDIX 1

FY 2024/25 Actuals £	West Ham Park	Latest Budget 2025/26 £	Actual to Date £	Outturn 2025/26 £	Variance from Latest Budget 2025/26	
					£	%
737,125	Direct Employees	816,000	173,600	798,000	(18,000)	-2%
11,560	Indirect Employees	13,000	2,351	10,000	(3,000)	-23%
2,644	Repairs and Maintenance	0	0	0	0	0%
20,960	Energy Costs	21,000	1,781	21,000	0	0%
1,677	Rent	0	225	0	0	0%
22,089	Rates/Council Tax	16,000	18,501	16,000	0	0%
13,778	Water Services	15,000	8,979	15,000	0	0%
5,825	Cleaning and Domestic Supplies	8,000	903	8,000	0	0%
12,598	Grounds Maintenance Costs	16,000	1,985	41,000	25,000	156%
79,571	Premises	76,000	32,375	101,000	25,000	33%
25,516	Direct Transport Costs	25,000	4,424	25,000	0	0%
169	Public Transport	0	34	0	0	0%
25,685	Transport	25,000	4,458	25,000	0	0%
101,433	Equipment, Furniture and Materials	70,000	22,649	70,000	0	0%
62,315	Fees and Services	35,000	6,342	30,000	(5,000)	-14%
9,906	Other	6,000	209	6,000	0	0%
173,653	Supplies and Services	111,000	29,200	106,000	(5,000)	-5%
1,027,595	Total Expenditure (Local Risk)	1,041,000	241,983	1,040,000	(1,000)	0%
(20,622)	Other Grants, Reimbursements and Contribs	(1,000)	(80)	(1,000)	0	0%
(19,482)	Tennis	(25,000)	(678)	(25,000)	0	0%
(36,299)	Facilities & Other Fees and Charges	(37,000)	(22,870)	(37,000)	0	0%
(234,439)	Rents etc	(267,000)	(80,036)	(267,000)	0	0%
(310,842)	Total Income (Local Risk)	(330,000)	(103,664)	(330,000)	0	0%
716,753	Total Net Expenditure - Local Risk	711,000	138,319	710,000	(1,000)	-0.14%
Central Risk						
15,430	Audit Fees	0	0	0	0	0%
0	Support Services	0	27	0	0	0%
77,263	Capital Charges	84,000	0	84,000	0	0%
92,693	Total Expenditure (Central Risk)	84,000	27	84,000	0	0%
	Contributions	0	0	0	0	0%
0	Investment Income	(1,000)	0	(1,000)	0	0%
0	Total Income (Central Risk)	(1,000)	0	(1,000)	0	0%
92,693	Total Net Expenditure - Central Risk	83,000	27	83,000	0	0%

	Recharges					
	Support Services					
155,000	Support Services	178,000	45,000	178,000	0	0%
52,000	Surveyors' Employee Recharge	40,000	9,000	40,000	0	0%
43,000	IT Recharge	48,000	12,000	48,000	0	0%
10,655	Premises Insurance	11,000	8,728	11,000	0	0%
768	Engineering Insurance	1,000	188	1,000	0	0%
1,245	Transport Insurance	1,000	312	1,000	0	0%
6,287	Liability Insurance	4,000	1,566	4,000	0	0%
268,955	Total Support Services	283,000	76,794	283,000	0	0%
	Recharges Within Fund (Natural Environment Directorate)					
133,234		278,000	0	278,000	0	0%
402,189	Total Expenditure (Recharges)	561,000	76,794	561,000	0	0%
	Recharges Within Fund (Corporate and Democratic Core)					
(7,000)		(42,000)	0	(42,000)	0	0%
(7,000)	Total Income (Recharges)	(42,000)	0	(42,000)	0	0%
395,189	Total Net Expenditure - Recharges	519,000	76,794	519,000	0	0%

136,934	City Surveyor's - Cyclical Works Programme	978,000	10,569	978,000	0	0%
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116,725	City Surveyor's Repairs and Maintenance	107,000	13,792	107,000	0	0%
26,908	City Surveyor's Cleaning and Pest Control	13,000	6,282	13,000	0	0%
143,633	City Surveyor's - Facilities Management	120,000	20,074	120,000	0	0%

1,485,202	Total Net Expenditure	2,411,000	245,783	2,410,000	(1,000)	-0.04%
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Charity Funds - June 2025

	Opening Balance 2025/26 £'s	Income £'s	Expenditure £'s	Gains, (Losses) & Transfers £'s	Closing Balance 2025/26 £'s
West Ham Park					
Restricted Funds:					
Campaign Donations	0	0			0
Designated (Unrestricted Fund):					
Tangible Fixed Assets (Equipment)	799,893				799,893
Total West Ham Park	799,893	0	0	0	799,893

Notes:

Please note that the external audit of the 2024/25 charity accounts has not yet been completed and the above opening balances shown for each reserve fund are subject to revision.

There are various types of restricted, unrestricted and endowment funds held which have different rules as to how they can be spent and time periods held. These are categorised in the following way:

Restricted Fund - funds have been given to the charity for application for a specific element of the charity's objects and can only be spent in accordance with the requests of the donor or the specific campaign under which funds were raised. As these are income funds, they should be spent within a

Unrestricted Fund - incoming resources that become available to a charity and can be applied by the

Designated (Unrestricted Fund) - are those unrestricted funds which have been set aside by the Trustee for an essential spend or future purpose. Whilst there is no legal restriction on their use for general purposes, and they can be undesignated by those acting on behalf of the Trustee at any time, these funds are effectively 'ring-fenced' and no longer form part of your free reserves/general funds. Designated funds must be spent within a reasonable period of time and should not be held for the long term.

Endowment - these are funds of the charity that must be invested and are intended to be held for the long term. There are two classes of endowment:

Permanent Endowment - must be invested and held in perpetuity. These funds can either be invested to provide income to support the charity's purposes. The other class of permanent endowment is a functional permanent endowment where assets must be retained and used for the charity's purposes.

Expendable Endowment - an expendable endowment fund is a fund that must be invested to produce income, but the Trustee has the power to convert all or part of it into an income fund which can then be spent.

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City of London Corporation Committee Report

Committee(s): West Ham Park Committee	Dated: 23/10/2025
Subject: Draft West Ham Park Trustee's Annual Report and Financial Statements for the Year Ended 31 March 2025	Public report: For Information
This proposal: delivers Corporate Plan 2024-29 outcomes provides statutory duties	Providing Excellent Services Flourishing Public Spaces
Does this proposal require extra revenue and/or capital spending?	No
If so, how much?	£0
What is the source of Funding?	N/A
Has this Funding Source been agreed with the Chamberlain's Department?	N/A
Report of:	Executive Director Environment Chamberlain
Report author:	Niranjan Shanmuganathan, Chamberlain's Department

Summary

A draft version of the Trustee's Annual Report and Financial Statements for the year ended 31 March 2025 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 draft version of the Trustee's Annual Report and Financial Statements for the 2024/25 Financial Year be noted.

Main Report

1. A draft copy of the Trustee's Annual Report and Financial Statements for the West Ham Park charity are presented for information to your Committee. This provides an opportunity for Members to review and comment on the latest draft of the Annual Report and Financial Statements before the document is filed with the Charity Commission ahead of the regulatory deadline of 31 January 2026.
2. Members should note that the Annual Report and Financial Statements is currently in draft format and has not yet been signed by either the Trustee or the charity's external auditors, Crowe U.K. LLP and is therefore subject to change. It should also be noted that the draft Annual Report and Financial Statements is also being reviewed by the Comptroller and City Solicitor and other stakeholders and so further changes may be required to the document. A final version of the Annual Report and Financial Statements will be made available to Members once this has been filed with the Charity Commission.

3. Members may also wish to note that the Trustee's Annual Report and Financial Statements for 2024/25 is subject to approval by Finance Committee on behalf of the Trustee in line with the arrangements in place for other charities in which the City is trustee.
4. The information contained within the draft Annual Report and Financial Statements has already been presented to your Committee via the outturn report on 3 July 2025.

Appendices

- Appendix 1 – Draft West Ham Park Annual Report and Financial Statements for the year ended 31 March 2025

Niranjana Shanmuganathan
Chamberlain's Financial Services Division

E: niranjana.shanmuganathan@cityoflondon.gov.uk

West Ham Park

Annual Report and Financial Statements for the
year ended 31 March 2025

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 2024/25 and review of achievement

WHP 150th Event – deliver a comprehensive programme of events to celebrate the park's 150th anniversary.

The West Ham Park 150th anniversary event took place on 20 and 21 July 2024, with a varied programme of entertainment, workshops and sporting and wellbeing activities. An outdoor exhibition consisting of seven 'monoliths' was commissioned to celebrate the Park. With the title of 'World in a Park' the exhibition focused on diversity, history and the community who love West Ham Park. The weekend's events were considered a success, and plans are in place for future summer events at the Park.

Continue with required tree works - review existing contracts for tree surveys and tree works to ensure best practice and efficiency of operation.

These works are ongoing in the Park, as part of its continual management. The teams worked together in continuance of this work at West Ham Park.

Complete a renewal of the West Ham Management Plan

Officers worked with external consultants on the development of the new 10-year management plan for the Park, consulting with local groups and stakeholders. This was accepted by committee earlier this year and outlines the short-, medium- and long-term objectives at West Ham Park.

Maintain Green Flag and Green Heritage Awards

West Ham Park retained Green Flag Award in 2024/25 and has done so for around 20 years thanks to the dedicated staff and volunteers; unfortunately, Green Heritage Award was not successful in 2024/25.

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.

Income-generating events and activities have been identified. Officers worked in partnership with colleagues to organise events that will generate income.

Complete procurement for food vendors for all spaces on West Ham Park.

This has been delayed and will be progressed during 2025/26.

Explore possibilities for projects to increase natural capital and biodiversity net gain across West Ham Park based on recent Natural Capital Audit report.

An external consultant has carried out a survey of all NE sites to assess BNG opportunities. Works planned will be quite small scale, and will be carried out in 2025/26.

Review provision of sports at the park, including tennis and padel.

Officers are continuing with this work, with regular meetings with LTA, a periscope report was produced identifying padel opportunities. Areas are under review with further updates to come in 2025/26.

Review existing licences and booking systems for sports facilities on West Ham Park.

The yearly review of fees and charges was completed with changes to membership for cricket and tennis. A new tennis coaching licence has been put together, but subject to final approval.

Complete remaining components of playground project, including native hedgerow and tree planting around perimeter.

The hedgerow planting was completed during this fiscal year, with the local team, Friends of West Ham Park, schools and scouts group working together during several events. The remaining elements of the playground project will be carried over into next FY.

PLANS FOR FUTURE PERIODS

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

Key projects for 2025/26 include:

- Apply and be successful in Green Flag, London in Bloom and Green Heritage Award
- Continue work with Nature Recovery operations & explore feasibility of Biodiversity Net Gain (BNG) opportunities, including planting of additional copses and hedgerows.
- Continue with required tree works - focusing on soil health and impact of tree condition, using specialist surveying equipment funded by Climate Action Team. Continue work managing ongoing tree decline in certain species in the Park.
- Review impact on fee changes from previous year, and existing licences and booking systems for sports facilities on West Ham Park.
- The delivery of Park Fest '25 - a community-led event in collaboration with FoWHP, celebrating the Park's 151th and FoWHP's 20th anniversaries.
- Complete procurement for food and beverage vendors in West Ham Park.
- Review provision of sports at the park, including tennis, padel and pickleball.
- Refurbishment of the toilet block
- Complete remaining components of playground project.

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 2024/25 the charity's total income for the year was £1,725,782, an overall increase of £136,804 against the previous year (£1,588,978). The principal source of income was from the City of London Corporation's City's Estate fund (see below).

Income from Charitable Activities comprised £55,782 from fees charged (2022/23: £51,684) and £234,439 from rents (2023/24: £302,306) 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 and West Ham Park 150th Anniversary. In total, £250 in restricted donations was received during the year (2023/24: £100) with this donations income being fully spent during 2024/25. £372 in unrestricted donations were also received in the year (2023/24: £530).

Interest of £791 from cash held following the sale of property was received (2023/24: £791).

An amount of £1,414,148 (2023/24: £1,233,567) was received from the City of London Corporation's City's Estate as a contribution towards the running costs of the charity. The increase from the previous year is largely explained to fund an increase in City Surveyors expenditure.

Expenditure

Total expenditure for the year was £1,667,395, with all expenditure relating to charitable activities (2023/24: £1,803,045). The increase in expenditure is due to additional equipment and materials purchases taking place as well as to fund an increase in recharges from support service departments.

Funds held

The charity's total funds held decreased by £77,263 to £799,893 as at 31 March 2025 (2023/24: £877,156).

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 2025 totalled £799,893 (2023/24: £877,156). The decrease in designated funds is due to depreciation being incurred on vehicles and equipment. These designated funds represent the net book value of fixed assets held.

A restricted fund of £nil (2023/24: £nil) was held at year-end.

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	Structures are kept under regular review to ensure they remain safe and in usable condition. Officers work closely with colleagues in the City of London's City Surveyor's Department to identify repair and maintenance needs and arrange for works to be undertaken. A full review of built assets has been undertaken.
Work related stress	Work is underway to identify additional funding to increase staff resource. Staff rotas are being reviewed to update schedules and identify staffing gaps. Ongoing liaison with HR and the Occupational Health service enables the provision of appropriate support to staff.
Budget Pressures	The budget position is kept under regular review. Income generation opportunities are sought and developed.
Adverse impacts of extreme weather and climate change	An increased variety of species is 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. An Extreme Weather Protocol is in place and is employed during severe storms. This improves the ability to reduce the risk by closing the park before extreme weather events occur.
Risk to health and safety	Proactive Health and Safety management is in place, including appropriate procedures, audits, inspections, communications and staffing. Staff receive training in H&S awareness, compliance and to ensure they are fully aware of their responsibilities.

Impacts of anti-social behaviour on staff and site public behaviour	<p>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.</p> <p>Processes are in place to tackle abuse of staff as well as conflict management training for front-line employees.</p>
Tree event or failure	<p>Robust tree management systems are in place, including regular inspections of trees to identify any which are more likely to fail due to structural or health issues. Works are prioritised to ensure the most urgent issues are addressed quickly.</p> <p>An Extreme Weather Protocol includes criteria for closing West Ham Park in extreme weather conditions.</p>
Negative impacts of pests and diseases	<p>Staff continue to be vigilant and inspect for all tree pest and diseases.</p> <p>Tree inspections are carried out annually by qualified members of staff.</p>

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.

[This report has not yet been signed]

Crowe U.K. LLP

Statutory Auditor

55 Ludgate Hill, London, EC4M 7JW

XX/XX/XXXX

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 £	2024/25 £	2023/24 £
Income from:					
Voluntary activities	2	372	20,250	20,622	630
Charitable activities	3	290,221	-	290,221	353,990
Grant from City of London Corporation	4	1,414,148	-	1,414,148	1,233,567
Investments	5	791	-	791	791
Total income		1,705,532	20,250	1,725,782	1,588,978
Expenditure on:					
Charitable activities:					
Maintenance and preservation of West Ham Park	6	1,782,795	20,250	1,803,045	1,667,394
Total expenditure		1,782,795	20,250	1,803,045	1,667,394
Net income and net movement in funds		(77,263)	-	(77,263)	(78,416)
Reconciliation of funds:					
Total funds brought forward (as at 1 April 2024)	14	877,156	-	877,156	955,572
Total funds carried forward	14	799,893	-	799,893	877,156

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	2025 Total £	2024 Total £
Fixed assets:			
Tangible assets	10	799,893	877,156
Total fixed assets		799,893	877,156
Current assets:			
Debtors	11	50,895	26,393
Cash at bank and in hand		80,413	89,930
Total current assets		131,308	116,323
Creditors: Amounts falling due within one year	12	(131,308)	(116,323)
Net current assets		-	-
Total assets less current liabilities		799,893	877,156
The funds of the charity:			
Restricted income funds	14	-	-
Unrestricted income funds	14	799,893	877,156
Total funds		799,893	877,156

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 £2.7m as at 31 March 2025 (£49.9m as at 31 March 2024). 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 the 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 had been 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 2024/25	Unrestricted funds	Restricted funds	Total 2023/24
	£	£	£	£	£	£
Donations and legacies	372	20,250	20,622	530	100	630

3. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted funds 2024/25	Unrestricted funds 2023/24
	£	£
Charges for use of facilities	55,782	51,684
Rental income	234,439	302,306
Total	290,221	284,776

4. INCOME FROM THE CITY OF LONDON CORPORATION

	Unrestricted funds 2024/25 £	Unrestricted funds 2023/24 £
Revenue and capital grants from City of London Corporation	<u>1,414,148</u>	<u>1,233,567</u>

5. INCOME FROM INVESTMENTS

	Unrestricted funds 2024/25 £	Unrestricted funds 2023/24 £
Bank interest	<u>791</u>	<u>791</u>

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

	Direct costs £	Support costs £	Total 2024/25 £	Direct costs £	Support costs £	Total 2023/24 £
Maintenance and preservation of West Ham Park	<u>1,385,426</u>	<u>417,619</u>	<u>1,803,045</u>	<u>1,314,562</u>	<u>352,833</u>	<u>1,667,395</u>

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 £15,430 was recharged (2023/24: £6,930). No other services were provided to the charity by its auditors during the year (2023/24: £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 £	2024/25 £	2023/24 £
Department:				
Chamberlain	47,000	-	47,000	43,047
Comptroller & City Solicitor	34,000	-	34,000	19,008
Town Clerk	-	6,000	6,000	5,439
City Surveyor	120,000	-	120,000	126,536
Natural Environment directorate	133,234	-	133,234	87,027
Other governance & support costs	18,955	15,430	34,385	22,890
Digital Services	43,000	-	43,000	48,886
Sub-total	396,189	21,430	417,619	352,833
Reallocation of governance costs	21,430	(21,430)	-	-
Total	417,619	-	417,619	352,833

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 12.6 (2023/24: 13.2).

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

	2024/25	2023/24
	£	£
Salaries and wages	568,925	520,350
National Insurance costs	58,134	47,554
Employer's pension contributions	110,065	88,834
Total emoluments of employees	737,124	656,738

The number of directly charged employees whose emoluments (excluding employer's NI and pension contribution) for the year were over £60,000 was £nil (2023/24: £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 2024	1,093,192
Additions	-
Disposals	-
At 31 March 2025	1,093,192
Depreciation	
At 1 April 2024	216,036
Charge for the year	77,263
Disposals	-
At 31 March 2025	293,299
Net book value	
At 31 March 2025	799,893
At 31 March 2024	877,156

11. DEBTORS – AMOUNTS FALLING DUE WITHIN ONE YEAR

	2025	2024
	£	£
Prepayments and accrued income	10,794	8,884
Recoverable VAT	24,456	5,008
Other Debtors	15,644	12,501
Total	50,895	26,393

Other debtors consist of sundry debtors of £11,046 (2023/24: £11,073) and rental debtors of £4,598 (2023/24: £1,428).

12. CREDITORS – AMOUNTS FALLING DUE WITHIN ONE YEAR

	2025	2024
	£	£
Trade creditors	27,538	16,346
Accruals	31,818	40,804
Deferred income	43,605	40,099
Other creditors	28,347	19,074
Total	131,308	116,323

Other creditors consist of sundry creditors of £28,200 (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.

	2025	2024
	£	£
Deferred income analysis within creditors:		
Balance at 1 April	40,099	39,280
Amounts released to income	(40,099)	(39,280)
Amounts deferred in the year	43,605	40,099
Balance at 31 March	43,605	40,099

13. ANALYSIS OF NET ASSETS BY FUND

At 31 March 2025	Unrestricted income funds			Total at 31 March 2025	Total at 31 March 2024
	General funds	Designated funds	Restricted funds		
	£	£	£	£	£
Tangible assets	-	799,893	-	799,893	877,156
Current assets	131,308	-	-	131,308	116,323
Current liabilities	(131,308)	-	x	(131,308)	(116,323)
Total	-	799,893	-	799,893	877,156

At 31 March 2024	Unrestricted income funds			Total at 31 March 2024	Restated as 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

14. MOVEMENT IN FUNDS

At 31 March 2025	Total as at 1 April 2024 £	Income £	Expenditure £	Transfers £	Total as at 31 March 2025 £
Restricted funds:					
West Ham Park 150th Anniversary	-	20,250	(20,250)		-
Total restricted funds	-	20,250	(20,250)	-	-
Unrestricted funds:					
General funds	-	1,705,532	(1,705,532)		-
Designated funds:					
Tangible fixed assets	877,156	-	(77,263)	-	799,893
Total designated funds	877,156	-	(77,263)	-	799,893
Total unrestricted funds	877,156	1,705,532	(1,782,795)	-	799,893
Total funds	877,156	1,725,782	(1,803,045)	-	799,893

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

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 £nil was received during the year (2023/24: £100).

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 2025 the net book value of fixed assets relating to direct charitable purposes amounted to £799,893 (2023/24: £877,156).

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	2024/25 £	2023/24 £	Detail of transaction
City of London Corporation	The City of London Corporation is the Trustee for the charity	1,414,148 (nil)	1,233,567 (nil)	The City of London Corporation's City's Estate meets the deficit on running expenses of the charity
		417,619 (nil)	352,833 (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

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