

Meeting of the

# KING GEORGE'S FIELD CHARITY BOARD

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Wednesday, 21 November 2012 at 6.30 p.m.

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## A G E N D A

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### VENUE

Committee Room, 1st Floor, Town Hall, Mulberry Place, 5 Clove  
Crescent, London, E14 2BG

#### Members:

Mayor Lutfur Rahman	(Mayor)
Councillor Ohid Ahmed	(Deputy Mayor)
Councillor Rofique U Ahmed	(Cabinet Member for Regeneration)
Councillor Shahed Ali	(Cabinet Member for Environment)
Councillor Abdul Asad	(Cabinet Member for Health and Wellbeing)
Councillor Alibor Choudhury	(Cabinet Member for Resources)
Councillor Shafiqul Haque	(Cabinet Member for Jobs and Skills)
Councillor Rabina Khan	(Cabinet Member for Housing)
Councillor Rania Khan	(Cabinet Member for Culture)
Councillor Oliur Rahman	(Cabinet Member for Children's Services)

[Note: The quorum for this body is 3 Members].

If you require any further information relating to this meeting, would like to request a large print, Braille or audio version of this document, or would like to discuss access arrangements or any other special requirements, please contact: Evelyn Akoto, Democratic Services, Tel: 020 7364 4207, E-mail: [evelyn.akoto@towerhamlets.gov.uk](mailto:evelyn.akoto@towerhamlets.gov.uk)

**LONDON BOROUGH OF TOWER HAMLETS**

**KING GEORGE'S FIELD CHARITY BOARD**

**Wednesday, 21 November 2012**

**6.30 p.m.**

**SECTION ONE**

**1. APOLOGIES FOR ABSENCE**

To receive any apologies for absence.

**2. DECLARATIONS OF INTEREST**

To note any declarations of interest made by Members, including those restricting Members from voting on the questions detailed in Section 106 of the Local Government Finance Act, 1992. See attached note from the Chief Executive.

**3. UNRESTRICTED MINUTES**

To confirm as a correct record of the proceedings the unrestricted minutes of the meeting of the Board held on 18 July 2012.

<b>PAGE NUMBER</b>	<b>WARD(S) AFFECTED</b>
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**3 - 6**

**4. REPORTS FOR CONSIDERATION**

**4.1 King George's Fields Charitable Trust Annual  
Accounts, 2011/2012**

**7 - 38**

**5. ANY OTHER SECTION ONE BUSINESS WHICH  
THE CHAIR CONSIDERS TO BE URGENT**

**6. EXCLUSION OF THE PRESS AND PUBLIC**

In view of the contents of the remaining items on the agenda the Committee is recommended to adopt the following motion:

“That, under the provisions of Section 100A of the Local Government Act 1972, as amended by the Local Government (Access to Information) Act 1985, the press and public be excluded from the remainder of the meeting for the consideration of the Section Two business on the grounds that it contains information defined as Exempt in Part 1 of Schedule 12A to the Local Government Act, 1972.”

## **EXEMPT SECTION (Pink Papers)**

The exempt committee papers in the agenda will contain information, which is commercially, legally or personally sensitive and should not be divulged to third parties. If you do not wish to retain these papers after the meeting, please hand them to the Committee Officer present.

7. **GREEN BRIDGE COMMERCIAL UNITS** **39 - 44**
  
8. **ANY OTHER PART TWO BUSINESS WHICH THE CHAIR CONSIDERS TO BE URGENT**

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# Agenda Item 2

## DECLARATIONS OF INTERESTS - NOTE FROM THE CHIEF EXECUTIVE

This note is guidance only. Members should consult the Council's Code of Conduct for further details. Note: Only Members can decide if they have an interest therefore they must make their own decision. If in doubt as to the nature of an interest it is advisable to seek advice **prior** to attending at a meeting.

### Declaration of interests for Members

Where Members have a personal interest in any business of the authority as described in paragraph 4 of the Council's Code of Conduct (contained in part 5 of the Council's Constitution) then s/he must disclose this personal interest as in accordance with paragraph 5 of the Code. Members must disclose the existence and nature of the interest at the start of the meeting and certainly no later than the commencement of the item or where the interest becomes apparent.

You have a **personal interest** in any business of your authority where it relates to or is likely to affect:

- (a) An interest that you must **register**
- (b) An interest that is not on the register, but where the well-being or financial position of you, members of your family, or people with whom you have a close association, is likely to be affected by the business of your authority more than it would affect the majority of inhabitants of the ward affected by the decision.

Where a personal interest is declared a Member may stay and take part in the debate and decision on that item.

**What constitutes a prejudicial interest?** - Please refer to paragraph 6 of the adopted Code of Conduct.

**Your personal interest will also be a prejudicial interest in a matter if (a), (b) and either (c) or (d) below apply:-**

- (a) A member of the public, who knows the relevant facts, would reasonably think that your personal interests are so significant that it is likely to prejudice your judgment of the public interests; AND
- (b) The matter does not fall within one of the exempt categories of decision listed in paragraph 6.2 of the Code; AND EITHER
- (c) The matter affects your financial position or the financial interest of a body with which you are associated; or
- (d) The matter relates to the determination of a licensing or regulatory application

The key points to remember if you have a prejudicial interest in a matter being discussed at a meeting:-

- i. You must declare that you have a prejudicial interest, and the nature of that interest, as soon as that interest becomes apparent to you; and
- ii. You must leave the room for the duration of consideration and decision on the item and not seek to influence the debate or decision unless (iv) below applies; and

- iii. You must not seek to improperly influence a decision in which you have a prejudicial interest.
- iv. If Members of the public are allowed to speak or make representations at the meeting, give evidence or answer questions about the matter, by statutory right or otherwise (e.g. planning or licensing committees), you can declare your prejudicial interest but make representations. However, you must immediately leave the room once you have finished your representations and answered questions (if any). You cannot remain in the meeting or in the public gallery during the debate or decision on the matter.

**LONDON BOROUGH OF TOWER HAMLETS**

**MINUTES OF THE KING GEORGE'S FIELD CHARITY BOARD**

**HELD AT 6.30PM ON WEDNESDAY, 18 JULY 2012**

**COUNCIL CHAMBERS, 1ST FLOOR, TOWN HALL, MULBERRY PLACE, 5  
CLOVE CRESCENT, LONDON, E14 2BG**

**Members Present:**

Mayor Lutfur Rahman (Chair)

Councillor Rofique U Ahmed

Councillor Shafiqul Haque

Councillor Abdul Asad

Councillor Ohid Ahmed (Vice-Chair)

Councillor Alibor Choudhury

**Officers Present:**

Jill Bell

– Head of Legal Services, Environment

Ashraf Ali

– Team Leader – Better Networks

Evelyn Akoto

– Democratic Services

**1. ELECTION OF CHAIR FOR THE MUNICIPAL YEAR 2012/2013**

**RESOLVED**

That Mayor Lutfur Rahman be appointed as Chair of the King George's Field Charity Board for the municipal year 2012/13.

**2. ELECTION OF VICE-CHAIR FOR THE MUNICIPAL YEAR 2012/2013**

**RESOLVED**

That the Deputy Mayor Ohid Ahmed be appointed as Vice-Chair of the King George's Field Charity Board for the municipal year 2012/13.

**3. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr Oliur Rahman, Rabina Kahn, Rania Khan and Shahed Ali.

**4. DECLARATIONS OF INTEREST**

There were none

**5. UNRESTRICTED MINUTES**

**RESOLVED**

That the unrestricted minutes of the meeting of the King George's Field Charity Board held on 7 March 2012 and 4 April 2012 be agreed as a correct record of the proceedings, and the Chair be authorised to sign them accordingly.

**6. REPORTS FOR CONSIDERATION**

**6.1 TERMS OF REFERENCE (KGFCB) 001/1113**

The Chair presented the Terms of Reference report to the Board. The Chair informed members that the report sets out the terms of reference, membership and quorum of the King George's Fields Charity Board for 2012/2013.

**RESOLVED**

That the King George's Fields Charity Board note its Terms of Reference, membership and quorum as set out in Appendix A to this report.

**6.2 TFL Cycle Hire Scheme Eastern Extension: Mile End Docking Stations**

Ashraf Ali, Team Leader - Better Network presented the report to the committee. He stated that the report outlined the agreement between the Council and transport for London (TfL) for the proposed installation of docking stations in Mile End Park as part of the TfL Cycle Hire Scheme Eastern Extension.

A member asked about the location of the proposed TfL docking stations, the Team Leader – Better Network stated that the stations are adjacent to Burdett Road and Rhodeswell road.

**RESOLVED**

That the Board resolves to confirm the proposed installation of two docking stations in Mile End Park (refer to the location plans in the appendix) as a part of the TfL Cycle Hire Scheme Eastern Extension using licence agreements between the Council and TfL.

**7. EXCLUSION OF THE PRESS AND PUBLIC**

**8. EXEMPT MINUTES**

Under matters arising, the Chair expressed concern that a unanimous request made by the Board at the 7 March 2012 meeting for the vacant space located between what use to be Venus in the Park and Zeera to be formalised. The



Chair further commented that Zeera who is using the space should be made to either pay for the space or it should be rented out separately.

Jill Bell, the Head of Legal Services, Environment responded that even though other shops do not utilise the space, they have a legal right to use it. Hence the space cannot be leased unless other units surrender their rights.

The Chair requested that immediate action be taken and a timeframe attached. The outline cause of action should be finalised by Wednesday 25 July 2012.

**RESOLVED**

That the restricted minutes of the meeting of the King George's Field Charity Board held on 7 March 2012 and 4 April 2012 be agreed as a correct record of the proceedings, and the Chair be authorised to sign them accordingly.

**9. ANY OTHER BUSINESS WHICH THE CHAIR CONSIDERS TO BE URGENT**

There were none

The meeting ended at 7.00 p.m.

Chair, Mayor Lutfur Rahman  
King George's Field Charity Board

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# Agenda Item 4.1

<b>Committee/Meeting:</b> King George's Fields Charity Board	<b>Date:</b> 21 November, 2012	<b>Classification:</b> Unrestricted	<b>Report No:</b> 4.1
<b>Report of:</b>  Corporate Director, Communities, Localities & Culture  Originating officer: Stephen Adams		<b>Title:</b>  King George's Fields Charitable Trust Annual Accounts, 2011/2012  Wards Affected: All Wards	

## 1. SUMMARY

- 1.1 This report provides details of the annual accounts of the King George's Field Mile End and King George's Field Tredegar Square charities for the 2011/2012 financial year.

## 2. DECISIONS REQUIRED

King George's Fields Charity Board is recommended to:

- 2.1 Agree the annual report and accounts for the King George's Field, Mile End Charity (registered number 1077859) for the 2011/2012 financial year set out at Appendix 1.
- 2.2 Agree the annual report and accounts for the King George's Field Tredegar Square charity (registered number 1088999) for the 2011/2012 financial year set out at Appendix 2.
- 2.3 Authorise the mayor to sign the annual reports and accounts for submission to the Charity Commission.

## 3. BODY OF REPORT

- 3.1 The accounts relate to the King George's Field, Mile End charity (registered number 1077859) (which includes Stepney Green and Whitehorse Road Open Space) and King George's Field Tredegar Square charity (registered number 1088999). From the accounts attached in the appendices, the Board will see that King George's Field Mile End produced a surplus of £75,000, and that King George's Field Tredegar Square achieved a balanced position. However, the Board will note that the General Fund contribution to King George's Field, Mile End fell from £365,840 in 2010/2011 to £267,173 in 2011/2012. There were increases in the various sources of income (which are analysed in more detail in paragraph 3.3) and reductions in expenditure (which are analysed in more detail in paragraph 3.4),.

3.2 The major expenditure and income are outlined within the account as follows:

Salaries-

These relate to the Parks Development Officer (Community), and Park Ranger and support staff who assist in managing the facilities.

Employee Related Expenditure-

This relates to insurance of staff engaged in the activity of managing the facilities, as well as training.

Repairs and Maintenance-

This includes all repairs to buildings, trees and fences, and grounds maintenance costs.

Energy and Water-

This relates to electricity, gas and water services.

Other Services-

This relates to refuse collection and disposal, transport, printing and cleaning. It also includes the rental for the railway arches.

Communications-

This relates principally to telephones and mobile phones.

Stock and Equipment-

This relates to the purchase of equipment and materials.

Fees and Insurance-

This relates to the insurance of the park buildings and fees payable to consultants.

Receipts-

The major income items are commercial rents generated from shop lettings at Mile End Park, railway arch rentals, and a contribution from the Council's General Fund Public Realm and Cultural, Learning and Leisure Services budgets.

3.3 The figures referred to below are shown on page 7 of the report. The major variations in income, for King George's Field, Mile End, between 2010/2011 and 2011/2012, are shown in the table below, together with a brief explanation of the major changes:

Source Of Income	2010/2011 Actual £	2011/2012 Actual £	Variance £	Changes
Railway Arch Rentals	77,861	84,179	+6,318	Increased income from profit share arrangement with occupier

Other Rentals	297,941	345,268	+47,345	Full-year occupation by fast food chain (+£52,300); Change in bad debt provision (+£34,500). Offset by vacancy and rent-free period
Other Lettings	35,326	106,693	+71,367	Increased income from Arts & Ecology Pavilions
Sponsorship & Donations	78,970	42,323	-36,647	Reduction in funding for Skateboard area by Children, Schools & Families Directorate (£40,000), after completion of bulk of work
Other Income	56,653	23,013	-33,640	Cessation in Big Lottery Play Funding (£38,600) to fund temporary staff

3.4 The figures referred to below are shown on page 7 of the report. The major variations in expenditure, for King George's Field, Mile End, between 2010/2011 and 2011/2012, are shown in the table below, together with a brief explanation of the major changes:

Type Of Expenditure	2010/2011 Actual £	2011/2012 Actual £	Variance £	Changes
Salaries	348,465	282,066	-66,399	Reorganisation of parks service; reduction in Big Lottery Play Funding, used to fund temporary staff
Repairs & Maintenance	333,902	287,343	-46,559	Completion of Skateboard track, and other minor variations
Fees & Insurance	57,467	10,792	-46,675	Reduced spend on security charges (£38,000), estate agents' fees for the marketing of property (£7,400), and legal costs (£2,700)

Energy & Water	24,134	75,159	+51,025	Delays in the receipt of charges levied by the utility companies. 2010/2011 charges therefore included in 2011/2012 accounts.
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3.5 The outturn position for King George's Field Mile End was a surplus of £75,000. King George's Field Tredegar square recorded a breakeven position. To comply with the Charity Commission's requirements, the Board are asked to note and endorse these accounts, and agree their submission to the Charity Commission.

#### **4. COMMENTS OF THE CHIEF FINANCIAL OFFICER**

4.1 The comments of the Chief Financial Officer have been incorporated into this report.

#### **5. CONCURRENT REPORT OF THE ASSISTANT CHIEF EXECUTIVE (LEGAL SERVICES)**

5.1 The Council is the Trustee of the Mile End Charity pursuant to the Governing Document which is a scheme dated 28<sup>th</sup> February, 2000. The Council's constitution establishes the King George's fields Charity Board to administer the charity's affairs and discharge the Council's trustee functions.

5.2 The trustees have a duty to keep the accounting records and must prepare a statement of accounts in respect of each financial year. The attached statements of accounts comply with the requirements of the Charities Act 1993 and the Statement of Recommended Practice- Accounting and Reporting by Charities, and the Charities (Accounts and Reports) Regulations 2008.

5.3 As a result of a recent court decision, the Council will need to examine the position regarding payment for use of the Mile End Leisure Centre by GLL under the Leisure contract. In the last financial year, the Council subsidised the Trust to the sum of £267,173, but no set off rent was received by the Trust for the use of land on which Mile End Centre is built. A court ruling indicates that such arrangements need to be clearly set out in the accounts of the Trust. Officers are working to regularise this position.

#### **6. SUSTAINABLE ACTION FOR A GREENER ENVIRONMENT**

6.1 There are no direct sustainability implications in this report.

#### **7. RISK MANAGEMENT IMPLICATIONS**

7.1 Managing financial risk is of critical importance to the Directorate and maintaining financial health is essential to sustaining and improving service performance. Specific risks are project managed, recorded and progress is monitored through the directorate risk register process.

**8. CRIME AND DISORDER REDUCTION IMPLICATIONS**

8.1 There are no direct crime and disorder reduction implications in the report.

**9. EFFICIENCY STATEMENT**

9.1 Efficiency improvements inform the ethos of the Mile End Park Annual Management Plan and the running of the other parks and open spaces that form part of King George’s Fields.

**10. APPENDICES**

Appendix 1 – Annual Report and Accounts, King George’s Field Mile End charity  
Appendix 2 – Annual Report and Accounts, King George’s Field Tredegar Square charity

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*Appendices should not contain electronic watermarks. Excel documents and pictures (.jpg; .tif; .gif etc) should all be converted to .pdf format*

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**Local Government Act, 1972 Section 100D (As amended)  
List of “Background Papers” used in the preparation of this report**

Brief description of “background papers”	Name and telephone number of holder and address where open to inspection.
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**File of working papers** **Bob Knoyle ext. 5231**

*Report authors should refer to the section of the report writing guide which relates to Background Papers when completing this section. Please note that any documents listed in this section may be disclosed for public inspection. Report authors must check with Legal Services before listing any document as ‘background papers’.*

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**KING GEORGE'S FIELD, MILE END  
CHARITY NO 1077859**

**REPORT OF THE TRUSTEES  
For The Year Ended 31 March 2012**

The trustees present their report and the financial statements for the year ended 31 March 2012. The financial statements are subject to audit, and are shown on pages 6 to 11 of this report.

The legal and financial information set out below forms part of this report. The financial statements comply with current statutory requirements, the constitution, and the Statement of Recommended Practice-Accounting and Reporting by Charities, as published by the Charities Commission in March, 2005, and the Charities (Accounts and Reports) Regulations 2008 (S.I. No 629, 2008).

**EXPLANATORY NOTE**

King George's Field Mile End is a registered charity. It is referred to throughout this report as the "Charity".

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

The sole trustee of the Charity is the London Borough of Tower Hamlets, which delegates its responsibilities to a Committee called the King George's Field Trust Charity Board which directs the affairs of the Charity and acts as the Charity's trustees. The affairs of the Charity are directed by the Board of Trustees. The trustees meet formally quarterly or more frequently, if required. For Mile End Park, the original master plan, directed by the Trustees, is now largely complete. There is a formal agenda for meetings which is agreed in advance with the Chair of the Trustees. The day to day running of Mile End Park is delegated to the Parks Development Officer (Community). For Mile End Park, an Annual Management Plan is produced, which is geared to the annual Green Flag competition, and looks at the park for the period January to December.

The original Trust Deed, and the subsequent variations, which are referred to below, also dealt with the use of other open space and park areas, within what is now the London Borough of Tower Hamlets. These other areas are managed by other Council employees.

The members of the Charity Board were also those Councillors who were the members of the Mayoral Cabinet.

**RISK ASSESSMENT**

Mile End Park has its own Annual Service Plan that covers, amongst other matters, the major strategic, business and operational risks. The Service Plan covers the period April to March, and is used to inform the overall Communities, Localities & Culture Directorate plan and individual performance targets. In practice, there is an overlap between this and the Annual Management Plan, but the emphasis and content may

vary. In respect of the other park and open space areas, the Council has similar strategies to deal with business and operational risks. The Charity Board is satisfied that systems are in place to monitor and control all areas where there is an identifiable risk with financial, operational, or reputational implications.

## **OBJECTIVES AND ACTIVITY**

The Charity's objectives are set out in the Trust Deed, dated 9<sup>th</sup> November, 1965, and a Deed of Variation dated 29<sup>th</sup> January, 1997. They are as follows:

To preserve in perpetuity the covenanted land and to apply the land to such charitable purposes as are set out in the Recreational Charities Act 1958, including the construction of indoor recreational facilities, subject to the approval of the National Playing Fields Association and the Charity Commission in respect of any additional purposes.

Generally, the Charity maintains the area of Mile End Park as a park and open space for the recreation of the general public, including but not limited to the inhabitants of the London Borough of Tower Hamlets. The other park and open space areas are managed to achieve similar objectives

In detail, the following activities were carried out in Mile End Park during the year ending 31 March 2012, which also include references to the plans for future periods.

## **THE DEVELOPMENT OF MILE END PARK**

The year 2011- 2012 witnessed the first new planting on top of the Green Bridge since the bridge was constructed. This was carried out as part of the improvements to High Street 2012.

The bridge was planted with over 17,000 plants with such species as Alder, Birch, English Broome, Black Pine and Ivy with the intention of truly greening the bridge by treating it as a green roof and allowing the tree seedlings to achieve their ultimate height dictated by their ability to obtain water.

In addition to the planting, there are two new areas that have been designed to attract the wildlife and to simultaneously dissuade anti-social behavior which had previously been a problem.

New lighting on the bridge gives another perspective of the bridge, when night falls and also reduces the fear of crime in this area.

Also as part of the High Street 2012 improvements the informal entrance to the park from Mile End Road has been improved with the removal of some of the tree understorey and the railings, revealing enticing views from the road. A low wall acts as an intermittent boundary marker as well as somewhere for older people to sit and children to climb and has vastly improved this entrance into the park.

Once again, the park provided a programme of events including the ever popular sleepovers where local children and their parents get the opportunity to sleep under canvas in the heart of the park, something impossible in an area with few private gardens. Equally popular was the Harry Potter themed Halloween Event. This has

drawn families for 8 years and has become a feature of the area. Also in 2011, the park held a special event to celebrate the royal wedding, which had, in addition to the usual attractions, an opportunity for local children to make their own bejeweled crowns.

In partnership with Youth Services, teenagers saw the Skate Park open a welcome youth cafe and chilling area to complete the work in this area, proving a very popular venue for young people.

Another partnership, this time focusing on older people, has seen the development of a garden designed for older people. This has gone from strength to strength. The garden now boasts a garden shed, raised beds and in 2011 produced a full crop of vegetables thanks to Link Age Plus and their supporters.

New hedgerows have been planted along Kirks Place and Wennington Green, together with new wild flower meadows sown around the area of the Meath Bridge for the visual pleasure of all who visit the park or travel along the canal tow path.

In the Art Park, the harsh concrete edges have been covered in coir matting impregnated with wild flowers that will disguise the lake margins. The gabions that provide the other margins of the art lake have been refilled and topped with limestone chips and dust. These have been planted with suitable plants which will in time disguise the edges in the same way as the coir matting.

The 2011-12 count of beetles recorded in the park now totals 301 species. To put this in perspective, the ecologist believes that Oxleas Wood, an ancient woodland near Welling in South-East London, had a list of only about 420 in 2010, and 301 is almost as many as the whole of Hampstead Heath which recorded 313. So it is likely that Mile End Park will overtake Hampstead Heath during 2012.

To commemorate the life and work of a young resident, who lived next to the parkland and who died tragically young, friends raised money and commissioned an installation of beautifully crafted seats carved from wood, and designed for adults to sit and for children to clamber over. The woman worked extensively with children, so this seems particularly fitting, and the exhortation to children to climb on the wooden furniture neatly sums up the ethos of the park, and the young woman herself.

The park is now 10 years old and some of the original elements are in need of repair or replacement. The climbing wall in the children's Play Park was one such element that had reached the end of its life. Ingeniously, the area has been re-landscaped to incorporate timber as a natural play element. It retains the capability of climbing so that children can continue to test themselves against the equipment using ropes to mountaineer the steep slope.

Continuing the theme of children's play, the latest project for 2011- 12 is the Mile Of Play, a series of play moments along the length of the park. The intention is that children discover discrete areas of play on their journey through the park, allowing parents to have a longer walk and encouraging exercise through play. The play areas are able to hold the child's attention for a few minutes before they are seeking out the

next. Such play moments range from tree stumps and a tree crown to climb, to a set of stepping stones through shallow water.

The continuing economic situation has impacted on the shops that form a significant proportion of the park's rental income budget. However the Board's decision to encourage more blue chip companies has seen significant and positive impact on that budget. However, until all the units are fully occupied with financially stable businesses, paying the full year's rentals, it is likely that there will be a lower level of income, and this is likely to continue until 2013. After this point it should be possible to maintain a stable financial position, with full achievement of the income budget.

In 2011 Mile End Park was awarded its eighth consecutive Green Flag and an additional award for innovation. The park continued to be visited by people from other countries including Mexico, Denmark and South Korea wishing to take examples of good practice back with them to parks in their own countries.

### **FINANCIAL RESULTS**

The net incoming resources for the year totalled £896,531, (£923,205 in 2010/2011). This included a contribution from the London Borough of Tower Hamlets of £267,173 (£365,840 in 2010/2011). Incoming resources of £896,531 exceeded resources expended of £821,531 by £75,000, and this amount will be carried forward to offset expenditure in subsequent years.

The Charity continued to rely on a number of sources for its income, in addition to the financial contribution from the London Borough of Tower Hamlets. Within Mile End Park, these included Commercial Rents from properties located in the Green Bridge shops, and fees and charges from the letting of other facilities in the park, e.g. Connexions, Electric Go-Karts, and the hire of pavilions. The sources of income are shown in more detail in the attached financial report. There are no Restricted Funds or Endowment Funds, as defined within the Statement of Recommended Practice, 2005.

The Charity is grateful to all who provided it with funds to enable it to carry out its work within the London Borough of Tower Hamlets.

The largest items of expenditure continue to be the cost of staff salaries, and the work of maintaining the park areas and buildings within them. Staff salaries accounted for £282,066 in 2011/2012 (34% of total resources expended, compared with £348,465 in 2010/2011 or 38%). The reduction of £69,812 reflects the reorganisation of services, within the Communities, Localities & Culture Directorate. Repairs and maintenance accounted for £287,343 (35% of total resources expended, compared with £333,902 in 2010/2011, or 36%).

Full details of the Charity's revenue income and expenditure are given in the accompanying financial statements. This includes the figures for income and expenditure in the format required for submission to the Charity Commission, and these are shown on Page 7 of the report.

## **INVESTMENT POLICY AND PERFORMANCE**

The Charity has no investments.

### **RESERVES POLICY**

Since the sole trustee is the London Borough of Tower Hamlets, which meets in full the Charity's net expenditure, the Charity's funding is secured. In previous years, the Trust Charity Board has therefore not needed to set up any financial reserves to protect against any unforeseen fluctuations in income or expenditure. In 2011/2012, incoming resources of £893,118 exceeded resources expended of £818,118, by £75,000, and this amount will be carried forward to offset expenditure in subsequent years.

### **RESPONSIBILITIES OF THE TRUSTEES**

The Trust Charity Board is required to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Charity as at the Balance Sheet date and of its incoming resources and application of resources, including income and expenditure for the year then ended.

In preparing those financial statements which give a true and fair view, the Board should follow best practice and

- (a) select suitable accounting policies and then apply them consistently
- (b) make judgments and estimates that are reasonable and prudent
- (c) state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements
- (d) prepare the financial statements on the going concern basis unless it is inappropriate to assume that the Charity will continue on that basis

The Board is responsible for keeping accounting records which disclose with reasonable accuracy at any time the financial position of the Charity, and to ensure that the financial statements comply with the relevant statutory requirements.

The Board is also responsible for safeguarding the assets of the Charity, and are hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

### **THE CHARITY TRUST BOARD**

The board consisted of the Mayoral Cabinet with the following members upto July, 2011

Mayor Lutfur Rahman  
Councillor Ohid Ahmed  
Councillor Alibor Choudhury  
Councillor Rabina Khan  
Councillor Rania Khan  
Councillor Oliur Rahman

Deputy Mayor  
Cabinet Member for Resources  
Cabinet Member for Housing  
Cabinet Member for Regeneration  
Cabinet Member for Children's Services

From August 2011, the Mayoral cabinet consisted of the following members:

Mayor Lutfur Rahman	Deputy Mayor
Councillor Ohid Ahmed	Cabinet Member for Resources
Councillor Alibor Choudhury	Cabinet Member for Housing
Councillor Rabina Khan	Cabinet Member for Regeneration
Councillor Rofique U Ahmed	Cabinet Member for Children's Services
Councillor Oliur Rahman	Cabinet member for Jobs and Skills
Councillor Shafiqul Haque	Cabinet Member for Environment
Councillor Shahed Ali	Cabinet Member for Culture
Councillor Rania Khan	Cabinet Member for Health and Wellbeing
Councillor Abdul Asad	

However, when they meet as the Board, their key decision-making must, as trustees, be in the best interests of the park and open space areas, within King George's Field.

**AUDITORS**

The accounts for 2011/2012 are subject to audit. The Charity's auditors will be the Council's External Auditors, which is the Audit Commission.

**BANKERS**

The Charity's bankers are the bankers for the London Borough of Tower Hamlets, which is the Co-operative Bank,

**SOLICITORS.**

The Charity's solicitors are the Legal Service of the London Borough of Tower Hamlets.

**PRINCIPAL ADDRESS**

The principal address of the Charity is the Council's address:  
Tower Hamlets Town Hall, Mulberry Place, 5 Clove Crescent, London, E14 2BG

**KING GEORGE'S FIELD, MILE END  
CHARITY NO 1077859  
STATEMENT OF FINANCIAL ACTIVITIES  
(Including an Income & Expenditure Account)  
For the year ended 31 March, 2012**

	UNRESTRICTED FUNDS	TOTAL FUNDS	PRIOR YEAR TOTAL FUNDS
	<u>2011/12</u>	<u>2011/12</u>	<u>2010/11</u>
<u>INCOMING RESOURCES</u>	£	£	£
Incoming Resources From Generated Funds			
Voluntary Income	309,496	309,496	444,810
Activities Generating Funds	564,022	564,022	421,742
Other Income	23,013	23,013	56,653
<b>Total Incoming Resources</b>	<b><u>896,531</u></b>	<b><u>896,531</u></b>	<b><u>923,205</u></b>
 <u>RESOURCES EXPENDED</u>			
Charitable Activities	821,531	821,531	923,205
<b>Total Resources Expended</b>	<b><u>821,531</u></b>	<b><u>821,531</u></b>	<b><u>923,205</u></b>
<b>Net Incoming/(Outgoing) Resou</b>	<b><u>75,000</u></b>	<b><u>75,000</u></b>	<b><u>-</u></b>
<b>Net Movement in Funds</b>	<b><u>75,000</u></b>	<b><u>75,000</u></b>	<b><u>-</u></b>
 <u>RECONCILIATION OF FUNDS</u>			
<b>Total Funds Brought Forward</b>	-	-	-
<b>Total Funds Carried Forward</b>	75,000	75,000	-

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**KING GEORGE'S FIELD, MILE END  
CHARITY NO 1077859  
BALANCE SHEET**

**As at 31 March, 2012**

	UNRESTRICTED FUNDS			
	<u>2011/2012</u>		<u>2010/2011</u>	
	£	£	£	£
Current Assets				
Debtors & Payments In Advance		223,601		121,703
Creditors: amounts falling due within one year	58,629		12,114	
Receipts In Advance: falling due within one year	89,972	148,601	109,589	121,703
Net Current Assets		<u>75,000</u>		<u>-</u>
Funds		<u>75,000</u>		<u>-</u>

The figure for Debtors & Payments In Advance, of £223,601 represents:

(a) funding by the Council of the Creditors (£58,629) and Receipts In Advance (£89,972.), and funding of the net surplus from 2011/2012 activities (£75,000)

All transactions pass through the Council's accounts.

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**KING GEORGE'S FIELD, MILE END  
CHARITY NO 1077859  
CASH FLOW STATEMENT  
For The Year Ended 31 March,2012**

	<b>UNRESTRICTED FUNDS</b>	
	<b><u>2011/2012</u></b>	<b><u>2010/2011</u></b>
	<b><u>£</u></b>	<b><u>£</u></b>
Net Cash Flow From Operating Activities	<u>75,000</u>	<u>-</u>

**Reconciliation of net incoming/(outgoing) resources to net cash flow**

	<b><u>£</u></b>	<b><u>£</u></b>
Net Incoming/(Outgoing) resources for the year	-	-
(Increase)/Decrease in Debtors	(101,898)	(35,018)
Increase/(Decrease) in Creditors & Receipts in Advance	26,898	35,018
Net Cash Flow From Operating Activities	<u>75,000</u>	<u>-</u>



**KING GEORGE'S FIELD, MILE END  
CHARITY NO 1077859**

**Notes to the financial statements  
For the year ended 31 March 2012**

**1 Accounting Policies**

- a) The financial statements have been prepared under the historical cost convention and in accordance with appropriate accounting standards. They follow the recommendations in the Statement of Recommended Practice-Accounting and Reporting by Charities, issued in March, 2005 (the SORP), as amended in 2007.
- b) Income is recognised in full in the Statement of Financial Activities in the year in which it is receivable. Fees, charges and rents are accounted for as income at the date the Charity provides the relevant services.
- c) There are no restricted funds, within the definition contained in the 2005 SORP. Incoming resources are therefore used for any of the Charity's purposes.
- d) Resources expended are recognised in the period in which they are incurred. Resources expended exclude VAT which is recoverable by the London Borough of Tower Hamlets.
- e) Where income or expenditure has been recognised but cash has not been received or paid, a debtor or creditor for the relevant amount is recorded in the balance sheet.
- f) Employees working in the MileEndPark and at other parks and open spaces are Council employees. They are eligible to join the Local Government Pension Scheme administered by the London Borough of Tower Hamlets.

**2 Staff Costs and Numbers**

Staff costs were as follows:	2011/2012	2010/2011
Salaries	£239,037	£292,987
National Insurance	£21,255	£24,777
Pension Contributions	£21,774	£30,700
Total	£282,066	£348,464

One Parks employee received more than £70,000 during the year (2010/2011 one employees), but in 2011/2012 only part of his salary costs were charged to the King George's Fields, Mile End accounts. Overall, the reduction in costs, between 2010/2011 and 2011/2012, reflects the reorganisation of the Council's services.

APPENDIX 1

The average weekly number of employees during the year was as follows (full-time equivalents)

	2011/2012	2010/2011
	7.53	8.71

**3 Taxation.**

The Charity does not pay any tax on its activities, and statutory requirements relating to the payment of tax are not applicable.

**4 Fixed Assets.**

No fixed assets are shown in the Charity's accounts. Any capital expenditure on the construction and improvement of assets in MileEndPark or the other parks and open spaces is shown in the accounts of the London Borough of Tower Hamlets, together with the financing of those construction and improvement works.

**5 Creditors.**

Amounts Falling Due Within One Year:

	2011/2012	2010/2011
Trade Creditors	£58,629	£12,114
Receipts In Advance	£89,972	£109,589
<b>Total</b>	<b>£148,601</b>	<b>£121,703</b>

**6 Debtors**

	2011/2012	2010/2011
Rentals and Payments In Advance	Nil	£4,539
	£223,601	Other
		£117,164
<b>Total</b>	<b>£223,601</b>	<b>£121,703</b>

In 2011/2012, Other Debtors represent the Council's funding of:

- (a) the creditors and receipts in advance, totalling £148,601, and the £75,000 of funds carried forward from 2011/2012 (net incoming resources, in the 2011/2012 financial year).

**KING GEORGE'S FIELD, STEPNEY (TREDEGAR SQUARE,  
BOW)  
CHARITY NO 1088999**

**REPORT OF THE TRUSTEES  
For The Year Ended 31 March 2012**

The trustees present their report and the financial statements for the year ended 31 March 2012. The financial statements are subject to audit, and are shown on pages 5 to 10 of this report.

The legal and financial information set out below forms part of this report. The financial statements comply with current statutory requirements, the constitution, and the Statement of Recommended Practice-Accounting and Reporting by Charities, as published by the Charities Commission in March, 2005, and the Charities (Accounts and Reports) Regulations 2008 (S.I. No 629, 2008).

**EXPLANATORY NOTE**

King George's Field, Stepney (Tredegar Square, Bow) is a registered charity. It is referred to throughout this report as the "Charity".

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

The sole trustee of the Charity is the London Borough of Tower Hamlets, which delegates its responsibilities to a Committee of the Council called the King George's Fields Trust Charity Board which directs the affairs of the Charity and acts as the Charity's trustees. The affairs of the Charity are directed by the Board of Trustees. The trustees meet formally annually or as and when strategic direction is required. The Square is managed by Council employees of the London Borough of Tower Hamlets.

The members of the Charity Board were also those Councillors who were the members of the Mayoral Cabinet.

**RISK ASSESSMENT**

The Council has strategies to deal with business and operational risks. The Charity Board is satisfied that systems are in place to monitor and control all areas where there is an identifiable risk with financial, operational, or reputational implications.

**OBJECTIVES AND ACTIVITY**

Tredegar Square Gardens is located in the Bow West Ward of the London Borough of Tower Hamlets. The gardens and surrounding area are a designated Conservation Area for planning and development purposes.

The object of the Charity is the maintenance of the gardens for the use and enjoyment of the public.

The gardens are approximately 0.5 hectares in area, and are formally laid out to grass, shrub beds, hedges and rose beds.

The gardens are maintained by the London Borough of Tower Hamlets. Horticultural maintenance is carried out regularly to an annual programme of works, and includes the pruning of shrubs, roses and hedges, weed control on beds and paths, grass cutting and maintenance of tree bases. Arboricultural work is carried out on an as required basis with the health and safety of the trees given a high priority. Bins and benches are provided for use by visitors and cleansing takes place frequently, normally daily.

The gardens are open during daylight hours. Park rangers and security staff patrol, lock and unlock the gardens throughout the year.

### **FINANCIAL RESULTS**

The net incoming resources for the year totalled £10,509 (£12,443 in 2010/2011). This represented the revenue contribution from the London Borough of Tower Hamlets equal to the costs incurred. As a result of this contribution, the Charity made neither a surplus nor a deficit for the financial year.

Full details of the Charity's revenue income and expenditure are given in the accompanying financial statements. This includes the figures for income and expenditure in the format required for submission to the Charity Commission, and these are shown on Page 6 of the report.

### **INVESTMENT POLICY AND PERFORMANCE**

The Charity has no investments, since there are no surplus funds.

### **RESERVES POLICY**

Since the sole trustee is the London Borough of Tower Hamlets, which meets in full the Charity's net expenditure, the Charity's funding is secured. The Trust Charity Board therefore does not need to set up any financial reserves to protect against any unforeseen fluctuations in income or expenditure.

### **RESPONSIBILITIES OF THE TRUSTEES**

The Trust Charity Board are required to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Charity as at the Balance Sheet date and of its incoming resources and application of resources, including income and expenditure for the year then ended.

In preparing those financial statements which give a true and fair view, the Board should follow best practice and

- (a) select suitable accounting policies and then apply them consistently
- (b) make judgments and estimates that are reasonable and prudent
- (c) state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements



(d) prepare the financial statements on the going concern basis unless it is inappropriate to assume that the Charity will continue on that basis

The Board is responsible for keeping accounting records which disclose with reasonable accuracy at any time the financial position of the Charity, and to ensure that the financial statements comply with the relevant statutory requirements.

The Board is also responsible for safeguarding the assets of the Charity, and are hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

### **THE CHARITY TRUST BOARD**

The board consisted of the Mayoral Cabinet with the following members upto July, 2011

Mayor Lutfur Rahman	
Councillor Ohid Ahmed	Deputy Mayor
Councillor Alibor Choudhury	Cabinet Member for Resources
Councillor Rabina Khan	Cabinet Member for Housing
Councillor Rania Khan	Cabinet Member for Regeneration
Councillor Oliur Rahman	Cabinet Member for Children's Services

From August 2011, the Mayoral cabinet consisted of the following members:

Mayor Lutfur Rahman	
Councillor Ohid Ahmed	Deputy Mayor
Councillor Alibor Choudhury	Cabinet Member for Resources
Councillor Rabina Khan	Cabinet Member for Housing
Councillor Rofique U Ahmed	Cabinet Member for Regeneration
Councillor Oliur Rahman	Cabinet Member for Children's Services
Councillor Shafiqul Haque	Cabinet member for Jobs and Skills
Councillor Shahed Ali	Cabinet Member for Environment
Councillor Rania Khan	Cabinet Member for Culture
Councillor Abdul Asad	Cabinet Member for Health and Wellbeing

However, when they meet as the Board, their key decision-making must, as trustees, be in the best interests of the park area, within King George's Field.

### **AUDITORS**

The accounts for 2011/2012 are subject to audit. The Charity's auditors will be the Council's External Auditors, which is the Audit Commission.

### **BANKERS.**

The Charity's bankers are the bankers for the London Borough of Tower Hamlets, which is the Co-operative Bank.

**SOLICITORS**

The Charity's solicitors are the Legal Service of the London Borough of Tower Hamlets.

**PRINCIPAL ADDRESS**

The principal address of the Charity is the Council's address:  
Tower Hamlets Town Hall, Mulberry Place, 5 Clove Crescent, London, E14 2 BG

**KING GEORGE'S FIELD, STEPNEY  
TREDEGAR SQUARE, BOW)  
CHARITY NO 1088999  
STATEMENT OF FINANCIAL ACTIVITIES  
(Including an Income & Expenditure Account)  
For the year ended 31 March, 2012**

	UNRESTRICTED FUNDS	TOTAL FUNDS	PRIOR YEAR TOTAL FUNDS
	<u>2011/12</u>	<u>2011/12</u>	<u>2010/11</u>
	£	£	£
<b><u>INCOMING RESOURCES</u></b>			
Incoming Resources From Generated Funds			
Voluntary Income	10,509	10,509	12,443
<b>Total Incoming Resources</b>	<b><u>10,509</u></b>	<b><u>10,509</u></b>	<b><u>12,443</u></b>
<b><u>RESOURCES EXPENDED</u></b>			
Charitable Activities	10,509	10,509	12,443
<b>Total Resources Expended</b>	<b><u>10,509</u></b>	<b><u>10,509</u></b>	<b><u>12,443</u></b>
<b>Net Incoming/(Outgoing) Resources</b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>
<b>Net Movement in Funds</b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>
<b><u>RECONCILIATION OF FUNDS</u></b>			
<b>Total Funds Brought Forward</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Funds Carried Forward</b>	<b>-</b>	<b>-</b>	<b>-</b>

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**KING GEORGE'S FIELD, STEPNEY (TREDEGAR SQUARE BOW)  
CHARITY NO 1088999  
BALANCE SHEET**

**As at 31 March, 2012**

	See Note	UNRESTRICTED FUNDS	
		<u>2011/12</u>	<u>2010/11</u>
		£	£
Current Assets			
Debtors	1,6	2,858	-
Creditors: amounts falling due within one year	1,5	2,858	-
Net Current Assets		<u>          -</u>	<u>          -</u>

The figure for Debtors, of £2,858, represents funding by the Council of the Trade Creditors.

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**KING GEORGE'S FIELD, STEPNEY (TREDEGAR SQUARE BOW)  
 CHARITY NO 1088999  
 CASH FLOW STATEMENT  
 For The Year Ended 31 March,2012**

	<b>UNRESTRICTED FUNDS</b>	
	<u>2011/12</u>	<u>2010/11</u>
	<u>£</u>	<u>£</u>
Net Cash Flow From Operating Activities	<u>-</u>	<u>-</u>
 <b><u>Reconciliation of net incoming resources to net cash flow</u></b>		
	<u>£</u>	<u>£</u>
Net Incoming/Outgoing resources for the year	-	-
(Increase)/Decrease in Debtors	( 2,858 )	-
Increase/(Decrease) in Creditors	2,858	-
Net Cash Flow From Operating Activities	<u><u>-</u></u>	<u><u>-</u></u>

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**KING GEORGE'S FIELD, STEPNEY (TREDEGAR SQUARE, BOW)  
CHARITY NO 1088999**

**Notes to the financial statements  
For the year ended 31 March 2012**

**1 Accounting Policies**

- a) The financial statements have been prepared under the historical cost convention and in accordance with appropriate accounting standards. They follow the recommendations in the Statement of Recommended Practice-Accounting and Reporting by Charities, issued in March, 2005 (the SORP).
- b) Income is recognised in full in the Statement of Financial Activities in the year in which it is receivable.
- c) There are no restricted funds, within the definition contained in the 2005 SORP. Incoming resources are therefore used for any of the Charity's purposes.
- d) Resources expended are recognised in the period in which they are incurred. Resources expended exclude VAT which is recoverable by the London Borough of Tower Hamlets.
- e) Where income or expenditure has been recognised but cash has not been received or paid, a debtor or creditor the relevant amount is recorded in the balance sheet.
- f) Employees working in Tredegar Square are Council employees. They are eligible to join the Local Government Pension Scheme administered by the London Borough of Tower Hamlets. The staff costs are the apportioned costs of several Council employees (including employer's National Insurance and pension fund contributions).

**2 Staff Costs**

Staff costs were as follows:	2011/2012	2010/2011
Total	£792	£1,728

These apportioned costs represent the small amounts of time spent by Council staff on duties connected with the maintenance and security of the park. No employee connected with this work received more than £60,000 in either 2011/2012 or 2010/2011.

**3 Taxation.**

The Charity does not pay any tax on its activities, since in any financial year, expenditure equals income, and statutory requirements relating to the payment of tax are not applicable.

**4 Fixed Assets.**

No fixed assets are shown in the Charity's accounts. Any capital expenditure on the construction and improvement of assets in Tredegar Square would be shown in the accounts of the London Borough of Tower Hamlets, together with the financing of those construction and improvement works.

**5 Creditors.**

Amounts Falling Due Within One Year:

	2011/2012	2010/2011
Trade Creditors	£2,858	nil
Receipts In Advance	nil	nil
<b>Total</b>	<b>£2,858</b>	<b>nil</b>

**6 Debtors**

	2010/2011	2009/2010
Commercial and other rentals	nil	nil
Other Debtors	£2,858	nil
<b>Total</b>	<b>£2,858</b>	<b>nil</b>

# Agenda Item 7

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

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