



Barham Park Trust Committee

Tuesday 10 September 2024 at 10.00 am

Conference Hall - Brent Civic Centre, Engineers Way,
Wembley, HA9 0FJ

Please note this will be held as a physical meeting which all members of the Trust Committee will be required to attend in person.

The meeting will be open for the press and public to attend or, alternatively can be followed via the live webcast. The link to follow proceedings via the live webcast is available [HERE](#)

Membership:

Members

Councillors:

M. Butt
Donnelly-Jackson
Farah
M. Patel
Krupa Sheth

Substitute Members

Councillors:

Grahl, Nerva, Rubin, Tatler & vacancy.

For further information contact: Abby Shinhmar, Governance Officer
Tel: 020 8937 2078; Email: abby.shinhmar@brent.gov.uk

For electronic copies of minutes and agendas please visit:
[Council meetings and decision making | Brent Council](#)

Notes for Members - Declarations of Interest:

If a Member is aware they have a Disclosable Pecuniary Interest* in an item of business, they must declare its existence and nature at the start of the meeting or when it becomes apparent and must leave the room without participating in discussion of the item.

If a Member is aware they have a Personal Interest** in an item of business, they must declare its existence and nature at the start of the meeting or when it becomes apparent.

If the Personal Interest is also a Prejudicial Interest (i.e. it affects a financial position or relates to determining of any approval, consent, licence, permission, or registration) then (unless an exception at 14(2) of the Members Code applies), after disclosing the interest to the meeting the Member must leave the room without participating in discussion of the item, except that they may first make representations, answer questions or give evidence relating to the matter, provided that the public are allowed to attend the meeting for those purposes.

***Disclosable Pecuniary Interests:**

- (a) **Employment, etc.** - Any employment, office, trade, profession or vocation carried on for profit gain.
- (b) **Sponsorship** - Any payment or other financial benefit in respect expenses in carrying out duties as a member, or of election; including from a trade union.
- (c) **Contracts** - Any current contract for goods, services or works, between the Councillors or their partner (or a body in which one has a beneficial interest) and the council.
- (d) **Land** - Any beneficial interest in land which is within the council's area.
- (e) **Licences**- Any licence to occupy land in the council's area for a month or longer.
- (f) **Corporate tenancies** - Any tenancy between the council and a body in which the Councillor or their partner have a beneficial interest.
- (g) **Securities** - Any beneficial interest in securities of a body which has a place of business or land in the council's area, if the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body or of any one class of its issued share capital.

****Personal Interests:**

The business relates to or affects:

(a) Anybody of which you are a member or in a position of general control or management, and:

- To which you are appointed by the council;
- which exercises functions of a public nature;
- which is directed is to charitable purposes;
- whose principal purposes include the influence of public opinion or policy (including a political party of trade union).

(b) The interests a of a person from whom you have received gifts or hospitality of at least £50 as a member in the municipal year;

or

A decision in relation to that business might reasonably be regarded as affecting, to a greater extent than the majority of other council tax payers, ratepayers or inhabitants of the electoral ward affected by the decision, the well-being or financial position of:

- You yourself;
- a member of your family or your friend or any person with whom you have a close association or any person or body who employs or has appointed any of these or in whom they have a beneficial interest in a class of securities exceeding the nominal value of £25,000, or any firm in which they are a partner, or any company of which they are a director
- any body of a type described in (a) above.

Agenda

Introductions, if appropriate.

Item	Page
1 Appointment of Chair and Vice Chair for 2024-25	
To confirm the appointment of Councillor Muhammed Butt as Chair and Councillor Mili Patel as Vice Chair of the Trust Committee for 2024-25.	
2 Apologies for Absence and Clarification of Alternate Members	
For the Committee to note any apologies for absence.	
3 Declarations of Interests	
Members are invited to declare at this stage of the meeting, the nature and existence of any relevant disclosable pecuniary or personal interests in the items on this agenda and to specify the item(s) to which they relate.	
4 Minutes of the Previous Meeting	1 - 4
To approve the minutes of the previous meeting held on Wednesday 24 January 2024 as a correct record.	
5 Matters Arising (if any)	
To consider any matters arising from the minutes of the previous meeting.	
6 Barham Park Trust Annual Report and Accounts 2023-24	5 - 18
This item presents the annual report for the Barham Park Trust for 2023-24. There is a statutory requirement to produce an Annual Report, including the Accounts each financial year.	
Ward Affected: Wembley Central	Contact Officer: Benjamin Ainsworth, Head of Finance, Finance, Finance and Resources Department. 020 8937 1731 Benjamin.Ainsworth@brent.gov.uk
7 Barham Park Strategic Property Review	19 - 46
This report provides an update on the strategic options for addressing the current challenges and improving the Barham Park Estate to better	

deliver the Trust's charitable purposes.

Ward Affected:
Wembley
Central

Contact Officer: Denish Patel, Head of Property
020 8937 2529
Denish.Patel@brent.gov.uk

8 Operational Property Matters Relating to Barham Park

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This report provides an update on various operational property issues relating to the Barham Park Estate and has been submitted for consideration alongside Agenda Item 7 - Strategic Property Matters which outlines the overarching strategy from which operational activities will flow for ensuring the Barham Park Estate is sustainable, well-maintained, and aligned with the Trust's charitable objectives.

Ward Affected:
Wembley
Central

Contact Officer: Denish Patel, Head of Property
020 8937 2529
Denish.Patel@brent.gov.uk

9 General Update Report

67 - 72

To update Members on operational issues at Barham Park and on current progress on projects.

Ward Affected:
Wembley
Central

Contact Officer: Leslie Williams, Project Officer
Tel: 020 8937 5628
Leslie.Williams@brent.gov.uk

10 Exclusion of the Press & Public

No items have been identified in advance of the meeting that will require the exclusion of the press or public.

11 Any Other Urgent Business

Notice of items to be raised under this heading must be given in writing to the Deputy Director Democratic Services or their representative before the meeting in accordance with Standing Order 60.

Date of the next meeting: To be arranged as required



Please remember to set your mobile phone to silent during the meeting.

- The meeting room is accessible by lift and seats will be provided for members of the public. Alternatively, it will be possible to follow proceedings via the live webcast [HERE](#)



MINUTES OF THE BARHAM PARK TRUST COMMITTEE
Held in the Conference Hall, Brent Civic Centre on Wednesday 24 January
2024 at 9.30 am

PRESENT: Councillor M Butt (Chair), Tatler (Vice-Chair) and Councillors Donnelly-Jackson, Knight and Krupa Sheth

Also Present: Councillors Farah & Grahl.

1. **Apologies for Absence and clarification of alternate members**

None received.

2. **Declarations of Interests**

No interests were declared at the meeting.

3. **Minutes of the Previous Meeting**

RESOLVED that the minutes of the previous meeting held on Tuesday 26 September 2023 be agreed as a correct record.

4. **Matters Arising (if any)**

None.

5. **Barham Park Trust Accounts 22/23 - Outputs from a high-level review commissioned by the Chief Executive of Brent Council**

Kim Wright, Chief Executive, was invited to introduce the report which provided a summary of a high-level consultancy based review relating to concerns and issues that had been raised in relation to the Barham Park Trust Accounts for the year ended 31 March 2023.

In considering the report, the Trust Committee noted that the consultancy based review had been established to meet the following objectives (a) To independently and objectively review concerns raised by Councillor Lorber in respect of the accuracy of the Barham Park Trust accounts for the year ended 31 March 2023, to determine whether any errors or misstatements had been presented within the accounts; and (b) To review the responses provided by officers in respect of the concerns raised by Councillor Lorber regarding the accounts, to determine whether these provided accurate and sufficient information/detail.

The scope of the review established had been detailed within section 3.6 of the report, with the Trust Committee specifically advised that it had not been undertaken with the intention of providing a full audit or opinion on the Trust accounts and the concerns raised being considered from a high-level accountancy perspective in order to clarify any operational issues. As a result, the Chief Executive confirmed her satisfaction that the objectives and scope for the review

undertaken had been met and that as an outcome no material issues relating to the accuracy of the accounts had been identified. The review had, however, identified areas where it was felt the accounts (moving forward) could be presented in a more clear and transparent way. In addition, the review had identified some areas for focus in terms of operational practices regarding the running of the Trust, which had been outlined in section 3.9 of the report. Members were advised that the actions identified as a result (whilst not impacting on the accuracy of the accounts) would also be implemented as a means of addressing management of the Council's ongoing relationship with the Trust.

In terms of stakeholder engagement on the high-level review, clarification was provided that whilst Councillor Lorber, as both a ward councillor and Trustee of the Friends of Barham Library, had raised the initial concerns regarding accuracy of the accounts he had not been involved in the detailed review process or preparation of the report presented to the Trust as a result.

Councillor Muhammed Butt (as Chair of the Trust) thanked Kim Wright for having commissioned and undertaken the high-level review with the Trust members welcoming the outcome along with the wider actions identified in relation to the operational arrangements for the management and running of the Trust, including the link between rent reviews and management of assets within the property portfolio including the ongoing work on the feasibility study commissioned in relation to the Barham Park Strategic Property review.

Having considered the report, the Trust Committee **RESOLVED** to note and endorse the outcome of the high-level review commissioned by the Chief Executive in relation to the Barham Park Trust Accounts 2022-23.

6. **Reference back of Call-In: Barham Park Trust Committee decision on Barham Park Trust Annual Report & Accounts 2022 - 23**

Councillor Muhammed Butt then moved on to present a report which detailed the outcome of a call-in considered by the Resources & Public Realm Scrutiny Committee on Thursday 26 October 2023 relating to the decision taken by the Barham Park Trust Committee on Tuesday 26 September 2023 to approve the Annual Report and Barham Park Trust Accounts for 2022 – 23.

The Trust Committee noted that the Vice-Chair had been in attendance at the call-in meeting to respond to the issues raised. Whilst the Scrutiny Committee had agreed to refer the original decision to approve the accounts back to the Trust Committee for reconsideration, it was pointed out this had been on the basis of enabling the Trust to consider the outcome of the high-level consultancy based review commissioned by the Chief Executive in relation to the accounts rather than concerns in relation to the work undertaken on their preparation or rationale for use of the revised template.

In recognising the thorough nature of the review undertaken by the Resources & Public Realm Scrutiny Committee in considering the call-in along with reasons for the reference back and outcome of the high-level consultancy based review which had been commissioned in relation to the accounts the Trust Committee **RESOLVED** that having considered the reference back of the called-in decision on Barham Park Trust Annual Report and Accounts 2022 – 23 by the Resources &

Public Realm Scrutiny Committee, to confirm their original decision to approve the Trust Annual Report and Accounts 2022-23 enabling the decision to take immediate effect.

7. Exclusion of Press and Public

There were no items that required the exclusion of the press or public.

8. Any Other Urgent Business


None.

It was noted that further meetings of the Trust Committee would be arranged as required during the year.

The meeting was declared closed at 9.41 am

COUNCILLOR MUHAMMED BUTT
Chair

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	<p>Barham Park Trust Committee 10 September 2024</p>
	<p>Report from Director of Public Realm</p>
<p>Annual Report and Annual Accounts 2023-2024</p>	

Wards Affected:	Wembley Central
Key or Non-Key Decision:	Non-key
Open or Part/Fully Exempt: <small>(If exempt, please highlight relevant paragraph of Part 1, Schedule 12A of 1972 Local Government Act)</small>	Open
No. of Appendices:	<p>Three</p> <p>Appendix 1: Annual Report of the Barham Park Trust to the Charity Commission for the 2023/24 financial year;</p> <p>Appendix 2: Accounts of the Barham Park Trust for the 2023/24 financial year;</p> <p>Appendix 3: Independent Examiner's Review of the accounts of the Barham Park Trust for the 2023/24 financial year.</p>
Background Papers:	None
Contact Officer(s): <small>(Name, Title, Contact Details)</small>	<p>Benjamin Ainsworth, Head of Finance, Finance, Finance and Resources Department. 020 8937 1731 Benjamin.Ainsworth@brent.gov.uk</p>

1 Purpose of the Report

1.1 This report presents the annual report for the Barham Park Trust for 2023-24. There is a statutory requirement to produce an Annual Report, including the Accounts each financial year.

2 Recommendation

For the Barham Park Committee to:-

2.1 Approve the Annual Report and Barham Park Trust's Accounts for 2023-24.

- 2.2 Note the Independent Examiner's Review of Barham Park Trust's Accounts for 2023/24.
- 2.3 Authorise officers to update the Charity Commission with the Annual Report and the Accounts for 2023-24 of Barham Park Trust.

3 Detail

Annual Accounts for 2023-24

- 3.1 The Annual accounts for 2023-24 have been prepared on a receipts and payments basis using the current template provided by the Charity Commission. Last year, the receipts and payments template was deemed to be the more appropriate due to its more concise format and the size of the Trust. This template also provides a clear picture of the charity's activities and financial position whilst aiding readability and interpretation.
- 3.2 The Trust's accounts form part of Brent Council's group accounts and for the purpose of consolidation need to be prepared on accruals basis initially and then adjusted to a receipts and payments basis. The Council's accounts are audited by an external audit firm who provide an assessment of whether the accounts give a true and fair view of the financial position of the Authority.
- 3.3 An application for a new bank account to be opened for the Trust has been submitted so that its funds are held separately from the Council in an interest-bearing account. Any arrangements and transactions with the Council will be reviewed and actioned via bank transfers.

Annual Report for 2023-24

- 3.4 The annual report is set out for consideration by the Committee. It outlines the work undertaken on behalf of the Trust during the year, which included the repair and improvement works on the park and ongoing work to secure tenants for the various buildings on the site.
- 3.5 As stated in paragraph 3.4, as Barham Park Trust falls below the threshold set by the Charity Commission, there is no requirement for financial statements to be independently audited. Therefore, an Independent Examiner's Report is an accepted way for smaller charities to present their accounts as allowed for by the Charities Act 2011.
- 3.6 The accounts have been subject to an independent examination by the Head of Audit and Investigation. The Independent Examiner's Report is attached to this report and is set out in Appendix 3. There were no recommendations raised.
- 3.7 In 2023-24 the Trust incurred costs of £59,670 on maintenance and repairs of the building complex and the park, which was funded from the receipts generated in-year. The Trust generated £129,118 receipts from funfairs, rental charges and interest earned, including a £44,500 cash advance from the Council.

- 3.8 As at 31 March 2024, the Trust had a rental debtor of £44,500. This has been recognised as a debtor on the Council's side and the Council gave a net £44,500 cash advance to the Trust in order to aid the Trust's cashflow position and avoid a detrimental effect of outstanding debt on the Trust's financial position. In 2023/24 the cash advance has been reported on a separate line in the receipt section to aid transparency. The Council has also paid interest to the Trust on the cash advance. The Trust continues liaising with tenants and expects all arrears to be cleared by March 2025.
- 3.9 The Trust has achieved a surplus of £63,023, net of receipts and payments, and increased its total cash funds. As at 31 March 2024, the Trust had £285k in unrestricted funds and £353k in restricted funds.
- 3.10 Following approval by the Trust Committee, the annual report and accounts for 2023-24 will be submitted to the Charity Commission – the deadline for submission is 31st January 2025. In practice the documents are submitted shortly after the Trust committee meeting.

Comparison between 22-23 and 23-24

- 3.11 Overall payments has decreased by £6,916 when compared to last year. This is predominantly because last year there were additional one-off costs incurred to commission a feasibility study to consider the use of the Barham Park building and its condition in the long-term.
- 3.12 Total receipts shows an increase of £37,511. This is partly due to a £19k increase in the interest earned due to higher interest rates. In addition to a £17k increase in rents, as last year some rents were paid in advance which resulted in a £32k decrease in 22-23.

Restricted funds

- 3.13 The restricted funds balance as at 31st March 2024 remains at £353,152. In order for the restricted funds to be spent, this needs to be approved by both the Committee and the Charity Commission. The Committee needs to be satisfied that the proposed use of the restricted funds is in accordance with the terms of the Trust.

4 Financial Considerations

- 4.1 Financial implications are included in the body of the report.

5 Legal Considerations

- 5.1 In accordance with the Charities Act, the Trust Committee must ensure that accounting records are kept in respect of the charity which are sufficient to show and explain all the charity's transactions and prepare a statement of accounts.
- 5.2 If a charity's gross income in any financial year does not exceed £250,000, the charity trustees may, in respect of that year, elect to prepare — (a) a receipts

and payments account, and (b) a statement of assets and liabilities, instead of a statement of accounts.

5.3 An independent audit of financial statements is required if the charity's gross income in that year exceeds £1 million, or the charity's gross income in that year exceeds £250,000 (the accounts threshold) and at the end of the year the aggregate value of its assets (before deduction of liabilities) exceeds £3.26 million.

5.4 Where those thresholds do not apply and the Charities gross income in a financial year exceeds £25,000, the accounts of the charity for that year must, be examined by an independent examiner, and that independent person can be someone who is reasonably believed by the trustees to have the requisite ability and practical experience to carry out a competent examination of the accounts.

6.0 Equity Diversity and Inclusion Considerations

6.1 None

7.0 Consultation with Ward Members and Stakeholders

7.1 None

8.0 Human Resources/Property Implications (if appropriate)

8.1 None

9.0 Climate Change and Environmental Considerations

9.1 None other than those identified within the main report.

10.0 Communication Considerations

10.1 None other than those identified within the main report.

Report sign off:

Chris Whyte
Director for Public Realm



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 01	Month 04	Year 2023		Day 31	Month 03	Year 2024

Section A Reference and administration details

Charity name Barham Park Trust

Other names charity is known by Barham Park Trust

Registered charity number (if any) 302931

Charity's principal address

Brent Civic Centre, Engineers Way
Wembley
Middlesex
Postcode HA9 0FJ

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	London Borough of Brent	Barham Park Trust Committee		Not applicable as corporate sole trustee
2				
3				
4				
5				
6				
7				
8				
9				
10				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

<p>Type of governing document (eg. trust deed, constitution)</p>	<p>The voluntary conveyance dated 22 October 1936 between George Titus Barham (1) and Wembley UDC (2) copy annexed.</p> <p>Related documents</p> <ul style="list-style-type: none"> • The conveyance dated 1st February 1937 between Florence Elizabeth Barham (1) and the Mayor Alderman and Burgesses of the Borough of Wembley (2) copy annexed • The Assent dated 1st February 1938 between James Williamson and Kenneth Ewart Tansley (1) and the Mayor Alderman and Burgesses of the Borough of Wembley (2) copy annexed.
<p>How the charity is constituted (eg. trust, association, company)</p>	<p>London Borough of Brent as sole trustee</p>
<p>Trustee selection methods (eg. appointed by, elected by)</p>	<p>Not applicable – the Council as local authority is the sole trustee. The London Borough of Brent is statutory successor to the Borough of Wembley.</p>

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Summary of the objects of the charity set out in its governing document

The land is be held on trust to preserve the same for the recreation of the public in such manner and subject to such regulations in all respects as the Council may from time to time think proper.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The benefit is the provision of Barham Park and building for recreational purposes.

Members of the Barham Park Trust Committee received training in July 2022 and this included a wide range of information including governance, conflicts of interest and public benefit.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

During the year of 2023-24, the Barham Park Trust met twice in September 2023 and once in January 2024. The Trust considered the annual report and accounts for the year 2022/23, a summary of operational matters, outputs of a review, a review of the Trust governance arrangements and a strategic property review. Details of the meetings and decisions are available on the Brent Council website at [Browse meetings - Barham Park Trust Committee \(brent.gov.uk\)](https://www.brent.gov.uk/browsethebarhamparktrustcommittee)

The Trust’s tenants, primarily of the Barham Park building, had largely resumed their regular activities following the Covid pandemic. The tenants include ACAVA (Association for Cultural Advancement through Visual Art), the Friends of Barham Library (Community Library), Tmu Samaj (Nepalese Community Centre), the Veterans, and the Children’s Centre occupied by Young Brent Foundation. Some of the tenants also organised a range of activities for the wider public, particularly those organised through the Community Library.

Within the park, a visiting funfair was hosted for two visits during the spring and summer of 2023; and contributes towards the funding of the Trust.

The park hosted a number of community events during the year; and a weekly walking for health group.

Walks were organised for the formative Friends of Barham Park groups. A bulb planting event was organised with the public and community groups, attended by the Chair of the Trust and by Ward Councillors.

The role of community organisations and volunteers in the life of Barham Park and in organising many of the above activities is acknowledged.

Thank you for your time and for all that you contribute to Barham Park.

A range of maintenance repairs were undertaken to the building and also following a series of break-ins during 2023. More strategically, the renovation needs of the building are being reviewed and considered by the Barham Park Trust.

Within the park, the establishment of plants continued in the restored Queen Elizabeth II Jubilee Garden, the wooden pergola was rebuilt; and works continued on pond and tree features. These projects were funded by NCIL (Neighbourhood Community Infrastructure Levy) grants funded by Brent Council. Additionally, there were repairs to stonework and to hard-standing within the park.

The park of Barham Park continued as one of the most visited parks within the Brent area. The park has features including a Walled Garden, other gardens, trees and open woodland, amenity grassland and a meadow, a children's playground and an outdoor gym. A Remembrance Day event was held in November 2023. The Barham Park Walled Garden achieved a Silver Gilt award in the London in Bloom 2023.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

The Barham Park Trust continued to maintain Barham Park for visitors from local areas of Brent and from elsewhere. The Barham Park building hosted tenants of community organisations. The Park and building hosted several events. Barham Park also provides a range of landscaping and biodiversity.

Restoration work continued on several features in the park, while the Barham Park Trust is conducting a review of the building and how best to maintain the building into the future.

Section E

Financial review

Brief statement of the charity's policy on reserves

As at 31 March 2024 the charity held cash reserves of £638,206. Out of this total sum of £638,206, the sum of £285,054 relates to unrestricted funds and the sum of £353,152 relates to restricted funds. There was no expenditure from the Trust's restricted funds in the 2023/24 financial year up to 31 March 2024.

In accordance with the decision of the trustees any future receipts will be used for improvements within Barham Park.

Details of any funds materially in deficit

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F

Other optional information

Section G

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Chris Whyte	
Position (eg Secretary, Chair, etc)	Director for Environment and Leisure: Officer with delegated authority to deal with day to day trustee functions of the Trust.	

Date



Receipts and payments accounts

For the period from	Period start date 01/04/2023	To	Period end date 31/03/2024
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Hall Hire, Fun Fair & Ice Cream Concessions		-	-	-	-
Property Rental Income	-	-	-	-	-
Ad-hoc lettings	-	-	-	-	-
Fun Fair	33,941	-	-	33,941	36,337
Car Parking	-	-	-	-	-
Catering Rights	-	-	-	-	-
Rental Income - Virgin Media	-	-	-	-	4,875
Rental Income - Other	10,000	-	-	10,000	1,625
Brent Council Contribution	-	-	-	-	-
Children Centre	11,300	-	-	11,300	11,300
Interest earned	29,377	-	-	29,377	10,378
Cash Advance	44,500	-	-	44,500	27,092
Other	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	129,118	-	-	129,118	91,607
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	129,118	-	-	129,118	91,607
A3 Payments					
Maintenance and Wardens	56,000	-	-	56,000	55,375
Premises - Utility	-	-	-	-	-
Premises - Insurance	3,125	-	-	3,125	2,500
Premises - Security	-	-	-	-	-
Premises - Cleaning	-	-	-	-	-
Premises - Repairs and Maintenance	3,670	-	-	3,670	-
Premises - Other	-	-	-	-	-
Supplies and Services	-	-	-	-	-
Waste Disposal	-	-	-	-	-
Trees - felling and planting	-	-	-	-	-
Machinery Repairs	-	-	-	-	-
FM running Costs	-	-	-	-	-
NNDR	-	-	-	-	-
Surveys	-	-	-	-	-
Consultancy	3,300	-	-	3,300	8,711
General contingency	-	-	-	-	-
	-	-	-	-	-
Sub total	66,095	-	-	66,095	66,586
A4 Asset and investment purchases, (see table)					
Buildings Refurbishments	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	66,095	-	-	66,095	66,586
Net of receipts/(payments)	63,023	-	-	63,023	25,021
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	222,031	353,152	-	575,183	550,162
Cash funds this year end	285,054	353,152	-	638,206	575,183

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds		285,054	353,152	-
		-	-	-
		-	-	-
	Total cash funds	285,054	353,152	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	Barham Park Building Complex	Endowment fund	-	939,071
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval

Barham Park Trust

2023-24 accounts: Independent Examiner's Report

1 Introduction

1.1 I report on the accounts of Barham Park Trust ("the Trust") for the period 1st April 2023 to 31st March 2024.

2 Respective responsibilities of trustees and examiner

2.1 The Charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

2.2 It is therefore my responsibility as the independent examiner to:

- Examine the accounts under section 145 of the 2011 Act;
- Follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- To state whether particular matters have come to my attention.

3 Basis and scope of independent examiner's report

3.1 The independent examination was carried out in accordance with the general directions given by the Charities Commission.

3.2 An independent examination is a form of external scrutiny that provides a *limited check* on specific matters. The examination includes a review of the accounting records kept in respect of the Trust and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeks explanations for any such matters.

3.3 An independent examination contrasts significantly to that of an 'audit' and should therefore not be mistaken as such. The procedures undertaken as part of the examination do not provide all the evidence that would be required in an audit, and consequently, I do not express an audit opinion on the view given by the accounts. For the avoidance of doubt, I do not express an opinion as to whether the accounts give a 'true and fair view'.

4 Independents Examiner's statement

4.1 In connection with my examination, no matter has come to my attention:

- 1) Which gives me reasonable cause to believe that in any material respect the following requirements:
 - To keep accounting records in accordance with section 130 of the 2011 Act; and

- To prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act


have not been met; or

- 2) To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Darren Armstrong CMAA, CIA
Deputy Director Organisational Assurance and Resilience (Head of Internal Audit)

London Borough of Brent
Brent Civic Centre
Engineers Way,
HA9 0FJ

5th August 2024

 <p>Brent</p>	<p align="center">Barham Park Trust Committee Meeting 10 September 2024</p>
<p align="center">Strategic Property Matters Relating to Barham Park, 660 Harrow Road, Wembley HA0 2HB</p>	
<p>Wards Affected:</p>	<p>Wembley Central</p>
<p>Key or Non-Key Decision:</p>	<p>Non-Key</p>
<p>Open or Part/Fully Exempt: <small>(If exempt, please highlight relevant paragraph of Part 1 Schedule 12A of 1972 Local Government Act)</small></p>	<p>Open</p>
<p>No. of Appendices</p>	<p>Two Appendix 1: Redevelopment options Appendix 2: Timeline</p>
<p>Background papers:</p>	
<p>Contact Officer(s):</p>	<p>Denish Patel, Head of Property 020 8937 2529 Denish.Patel@brent.gov.uk</p> <p>Tanveer Ghani, Director of Property and Assets 020 8937 1722 Tanveer.ghani@brent.gov.uk</p>

1.0 Executive Summary

- 1.1 The Barham Park Estate (Estate) faces significant operational and financial challenges that hinder its charitable purposes and viability. To address these issues, the Barham Park Trust Committee (Trust Committee) aims to develop a sustainable, long-term vision that moves beyond temporary fixes. Its goal is to transform the Estate into a dynamic centre that enhances the park's appeal and improves functionality for both visitors and tenants.
- 1.2 While ongoing repairs are essential, the Trust's limited finances, supplemented by the Council, are inadequate. Rental income of around £100,000 annually falls short of covering maintenance costs. The Trust has refrained from charging tenants service charges to support charitable organisations whose purposes align with the Trust's, further straining its finances. Additionally, the Estate's design, with underused outdoor spaces, poses security risks and attracts antisocial behaviour.

- 1.3 This report considers the strategic options for addressing the current challenges and improving the Estate to better deliver the Trust's charitable purposes.
- 1.4 This report should be read with the 'Operational Property Matters' report, which sets out the building and tenancies' operational requirements.

2.0 **Recommendations:**

That the Barham Park Trust Committee RESOLVES

- 2.1 To adopt development option 1 (bronze) with redevelopment and strategic investment beginning in 2031.
- 2.2 To authorise officers to develop proposals for expanding the Trust's charitable purposes to be submitted for approval to the Charity Commission to allow broader uses of the buildings and bring a report on the proposals to a future Trust Committee meeting.

3.0 **DETAIL**

Background

- 3.1 To move beyond short-term infrastructure fixes, the Trust Committee authorised the appointment of an architect in January 2022 to comprehensively address the Estate's complex challenges. The goal was to develop redevelopment options that would meet the needs of current and future occupants while creating more welcoming, safe, accessible, and functional buildings and parks. Rider Levett Bucknall (RLB) was selected for this task. As a result, new leases and renewals have been put on hold, and significant capital expenditures for repairs have been delayed until the study is completed and presented to the Trust Committee.
- 3.2 The Estate's ageing infrastructure and restrictions on its use for 'recreational and leisure purposes' limit its ability to generate the funds needed for maintenance and operational efficiency. This report and 'Operational Property Matters' consolidate past evaluations, current needs, and prospects to help the Trust Committee make informed decisions. The aim is to ensure the building's longevity and utility while addressing tenants' concerns about security, maintenance, and future development plans.
- 3.3 The Barham Park building and the more expansive park are at a crucial crossroads. The Trust Committee must decide between making strategic improvements or maintaining the status quo. While strategic investment involves higher upfront costs, it offers the potential for improved long-term cash flow. Conversely, maintaining the current course of action will further deteriorate the already constrained cash flow. Additionally, post-pandemic shifts in organisational behaviour demand modern, flexible facilities to attract a broader range of tenants.

- 3.4 The architect's feasibility study (silver and gold options) was reported to the Committee at its meeting in September 2023. The report showed how the Estate could be re-visioned to create more modern rentable space that could generate better revenue and make the Estate more sustainable—with stronger links to the park and broader community. Subsequently, a bronze option has been added for consideration.
- 3.5 Therefore, the three options to consider are:
- 1) Bronze – minimum interventions to optimise space.
 - 2) Silver – more significant internal interventions and additional space.
 - 3) Gold – significant interventions, including external building extensions.
- 3.6 A transformational and strategic approach will be required to overcome the financial constraints of redevelopment and improve the Estate. The recommendation is that the Trust Committee defers the investment options proposed by RLB until vacant possession of the whole building can be acquired in 2031 (due to existing fixed-term leases with the longest one expiring in October 2031) at the latest and seeks to implement the vision in a phased approach, starting with regularising leases, carrying out urgent repairs and, subject to Charity Commission approval, expanding the permitted uses to attract a broader range of tenants to improve cash flow. This phased and incremental investment approach addresses immediate concerns and sets the stage for sustainable long-term growth and success. It is the most responsible, pragmatic and strategic path forward for the future vision of Barham Park.
- 3.7 **Strategic Review**
- Options Appraisal
- 3.8 The Estate's current usage and existing lease terms significantly impact the feasibility of the redevelopment options. Moreover, the Trust's charitable purposes, primarily to serve public recreation, restrict broader activities that can generate revenue, limiting potential income.
- 3.9 The following options focus on enhancing Estate sustainability while navigating the constraints of the Trust's charitable purposes and the current market for recreational uses. Further exploration of potential revenue streams and capital investment needs will be critical for informed decision-making.
- 3.10 Rider Levett Bucknall's feasibility study explored renovation and reconfiguration options for the Estate to enhance connectivity with the park and address security vulnerabilities. The study proposed three investment levels—bronze, silver, and gold—each varying in the degree of intervention and potential revenue. The potential maximum income for each option remains uncertain due to factors such as the requirement to adhere to current charitable purposes, fluctuations in demand, and the risk of vacancies, among other considerations. Consequently, this report emphasises the minimum income necessary to ensure the financial viability of each scheme based on net present value calculations over a 60-year financing period. Obtaining approval from the

Charity Commission to widen the building's uses will generate higher revenue and support future redevelopment.

3.11 Option 1: **Bronze**—Appendix 1:

- This option entails minor interventions, such as refurbishing and removing partition walls, to improve the space's attractiveness, accessibility, and functionality. The estimated cost for these enhancements is approximately £1,700,000¹ for 15,645 square feet of lettable space, similar to the currently available area. An income of £160,707 per annum would be required, translating to approximately £10.27 per square foot. The bronze option is unlikely to need planning permission.

3.12 Option 2: **Silver**—Appendix 1:

- This option involves moderate interventions, including structural alterations, removing most partition walls, and adding a floating central structure to create additional lettable floor space. The required investment is approximately £3,200,000 for about 19,195 square feet of lettable space. An income of £243,325 per annum would be necessary, which equates to approximately £12.68 per square foot. The silver option may require planning permission.

3.13 Option 3: **Gold**—Appendix 1:

- This option involves significant interventions, including structural alterations, extensive remodelling, and enhancements to the courtyard and connections to the park. The estimated cost for these improvements is £4,000,000 for approximately 19,572 square feet of lettable space. An income of £282,715 per annum would be required, which equates to approximately £14.44 per square foot. The gold option will likely require planning permission.

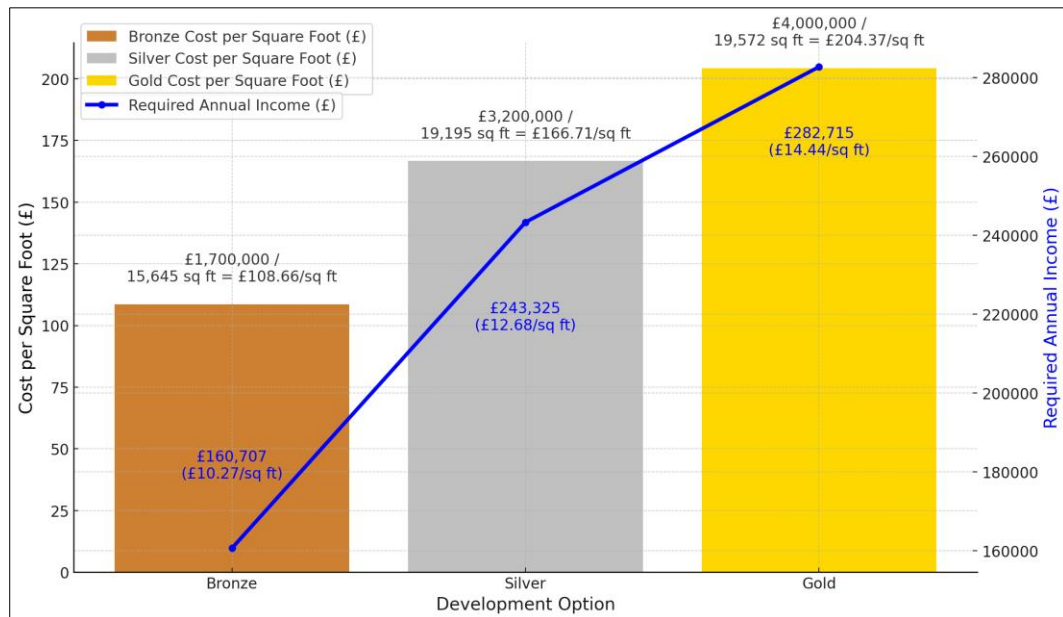
Options Analysis

- 3.14 Each redevelopment option—bronze, silver, and gold—offers varying levels of enhancement to the Estate, with corresponding financial implications and potential for increased rental income. The Trust Committee must weigh these options against its economic strategies and the overarching goal of improving the Estate's sustainability and functionality while fulfilling its charitable purposes.

A key consideration is the financial efficiency of each option. As the lettable space increases with the silver and gold redevelopment options, the cost per square foot also rises—53.4% from bronze to silver and another 22.6% from silver to gold. This indicates that the investment required for each additional square foot of space becomes increasingly less efficient, as shown below:

¹ The options' cost estimates are based on a preliminary scheme and do not represent a comprehensive, detailed cost plan. As the project advances, the costs will be continually reviewed and updated.

Graph 1: Cost psf and required annual income across options



This analysis demonstrates that the bronze option is the most financially efficient choice. It offers meaningful enhancements to the Estate at a significantly lower cost per square foot. It requires the least income, imposing the lowest financial burden on the Trust. The income-generation capacity of the space is sufficient to meet this requirement without straining the Trust's financial resources. In contrast, while providing additional lettable space, the silver and gold options introduce a greater risk of vacancies, which could undermine the Trust's financial stability. Consequently, the bronze option emerges as the Trust's most prudent and sustainable choice.

3.15 Risks

3.16 The redevelopment proposal faces several significant risks that must be considered and mitigated.

3.17 **Revenue Risk:** The project faces a high likelihood of revenue risk across all options, including the option of taking no action, which could severely impact its financial sustainability. To mitigate this risk, it is recommended that the Trust Committee seeks approval from the Charity Commission to expand the charity's purposes and diversify the Estate's use (such as commercial uses in part of the building). This expansion could generate additional revenue streams, thereby reducing reliance on existing sources and supporting the Trust's charitable purposes more sustainably.

- 3.18 **Development Costs:** The cost of remodelling the Estate in 2031, when vacant possession becomes possible as the longest lease expires, is likely to exceed initial estimates, presenting a significant risk to the project's budget. Obtaining updated and accurate cost estimates is crucial to manage this risk before moving forward with the project. This should be done at the right stage to avoid potential financial shortfalls.
- 3.19 **Charity Commission Approval:** The current charitable purpose of the Barham Park Trust, focused on public recreation, limits the range of permissible activities and tenants within the Estate. An amendment to the charitable purpose is required to engage in activities outside the Trust's existing objectives. Officers will seek Charity Commission approval to expand the building's permitted uses, which is essential to improving cash flow, attracting a broader range of tenants, and ensuring the optimal use of the Estate to meet its charitable objectives. Currently, the average rent from existing tenants is approximately £5 per square foot, below average market rates, which jeopardises the financial sustainability of the Estate.
- 3.20 Obtaining approval from the Charity Commission is crucial for any changes to the charitable purpose, i.e., leasing parts of the Estate for commercial use. A robust business case must be developed to secure this approval, demonstrating that all other potential avenues—such as maximising rents, applying service charges, and letting out vacant properties—have been thoroughly explored and exhausted. This will strengthen the case for the necessary changes. Officers will prepare a business case detailing the types of uses and the proportion of the building to be allocated for broader purposes to support the Estate's financial viability. While it is difficult to estimate the exact timeframe for a decision from the Charity Commission, such decisions typically take between 8 to 12 months.
- 3.21 Expanding the permitted uses, including commercialising parts of the building, is vital to improving cash flow, attracting a more comprehensive range of tenants, and ensuring the Estate's optimal use aligns with its charitable objectives. Without this expansion, the Estate's future viability and ability to serve Barham Park and its community are at risk. Approval from the Charity Commission to amend the Trust's charitable objectives is essential for these changes.
- 3.22 **Risk Management:** Each risk requires proactive management to achieve the project's objectives without compromising financial viability or regulatory compliance.
- 3.23 **Consultation with Tenants and Building Users**
- 3.24 Officers will engage tenants and users of the building in a focused consultation on the bronze option. The primary purpose of this consultation is to gather feedback on how the bronze option can be improved to serve the charitable purposes of the Estate better. This process will include discussing the potential

impacts, identifying areas for enhancement, and exploring collaborative solutions to optimise the benefits for all stakeholders. The indicative timeline for this is set out in Appendix 2.

3.25 A series of meetings will be held with existing tenants to understand their perspectives on the bronze option, acknowledging that other options are not being considered. The consultation will allow tenants to influence the final plans, particularly in areas directly affecting their building use.

3.26 Although tenants have not firmly pushed for broader strategic changes due to cost concerns and the potential impact on their tenancies, they have requested specific improvements, such as addressing the building's exterior and thermal performance. Early engagement with tenants will be essential to gathering their input and ensuring the bronze option is refined to align with the charitable objectives. The consultation process may involve presentations, questionnaires, and meetings to collect feedback.

3.27 The public will be consulted separately when developing proposals to expand the Trust's charitable purposes.

3.28 **Discounted Options**

3.29 It is noted that the silver and gold options would be challenging to achieve given the income levels that could realistically be generated, even if the uses were broadened with Charity Commission approval. While the silver option may generate sufficient income to make the scheme viable, there is considerable uncertainty in the market for the foreseeable future due to post-pandemic shifts in demand for rental space. This uncertainty significantly undermines the financial reliability of the silver option. The higher costs and risks associated with the silver and gold options make them less feasible. Therefore, it is proposed that these options be ruled out in favour of the bronze option, which appropriately balances risk and reward in line with the Trustee's fiduciary duties.

3.30 **Do nothing**

3.31 Essential repairs and maintenance must be undertaken to achieve minimal functionality and compliance. These are also necessary to improve long-term financial sustainability and to fully address infrastructural deficiencies as part of a broader strategic plan. Short-term investment complements longer-term redevelopment and may reduce future redevelopment costs by creating synergies between immediate repairs and subsequent enhancements. Therefore, undertaking essential repairs and maintenance as a foundation for pursuing the bronze option is recommended as the strategic direction.

3.32 **Timeline**

3.33 An indicative timeline has been developed that weaves the strategic and operational elements from both property-related reports presented to the Trust Committee at this meeting. This timeline is set out in Appendix 2.

4.0 Financial Considerations

- 4.1 The Trustees of Barham Park Trust have a fiduciary duty to ensure the Trust's long-term financial stability. When acting as Trustees, they must put the trust's financial interests ahead of the Council.
- 4.2 As noted in the risks section, generating sufficient rental income from any redevelopment so the Trust can repay the redevelopment costs is a significant risk. As the proposals are developed further, the Trust must consider how to maximise the potential future income whilst minimising the risks of vacant units and non-payment.
- 4.3 Given the long payback period, the Trust will be unlikely to secure commercial funding for any such redevelopment, so any loan provided for this will likely have to come from the Council unless another source of non-commercial finance can be identified. If the Trust requires a loan from the Council, then this will require formal approval by the Cabinet.
- 4.4 The financial assessment of the investment options is subject to the Trust's securing the Charity Commission's approval to undertake more commercial lettings. Given the challenging commercial marketing space, additional work is also required to assess the commercial rental potential following the investments. The paper notes that these investment plans will occur after vacant possession has been secured on the Estate, which is estimated to be achieved in 2031. Another assessment would be required after these conditions have been completed to confirm the viability.

5.0 Legal Considerations

- 5.1 The land (which includes various buildings) known as Barham Park was given by George Titus Barham on trust to the Council in 1938. The terms of the Trust are 'to preserve the same for the recreation of the public in such manner and subject to such regulations in all respects as the Council may occasionally think proper'. It was registered with the Charity Commission in June 1963 and is regulated by that body.
- 5.2 The terms of the Trust are extremely wide, and it is difficult to summarise the uses allowed in general terms. Section 5 of the 2011 Act states that it is charitable to "provide or assist in the provision of facilities for recreation or other leisure time occupation if the facilities are provided for social welfare." Commercial office space, retail, surgeries, etc., would not fall under the scope of recreational or leisure use for social purposes (though a park café would be in scope).
- 5.3 To comply with the procedural terms of the Charities Act 2011, any letting that falls outside of the terms of the Trust would require an application to be made to the Charity Commission. It is considered that there are prospects of success in obtaining approval for such an application, given that without such a change, the charitable purposes are at significant risk.

- 5.4 The Trust's ability to obtain vacant possession to enable the works depends on the existing contractual terms of the leases.
- 5.5 To comply with the procedural terms of the Charities Act 2011, any letting that falls outside of the terms of the Trust would require an application to be made to the Charity Commission. It is considered that there are limited prospects of obtaining approval for such an application.
- 5.6 An amendment to the purposes of the Trust set out in 5.1 to enable a broader range of uses of the Estate will require the approval of the Charity Commission. Any new purposes must be charitable and in the Trust's best interests. The Charity Commission will consider whether the new purposes are similar to the current purposes and whether they are suitable and effective in current social and economic circumstances.

6.0 Equity Diversity and Inclusion Considerations

- 6.1 Any proposals that come forward in due course must be assessed in compliance with the Trust's equality duties. The proposed options mentioned in this report will be subject to screening for equalities impacts, and where the potential for adverse impacts is identified, a full equalities impact assessment will be carried out, and any requisite mitigating action will be taken.

7.0 Consultation with Ward Members and Stakeholders

- 7.1 Officers meet regularly with Ward Members.

8.0 Human Resources/Property Implications (if appropriate)

- 8.1 When undertaking remodelling works proposed by RLB for the Barham Park Building, ensure the procurement process aligns with the requirements under the Charities Act 2011, ensuring that the Trust acts in the best interests of its beneficiaries.

9.0 Climate Change and Environmental Considerations

- 9.1 None other than those identified within the main report.

10.0 Communication Considerations

- 10.1 None other than those identified within the main report.

Related document(s) for reference:

Reports to Barham Park Trust Committee (27 January 2022 & 5 September 2023) - Strategic Property Matters Relating to Barham Park, 660 Harrow Road, Wembley HA0 2HB

Report Sign Off:

Tanveer Ghanu

Director of Property and Assets

Initial Feasibility Study Options

Existing Layout

Ground Floor - Existing

- + Mix of masonry & stud walls which have been modified and added to in the past
- + Layout is highly compartmentalised & fragmented, reflecting the building's history, structural design & current occupancy
- + Few or no links between existing internal areas, and between internal & external areas
- + Total Existing Ground Floor GIA approx 1,000 sqm plus external courtyard approx. 100sqm



Note: Existing plans have been based upon initial information provided by client. Full measured topographical & building survey will be required

HARROW ROAD

First Floor - Existing

- + Mix of masonry & stud walls which have been modified and added to in the past
- + Layout is highly compartmentalised & fragmented, reflecting the building's history, structural design & current occupancy
- + Few or no links between existing internal areas, and between internal & external areas
- + Total Existing First Floor GIA approx 460 sqm



Note: Existing plans have been based upon initial information provided by client. Full measured topographical & building survey will be required

'Bronze' Scheme Option



Schedule of Accommodation:

Retail	TOTAL	130 sqm
Office	TOTAL	366 sqm
Office 4		84 sqm
Office 5		143 sqm
Office 6		39 sqm
Meeting / Conference		74 sqm
TOTAL OFFICE		330 sqm
Cafe / Bar		152 sqm
Community		
Community Space 1		121 sqm
Community Space 2		113 sqm
Reception		15 sqm
External courtyard		113 sqm

KEY:

- Existing retained structure
- New structure

NOTES:

All works are to be undertaken in accordance with Building Regulations and the latest British Standards.

This drawing shall not be scaled to ascertain any dimensions. Work Figure dimensions only.

All Dimensions and level are to be checked on site.

Any discrepancies are to be reported to the Architect before any work commences.

Unless noted below, all known hazards have been highlighted on the drawing.

All information shown is preliminary - The drawing has been produced as an initial concept design for client discussion purposes ONLY.

Full measured topographical survey and full measured building survey will be required.

All information shown as part of these proposal is subject to consultation and development with other consultants.

ALL furniture shown is indicative.

This drawing shall not be scaled to ascertain any dimensions. Work Figure dimensions only.

All Dimensions and level are to be checked on site.

Any discrepancies are to be reported to the Architect before any work commences.

Unless noted below, all known hazards have been highlighted on the drawing.

GROUND FLOOR - BRONZE OPTION

Schedule of Accommodation:	
Office	
Office 1	27 sqm
Office 2	54 sqm
Shared Meeting	9 sqm
TOTAL OFFICE	90 sqm
Studios	
Studios total (incl. circulation)	244 sqm

KEY:

- Existing retained structure
- New structure

NOTES:

All works are to be undertaken in accordance with Building Regulations and the latest British Standards.

This drawing shall not be scaled to ascertain any dimensions. Work Figure dimensions only.

All Dimensions and level are to be checked on site.

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Full measured topographical survey and full measured building survey will be required.

All information shown as part of these proposal is subject to consultation and development with other consultants.

All furniture shown is indicative.

This drawing shall not be scaled to ascertain any dimensions. Work Figure dimensions only.

All Dimensions and level are to be checked on site.

Any discrepancies are to be reported to the Architect before any work commences.

Unless noted below, all known hazards have been highlighted on the drawing.



FIRST FLOOR - BRONZE OPTION

**Barham Park Feasibility - Estimate Cost Plan - Rev A
Brent Council**

3.0 ELEMENTAL SUMMARY

REF	ITEM	TOTAL COSTS
1	WORKS BREAKDOWN	
1.01	Building Fabric	£ 908,880
1.02	M&E	£ 327,600
2	SUB-TOTAL	£ 1,236,480
2.10	PRELIMINARIES	£ 222,566
2.20	OVERHEADS & PROFIT	£ 72,952
3	CONSTRUCTION TOTAL	£ 1,531,999
3.10	CONTINGENCY	£ 153,200
4	CONSTRUCTION TOTAL INCLUDING CONTINGENCY	£ 1,685,199

'Silver' Scheme Option

Ground Floor - Initial Concept Design ('Silver' Scheme option)

- + Community uses proposed for two of the buildings facing the western courtyard, with the potential to link them together internally. Potential to use external courtyard area for playground or similar
- + Cafe / bar proposed for the existing library area at ground floor, with possibility to use external courtyard for events or gatherings
- + Retail units proposed along the rest of Harrow Road with access potential from central courtyard or from the pavement.
- + Link created between eastern and western courtyards.
- + Primary circulation core created around existing stair, with new lift and WCs. Corridor linking to new office areas.
- + Office use proposed for the remainder of the ground floor with potential for the meeting / conference room to be used separately or incorporated as part of Office 6 (with ramp to accommodate level change).
- + Potential location for an external bin store is by the existing main site entrance

Schedule of Accommodation:

Retail	
Retail units total	130 sqm
Office	
Office 5	84 sqm
Office 6	143 sqm
Office 7	29 sqm
Meeting / Conference	74 sqm
TOTAL OFFICE	330 sqm
Cafe / Bar	
Cafe / bar	152 sqm
Community	
Community Space 1	121 sqm
Community Space 2	113 sqm
Other	
Reception	15 sqm
External courtyard	112 sqm



Existing window locations shown on plan in this location are not drawn accurately on the existing information supplied by the client and will require measured survey

First Floor - Initial Concept Design ('Silver' Scheme option)

- + Single storey elements to be demolished, ground floor slab to be retained if possible; new steel frame & second storey to be constructed above, primary circulation core leads to new first floor.
- + Office 1 sits within a partially glazed 'box' in the centre of the new space with lightwells surrounding to bring light down to ground floor level, with the views of the existing historical facades retained from inside.
- + Office 2 situated in remainder of new first floor extension.
- + Central circulation corridor allows access to all upper floor areas.
- + Majority of first floor space above the cafe and retail could either be upgraded studio space or used as storage for retail units below.
- + Existing stair moved to the south & new access walkway created to allow access to the upper floor of the southeastern building.

Schedule of Accommodation:	
Office	
Office 1	63 sqm
Office 2	107 sqm
Office 3	54 sqm
Office 4	70 sqm
Shared Meeting	9 sqm
TOTAL OFFICE	303 sqm
Studios	
Studios total (incl. circulation)	244 sqm



Existing window locations shown on plan in this location are not drawn accurately on the existing information supplied by the client and will require measurement survey

2.0 Elemental Summary

Ref	Item	Total Cost
1	WORKS BREAKDOWN	
1.01	Building Fabric	£ 1,554,500.00
1.02	M&E	£ 744,800.00
2	SUB-TOTAL	£ 2,299,300.00
2.10	Preliminaries	£ 229,930.00
2.20	Overheads & Profit	£ 344,895.00
3	CONSTRUCTION TOTAL	£ 2,874,125.00
3.10	Contingency	£ 287,413.00
4	CONSTRUCTION TOTAL INCLUDING CONTINGENCY	£ 3,161,537.50

'Gold' Scheme Option

Ground Floor - Option 2 Concept Design (Optimal 'Gold' scheme)

- + Community uses proposed for two of the buildings facing the western courtyard, with the potential to link them together internally. Potential to use external courtyard area for playground or similar
- + Existing library area at ground floor retained as existing, subject to future development and building phasing
- + Retail units and a cafe unit proposed along the rest of Harrow Road with access potential from central courtyard or from the pavement.
- + Link created between eastern and western courtyards.
- + Primary circulation core created around existing stair, with new lift and WCs. Corridor linking to new office areas.
- + Office use proposed for the remainder of the ground floor with potential for the meeting / conference room to be used separately or incorporated as part of Office 6 (with ramp to accommodate level change).
- + Existing tenancy boundaries have been overlaid to inform potential future phasing



Schedule of Accommodation:

Retail	
Retail units total	66 sqm
Office	
Office 5	90 sqm
Office 6	143 sqm
Office 7	40 sqm
Meeting / Conference	74 sqm
TOTAL OFFICE	347 sqm
Cafe / Bar	
Cafe / bar	27 sqm
Community	
Community Space 1	121 sqm
Community Space 2	113 sqm
Other	
Reception	15 sqm
External courtyard	112 sqm
Library	175 sqm

First Floor - Option 2 Concept Design (Optimal scheme)

- + Single storey elements to be demolished, ground floor slab to be retained if possible; new steel frame & second storey to be constructed above, primary circulation core leads to new first floor.
- + Office 1 sits within a partially glazed 'box' in the centre of the new space with lightwells surrounding to bring light down to ground floor level, with the views of the existing historical facades retained from inside.
- + Office 2 situated in remainder of new first floor. Extension footprint has now been increased to extend to line of building below with additional lightwells
- + Central circulation corridor allows access to all upper floor areas.
- + Majority of first floor space above the cafe and retail could either be upgraded studio space or used as storage for retail units below.
- + Existing stair moved to the south & new access walkway created to allow access to the upper floor of the southeastern building.
- + Existing tenancy boundaries have been overlaid to inform potential future phasing



Schedule of Accommodation:

Office	
Office 1	63 sqm
Office 2	176 sqm
Office 3	54 sqm
Office 4	70 sqm
Shared Meeting	9 sqm
TOTAL OFFICE	372 sqm
Studios	
Studios total (incl. circulation)	244 sqm

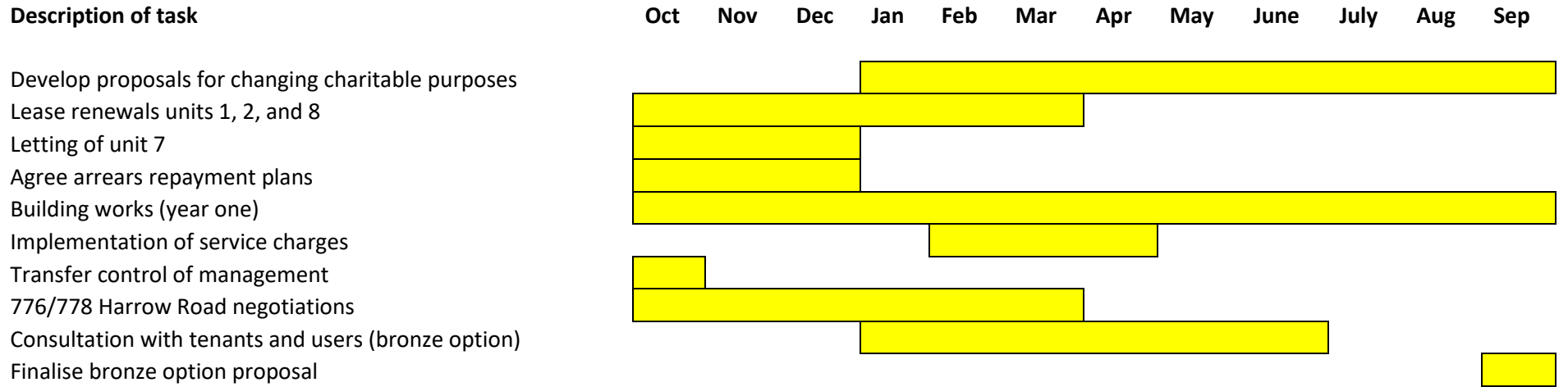
**Barham Park Feasibility - Estimate Cost Plan - Rev A
Brent Council**

3.0 ELEMENTAL SUMMARY


REF	ITEM	TOTAL COSTS
1	WORKS BREAKDOWN	
1.01	Building Fabric	£ 2,324,280
1.02	M&E	£ 655,200
2	SUB-TOTAL	£ 2,979,480
2.10	PRELIMINARIES	£ 536,306
2.20	OVERHEADS & PROFIT	£ 175,789
3	CONSTRUCTION TOTAL	£ 3,691,576
3.10	CONTINGENCY	£ 369,158
4	CONSTRUCTION TOTAL INCLUDING CONTINGENCY	£ 4,060,733

Indicative timelines 2024/25

Description of task



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 <p>Brent</p>	<p align="center">Barham Park Trust Committee Meeting 10 September 2024</p>
<p>Operational Property Matters Relating to Barham Park, 660 Harrow Road, Wembley HA0 2HB</p>	
<p>Wards Affected:</p>	<p>Wembley Central</p>
<p>Key or Non-Key Decision:</p>	<p>Non-Key</p>
<p>Open or Part/Fully Exempt: <small>(If exempt, please highlight relevant paragraph of Part 1 Schedule 12A of 1972 Local Government Act)</small></p>	<p>Open</p>
<p>No. of Appendices</p>	<p>Two Appendix 1: Works and Cost Summary Appendix 2: Tenancy map</p>
<p>Background papers:</p>	<p>None</p>
<p>Contact Officer(s):</p>	<p>Denish Patel, Head of Property 020 8937 2529 Denish.Patel@brent.gov.uk</p> <p>Tanveer Ghani, Director of Property and Assets 020 8937 1722 Tanveer.ghani@brent.gov.uk</p>

1.0 Purpose of the Report

- 1.1 This report provides an overview of the Barham Park Estate building's condition, summarising the essential findings and recommendations from the Watts Building Survey regarding necessary repairs and associated costs in the short, medium, and long term. It also addresses the restrictive covenant on properties at 776 and 778 Harrow Road, where the current owner, who has obtained planning permission for further development, seeks to negotiate a modification with the Trust. Previous discussions authorised by the Trust Committee explored this potential change, which could benefit the Trust.
- 1.2 The report revisits the Trust Committee's earlier decision to hold off on decisions regarding Units 2, 7, and 8 until an architect's options appraisal is completed. It now offers strategic recommendations for these units and other operational matters that have arisen. Additionally, it stresses the importance of implementing service charges as per tenants' leases to ensure sufficient funds for ongoing maintenance.

- 1.3 The report addresses the recent Council restructuring, which has shifted senior management responsibility for the building's day-to-day operations.
- 1.4 This report should be read alongside the 'Strategic Property Matters' report, which outlines the overarching strategy from which operational activities will flow for ensuring the Barham Park Estate is sustainable, well-maintained, and aligned with the Trust's charitable objectives.

2.0 Recommendation(s)

That the Barham Park Trust Committee RESOLVES

- 2.1 To delegate day-to-day Trustee functions and decision-making authority to the Director of Property and Assets, replacing the Director, Public Realm (formerly the Operational Director for Environmental Services, as per paragraph 3.4).
- 2.2 To authorise the Director of Property and Assets to renew the expired leases for Units 1, 2, and 8 and regularise any associated subtenancies, as outlined in paragraph 3.7.
- 2.3 To authorise the Director of Property and Assets to let Unit 7 for meanwhile use as outlined in paragraph 3.8.
- 2.4 To approve the use of restricted funds, under existing Charity Commission permissions, to carry out essential repairs (year one) identified in the Watts analysis, valued at £269k plus professional fees, ensuring the building remains safe and compliant, as per paragraphs 3.20 to 3.26.
- 2.5 To note that the Director of Property and Assets will implement service charges for all tenants under their lease terms, starting from the 2025/26 fiscal year, as detailed in paragraph 3.9.
- 2.6 To note that the Director of Property and Assets will continue negotiations with Zenaster Properties Ltd for the potential amendment to the restrictive covenant at 776 and 778 Harrow Road, outlined in paragraph 3.12.
- 2.7 To note that the Director of Property and Assets will finalise terms, submit necessary applications to the Charity Commission, address any related issues, and, if required by the Charity Commission under Section 283 of the Charities Act 2011, provide public notice of this resolution.
- 2.8 To note that the Director of Property and Assets will seek to agree on repayment plans with tenants in arrears, which may include re-gearing leases to ensure sustainability. If an agreement cannot be reached or a default occurs, leases may be terminated for breach. See paragraph 3.10.
- 2.9 Authorise the Director of Property and Assets to seek the consent of the Charity Commission where required to fulfil the recommendations in this report.

3.0 Background

- 3.1 In January 2022, the Trust Committee reviewed various issues affecting the Estate and authorised the appointment of an architect to assess the Estate's spatial and socioeconomic characteristics. The objective was to evaluate the Estate's potential as a sustainable environment that meets the needs of both current and future users. The architect was tasked with developing a range of options, from minor to significant remodelling solutions ("bronze, silver, gold" concepts).
- 3.2 Additionally, the Trust Committee decided to halt new leases for Units 2, 7, and 8 of the Barham Park Building until the architectural options appraisal was completed. The Operational Director of Environmental Services (this post is now designated the Director, Public Realm) was responsible for determining the future of these units following the assessment.
- 3.3 **Council restructure and changes to day-to-day delegated authority for Estate management**
- 3.4 This report proposes transferring the current delegated authority for the day-to-day management of the Barham Park Estate from the Director for Environmental Services (now Director, Public Realm) to the Director of Property and Assets. This recommendation aligns with the recent Council senior management restructuring. Under this proposal, the Director of Property and Assets would take on responsibility for operational decisions related to the Estate, including lease agreements, building maintenance, and strategic planning, while continuing to collaborate closely with the Director, Public Realm to manage the wider park estate.
- 3.5 **Operational matters following completion of the architectural appraisal**
- 3.6 Following the completion of the architectural appraisal and in alignment with the strategic direction outlined in the Strategic Property Matters report (Agenda Item 7), which targets redevelopment of the bronze option in 2031, the following landlord activities are recommended to ensure that vacant units are available at that time and in the meantime income is maintained for the Trust:
- 3.7 Lease Renewals for Unit 1 (Tamu Samaj UK), Unit 2 (Veterans' Club (Wembley), and Unit 8 (Brent Council - Children Centre)

Tenants currently occupying these units on expired leases are to be offered the opportunity to renew their leases. Officers will commission independent valuations and issue Section 25 notices to ensure lease renewals occur within statutory time limits, with independent valuations guiding negotiations. These renewals will align with strategic objectives, ensuring leases terminate before the anticipated redevelopment in 2031. They will include appropriate break clauses and exclusion from the Landlord and Tenant Act 1954 to obtain vacant possession at the proper time.

The Young Brent Foundation occupies Unit 8 and delivers the Children's Centre services. Officers will formalise these arrangements under a sub-tenancy to ensure legal compliance, safeguard the rights of all parties and establish a clear framework for the ongoing use of the premises.

3.8 Vacant Unit 7 Re-activation

In 2018, Unit 7 was marketed, and the Friends of Barham Library, who occupy Unit 4, were awarded the bid, supported by an NCIL grant of £150,000 for a Dementia Advice and Support project. However, the lease was not finalised due to unresolved lease terms and the Trust Committee's pause on new leases pending the completion of the architectural study. It is now proposed that Unit 7 be temporarily reactivated for 'meanwhile use', allowing flexibility while seeking Charity Commission approval to modify the charitable purposes, enabling other or commercial uses of part of the building.

The Friends of Barham Library will be offered the first opportunity to occupy Unit 7, subject to agreeing to updated terms that incorporate 'meanwhile use' and NCIL considerations. The original bid terms are outdated and not aligned with the strategic objective of securing vacant possession by 2031 or earlier. If no agreement is reached, the unit will be remarketed for alternative temporary use within three months.

3.9 Implementation of Service Charges

Starting in April 2025, service charges will be applied across all leases at Barham Park to fund the building's upkeep and maintenance. Although the lease provisions for service charges have not been previously activated, this is now necessary. Tenants will be notified in advance to allow adequate time for financial planning. Service charges will be calculated according to the formulas outlined in their leases. The process begins with an initial assessment and communication phase, where the total maintenance, repairs, and other expenses are calculated. Tenants are then informed about the upcoming service charges through detailed explanations of the calculation methods in their respective leases. By implementing service charges, the Trust can begin to mitigate any financial impact and gradually build the necessary funds (such as a sinking fund) to maintain and improve the Barham Park Building and broader estate.

Appendix 1 outlines the specific expenditure items eligible for recharging to service charges (items marked with 'S/C').

3.10 Arrears Management

Discussions are ongoing to establish a repayment plan with tenants who have fallen into arrears. However, the Trust Committee should be aware that proactive measures, including forfeiture or legal action, may be necessary for tenants who fail to comply with payment plans or do not settle their arrears. The delegated officer (Director of Property and Assets) will actively enforce contractual obligations. The total debt is approximately £62,355¹ as of Q2 2024/25 financial year.

3.11 Improving Income (see Strategic Property Matters report)

The Barham Park Trust's current charitable purpose limits the Estate's activities and tenancy options, affecting its financial sustainability. An amendment to the charitable purpose is necessary to address this, allowing for expanded uses

¹ Accrual basis.

that could improve cash flow and attract a broader range of tenants. Officers will seek Charity Commission approval for these changes, supported by a robust business case demonstrating that all other revenue-boosting options have been explored. This approval process typically takes 8 to 12 months, but it is essential for ensuring the Estate's long-term viability and its ability to continue serving the community effectively.

3.12 776 and 778 Harrow Road

In 2011, the Trust sold 776 and 778 Harrow Road with covenants restricting their development. The current owner, Zenaster Ltd, sought to amend these covenants in 2021 to allow the demolition and construction of four new houses, with planning permission granted in June 2023. An independent valuation assessed the Trust's share of the development, but negotiations remain unresolved. Officers are now seeking an updated valuation and actively engaging with the owner to reach an agreement on amending the covenants. The owner wishes to commence development within six months. Several boundary issues between the owner and the Trust were identified, including potential parkland encroachment (an independent boundary report obtained by Officers in January 2024 suggested that the owner had fenced off small sections of the parkland). The owner has now agreed upon the correct boundaries, with remedies to follow.

3.13 Barham Park Funfair

In 2022, the Irvin Organisation Ltd was granted a five-year license to operate funfairs in several parks, including Barham Park, from January 2022 to January 2027. The license permits funfair operations between 11:00 AM and 11:00 PM, with specific terms requiring the Licensee to maintain cleanliness, adhere to health and safety regulations, secure necessary consents, and avoid disturbances. The Licensee is also responsible for fire safety measures, insurance coverage, and indemnifying the Trust as Licensor. The license can be terminated with three months' notice or immediately in case any breach is not remedied, and it naturally expires in January 2027. This funfair operation provides valuable rental income to the Trust.

Fulfil Landlord Functions and Obligations

3.14 The rent review process is now completed in line with the provision of individual leases to help strengthen the Trust's financial position. Rent reviews have been carried out on the following tenants whose leases contain rent review provisions:

- Tamu Samaj UK
- ACAVA (Association for Cultural Advancement through Visual Art)
- Friends of Barham Library

3.15 The total rent uplift from the rent reviews is £4,652 p/a, and the backdated rent owed due to the rent reviews is £20,835. No other tenant's lease has a rent review provision. Instead, their rents will be reviewed at lease renewal.

Statutory Compliance Summary for Barham Park Building.

- 3.16 Energy performance certificates have recently been renewed for all ten units, and ratings are between C and D. These ratings are above the minimum E rating required under the Minimum Energy Efficiency Standards (MEES) regulations. Looking ahead, there are upcoming changes to EPC regulations. By 2030, it is anticipated that it will be unlawful to let commercial properties with an EPC rating below B unless exempt (e.g., voids, 7-year payback test not met). Interim targets include achieving an EPC rating of C by 2027. Under the MEES regulations, the Barham Park Trust, as Landlord, is responsible for ensuring the building has up-to-date EPCs.
- 3.17 Eton Environmental Group Ltd (Eton) recently conducted a comprehensive asbestos survey of the building. However, due to access limitations, a few units were not inspected. The provisional report indicates that some building areas contain asbestos and are classified as very low-risk. These can be managed by labelling the affected regions and conducting regular re-inspections. The responsible officers will coordinate these actions with the occupants. Additionally, Eton will be re-commissioned to return and inspect the remaining units. It is important to note that any future building redevelopment must consider the presence of asbestos to ensure safe and compliant management.

Other Statutory Compliance Issues

- 3.18 The Barham Park Building at ground level is designed with accessibility in mind, featuring level thresholds and well-planned landscaping. These features ensure that navigation throughout the property is generally straightforward and accessible. Units 3, 5, and 9 are on the first floor and may have accessibility issues. Officers will audit accessibility standards to review whether improvements are required to meet the Equality Act 2010 and improve accessibility for tenants and users, particularly in the strategic redevelopment context.

Health and Safety

- 3.19 Officers actively liaise with tenants to ensure all health and safety compliance information is current and accurate. This includes essential documentation such as electrical and gas safety certificates, among other safety documentation, as shown below. Officers continue to chase outstanding documentation and compliance.
- Fire risk assessments
 - Electrical certificates
 - Gas safety certificates
 - Legionella risk assessments

Building Condition

- 3.20 The exterior of the building has received piecemeal repairs over many decades, much of which is now also in need of repair. Many window frames need to be in better condition, while the glazing provides poor insulation; therefore, there

is room to improve heat and energy management. The following repairs are recommended improvements by Watts within one year:

3.21 Summary Table of Costs

3.22 Based on the provided figures, the estimated costs and timing for the necessary works are as follows:

Building Element		Approximate costs			
		1 Years	3 Years	10 Years	TOTAL
1	External	£248,750	£194,850	£221,050	£664,650
2	Structure	£8,800	0	0	£8,800
3	Internal	0	0	£7,500	£7,500
4	External Areas/Boundaries	£11,400	£2,100	£600	£15,600
TOTAL		£268,950	£196,950	£229,150	£695,050

3.23 This table highlights the key areas requiring attention and the phased approach to addressing the condition and safety of the Barham Park Building. Year one works for £268,950 (plus circa 10% professional fees) is recommended to ensure the building remains safe, compliant, and functional. The detailed estimated costs and itemised breakdown are shown in Appendix 1.

Park Services is currently testing Verti-drainage on the events field, which uses vertical drains designed to filter and prevent clogging, at an annual cost of £700. So far, the funfair has not been prevented from using the events field. If the solution continues to work, it could result in substantial savings on future drainage expenses. However, more significant costs may be incurred if the trial is unsuccessful in the coming years.

3.24 Proactively undertaking maintenance and improvement works at this stage is not only a prudent strategy for preserving the current state of Barham Park but also serves as a cost-effective measure for the long term. By addressing potential issues now, we can mitigate the escalation of repair costs and complexities that may arise if these issues are left unattended until the planned redevelopment in 2031. Early intervention can significantly reduce the overall financial burden of future redevelopment by minimising the scope of necessary works, ensuring that the park remains in good condition and that future redevelopment efforts can be carried out more efficiently and economically.

3.25 The events field west of Barham Park serves as a key recreational area, hosting a play area, outdoor gym, and various fairs and events that generate income for the Trust. Funds have been invested in addressing flooding and drainage issues in recent years.

3.26 In 2019/20, the Barham Park Trust Committee, with Charity Commission approval, allocated approximately £177k from restricted funds for drainage design, tree works, and external improvements. Due to high costs, a trial with

more affordable vertical drainage systems is underway. Three permissions, totalling £435k, have been secured in total from the Charity Commission, using the procedure set out in Sections 282 to 284 of the Charities Act 2011, to utilise restricted funds for necessary repairs, with around £70k spent so far on park improvements. This means the Trust can use restricted funds of up to £365k, subject to available funds, or use unrestricted funds to fill any shortfall, covering the essential works for year one and associated field drainage works.

Heritage and Planning Status

- 3.27 Barham Park Estate, including its grounds and buildings, is a designated heritage site due to its historical significance and contributions to the local community. The estate is not listed on the National Heritage List for England but is recognised locally for its heritage value. This local listing means that any changes to the buildings or grounds must respect and preserve their historical and architectural significance.
- 3.28 Planning permission was sought and granted for window repairs under Planning Permission Reference: Ref. 22/3817. This application encompassed repairing and replacing deteriorating timber and metal windows, addressing critical issues such as energy efficiency and water ingress. The planning permission was granted subject to conditions, ensuring that all renovations comply with the relevant planning regulations and standards.

Do Nothing (maintain the status quo)

- 3.29 Do nothing is not an option as the Barham Park Trust must maintain the building per its obligations under the lease agreements, the Landlord and Tenant Act 1954, and its responsibilities as a charitable trust to preserve the property for the benefit of the community and ensure compliance with the Charities Act 2011. This option would continue the cycle of minimal and costly short-term repairs, likely leading to increased long-term costs and further property value and utility degradation. Therefore, the Trust Committee must perform urgent repairs to ensure the building is safe and compliant and act as appropriate to preserve the Trust's charitable objectives and financial sustainability.

4.0 Financial Considerations

- 4.1 The Trustees of Barham Park Trust have a fiduciary duty to ensure its long-term financial stability. When acting as Trustees, they must prioritise the Trust's financial interests over those of the council.
- 4.2 As of March 2024, the Trust had £285k in accumulated unrestricted funds and £353k in restricted funds: £638k in total. The Trust collects, on average, £103k in receipts per annum, most of which relate to rent and funfair charges. Payments, on average, cost £78k per annum, although this has fallen in recent years. The average increase in restricted funds has been £25k per annum.
- 4.3 The Trust must spend £269k (plus professional fees of approximately 10%) on urgent building repairs and potentially £150k on drainage works in the future. The total cost of all repairs for all years will likely exceed the Trust's available funds as of March 2024.

- 4.4 The DfE capital grant of £423k for Unit 8 is at risk of clawback if the use of Unit 8 changes. Assuming nine years out of the 25-year term are clawed back, this would constitute a charge of £152k. It is unclear whether the Trust or the Council would be liable for this cost.
- 4.5 The arrears for the Trust's tenants also pose a risk to the Trust, given its finances' tightness. Suppose tenants default on the £62k they owe. In that case, the trust may require emergency financial support from the Council to address immediate cashflow issues at a minimum and potentially longer term if its finances cannot be more sustainable.
- 4.6 In recent years, the Trust has only averaged an increase of its funds by £25k annually. At the present rate, it would take nearly three years for the trust to recover from a £62k hit to its finances.
- 4.7 The rent increases from reviews detailed in paragraph 3.15 of less than £5k per annum are insufficient to significantly improve the Trust's financial position.
- 4.8 A potential gain for 776 and 778 Harrow Road (if the amendment to the restrictive covenant can be agreed upon) offsets these risks and expected future costs.
- 4.9 In recent years, the Council has provided grants of £150k from NCIL for various works for the Trust. If the Council had not provided these funds, the Trust would have had to use its funds to carry them out. The financial challenges highlighted above suggest that additional funds may need to be found to support the Trust in the foreseeable future.
- 4.10 The Council has also awarded £150k to the Friends of Barham Library for Unit 7, which has not been let under the 2018 tender. So far, only £15k of this has been provided. In the context of paragraph 3.8, the Council will need to review what happens to these monies and any legal requirements on them.

5.0 Legal Considerations

- 5.1 The land (which includes various buildings) known as Barham Park was given by George Titus Barham on trust to the Council in 1938. The terms of the Trust are "to preserve the same for the recreation of the public in such manner and subject to such regulations in all respects as the Council may occasionally think proper". It was registered with the Charity Commission in June 1963 and is regulated by that body.
- 5.2 The terms of the Trust are extensive. Section 5 of the 2011 Act states that it is charitable to "provide or assist in providing facilities for recreation or other leisure time occupation if the facilities are provided for social welfare." Commercial office space, retail, surgeries, etc., would not fall under the scope of recreational or leisure use for social purposes (though a park café would be in scope).

- 5.3 To comply with the procedural terms of the Charities Act 2011, any letting that falls outside of the terms of the Trust would require an application to be made to the Charity Commission.
- 5.4 The key EPC regulations are the Energy Performance of Buildings Regs 2012, SI 2012/3118, and the Building Regs 2010, SI 2010/2214. An EPC is required when an existing building is sold or rented out. Enforcement of the EPC regime is by the local weights and measures authorities (through trading standards officers). These officers can request that a copy of the EPC recommendation report or inspection report be provided within seven days of request. Penalties are set out in EPC Regs 2012, SI 2012/3118, reg 38, and breaches connected to non-dwellings could lead to fines of between £500 and £5,000, depending on the rateable value of the building. In most cases, the fine is set at 12.5% of the rateable value of the building, subject to a minimum fine of £500 and a maximum fine of £5,000, with a default penalty of £750 where the formula cannot be applied.
- 5.5 Legislation governs the disposal of charitable land. For example, the Trustees can only authorise the disposal or letting of Trust land for more than seven years to a third party (who is not a charity with similar purposes) after considering a written report prepared by a qualified surveyor on the marketing and valuation of the land, if the terms proposed for the disposal are the best that can be reasonably obtained.
- 5.6 Officers to take more proactive action against tenants in arrears. This should include the option of forfeiture or initiating legal proceedings for debt recovery for those not complying with agreed payment plans or not paying off their arrears. The Trust Committee is to note that the delegated officer will seek to enforce contractual obligations actively.

6.0 Equity Diversity and Inclusion Considerations

- 6.1 While there may be temporary impacts on some protected characteristics, particularly for community-centred tenants, our ongoing focus is on enhancing facilities for all community tenants and park users. Officers are committed to carefully assessing potential equality impacts as we work towards achieving our broader strategic objectives. Should any concerns arise, a thorough equalities impact assessment will be conducted to identify potential issues, and appropriate steps will be taken to address them.

7.0 Consultation with Ward Members and Stakeholders

- 7.1 Officers meet regularly with Ward Members.

8.0 Human Resources/Property Implications (if appropriate)

- 8.1 Nothing specific other than what is noted in this report.

9.0 Climate Change and Environmental Considerations

- 9.1 None other than those identified within the main report.

10.0 Communication Considerations

10.1 None other than those identified within the main report.

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Director of Property and Assets

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Item/defect	Repair	Approximate costs £					
		1 Year	3 Years	10 Years	S/C / T / LL	TOTAL	
External							
Unit 1							
1	Elevation and roof work requires access.	Provide access and edge protection.	750.00		1,000.00	S/C	1750.00
Roofs:							
2	Broken, slipped and missing tiles to pitched roof. Delaminating tiles. Incomplete ridge.	Year 1: Replace broken, missing and slipped tiles, poorly sized ridge tiles and complete installation to ridge. Year 4-10: Allow for future tile replacements.	1,000.00		350.00	S/C	1350.00
3	Rodent infestation in loft.	Year 1: Procure rodent control services. Clear and sanitise loft.	excl			T	0.00
4	Flat roof aged, balding, poorly installed, poor drainage, split leadwork, eroding mortar to coping. Moss throughout.	Year 1: Repair flashing, damaged upstand, clear roof and repair parapets. Year 1-3: Replace roof membrane and build up, including upstands/ encapsulate parapets and review drainage	550.00	4,750.00		S/C	5300.00
5	Blockages to rainwater goods. Lack of below ground drainage to north elevation.	Year 1: Clear rainwater goods. Install below ground drainage connecting to existing.	3,150.00			S/C	3150.00
Elevations:							
6	Decay to shiplap cladding, fascia and bargeboards, peeling paint.	Year 1-3: Strip paint where necessary, repair timber and redecorate.		4,700.00		S/C	4700.00
7	Peeling paint to upstand. Corrosion to vents and blockages over vents.	Year 1: Clear vents. Year 1-3: Replace corroding vents. Paint upstand.	50.00	600.00		S/C	650.00
Windows and doors:							
8	Decaying windows and door frames. Broken glazing. Poor security installation. Decorations to doors starting to peel, corrosion to hinge and poor repair.	Year 1-3: Remove security grates. Replace broken glazing. Overhaul and repair windows and redecorate. Allow to install internal window bars. Repair and redecorate doors.		9,200.00		S/C	9200.00
Unit 2-3							
9	Elevation and roof work requires access.	Provide access and edge protection.	1,000.00	6,000.00	750.00	S/C	7750.00
Roofs:							
10	Slipped, broken and missing tiles to pitched roofs. Many replaced with tingles that are unfurling. Perishing mortar fillets. Cables strewn across roof. Water ingress around chimney. Torn flashing.	Year 1: Replace broken, missing and slipped tiles. Repair flashing (including around chimney) and repoint spalled mortar. Year 1-3: Take up, retain tiles and relay (allowing for necessary replacements of tiles and leadwork). Verify, remove/ tidy cables	1,000.00	30,000.00		S/C	31000.00
11	Section of flashing missing to lead roofing. Build up to bay window lead roofing. Torn flashing.	Year 1: Clear roofs. Replace missing and torn flashing.	600.00			S/C	600.00
12	Minor cracking to mortar joints and fillets and spalling bricks to chimneys. Corroding aerals and satellite. Chimneys no longer in use.	Year 1-3: Verify and remove or repair aerals and satellite. Repoint eroded mortar and cracked mortar fillets. Allow to cap.		800.00		S/C	800.00
13	Organic growth to parapets and erosion of mortar.	Year 1: Clear and repoint parapets.	250.00			S/C	250.00
14	Leaks to lean-to pitch and missing and cracked tiles. Poor flashing. Moss accumulation.	Year 1: Replace damaged missing tiles and clean down. Replace and provide suitable leadwork.	400.00			S/C	400.00

Item/defect		Repair	Approximate costs £				
			1 Year	3 Years	10 Years	S/C / T / LL	TOTAL
15	Felt roofing poorly repaired, leaking to felt and skylights. Poor drainage provisions.	Year 1: Undertake further patch repairs including to upstands. Year 1-3: replace felt membrane and skylights, allow for necessary insulation and drainage provisions and adaptations to upstands and parapets. Including additional outlets and downpipes. Allow for any deck repairs. (Note: 33% of cost included here the remaining under unit 10).	1,000.00	25,400.00		S/C	26400.00
16	Blockages to rainwater goods. Leaks to joints, cracked joints and corroding fixings. Undersized gutter. Poorly fitted connections.	Year 1: Clear rainwater goods. Overhaul and repair leaving watertight and suitably sized and correct connections.	1,200.00			S/C	1200.00
Elevations:							
17	Localised spalling mortar joints and poor cementitious pointing. Spalled bricks. Overgrown ivy. Decaying ply boxing. Water damage at low level	Year 1: Investigate damp. Allow for repairs. Year 1-3: repoint poor mortar joints and reface spalled bricks. Cut back ivy and renew boxing	1,200.00	750.00		S/C	1950.00
18	Failing paint to timber fascia, bargeboards and beams. Minor decay.	Year 1-3: Repair and redecorate.		3,700.00		S/C	3700.00
19	Soiling to render and fading paint to mock beams. Lead poor to cornice detail.	Year 4-10: Redecorate mock beams and cornice detail and replace leadwork.			700.00	S/C	700.00
20	Guano and roosting birds.	Year 1: Clean down and allow to install bird deterrents.	350.00			S/C	350.00
Windows and doors:							
21	Water runs down face of curtain wall bay windows. Water ingress via windows. Windows aged.	Year 1: Replace all windows. Allow to alter and improve overhang of the bay window roof/fascia detail.	48,000.00			S/C	48000.00
22	Decoration peeling to timber door.	Year 4-10: Redecorate inside and out.			200.00	S/C	200.00
Unit 3 - 4							
23	Elevation and roof work requires access.	Provide access and edge protection.	1,000.00	3,500.00	6,000.00	S/C	10500.00
Roofs:							
23	Slipped, broken and missing tiles to pitched roofs. Many replaced with tingles that are unfurling. Section of missing flashing.	Year 1: Replace cracked and missing tiles and refix loose. Year 4-10: Relay tiles allowing for replacement tiles and leadwork as may be necessary.	1,600.00		66,000.00	S/C	67600.00
24	Felt roofs aged and poor drainage, debris and moss accumulations. Minimal upstands and torn flashing. Water ingress.	Year 1: Clear roof. Year 1-3: Replace felt, upgrading insulation and adapting upstands and drainage falls as necessary.	100.00	13,500.00		S/C	13600.00
25	Liquid and flashband repairs to lead roof over porch, missing flashing.	Year 1: Inspect and repair roof to temporary repairs and missing flashing. Year 4-10: Replace roofing, upgrade insulation and ventilation as necessary.	650.00		3,500.00	S/C	4150.00
26	Lean-to roof localised cracked and slipped tiles. Moss.	Year 1: Clear and replace damaged tiles. Year 4-10: Future allowance for repairs.	50.00		250.00	S/C	300.00
27	Rain water goods leaking and blocked. Poor connections. Undersized.	Year 1: Clear rainwater goods. Overhaul and repair leaving watertight and suitably sized and correct connections.	3,000.00			S/C	3000.00
Elevations:							

Item/defect		Repair	Approximate costs £				
			1 Year	3 Years	10 Years	S/C / T / LL	TOTAL
28	Heavy erosion to mortar and brick faces, poor cementitious pointing. Mortar fillets perished. Decaying ply cover. Corrosion vents and grates. Minor blockage to sub-floor vents.	Year 1-3: Repoint all eroded mortar and cementitious mortar and reface and renew missing and spalled bricks. Replace corroded through vents and treat and decorate rest. Break out blockage/hardstanding to vent and leave clear. Remove and repair behind ply.		5,500.00		S/C	5500.00
29	Render stained. Localised damaged area on first floor porch. Painted render fading to mock beams. Spalling render on staircase parapet.	Year 1: Repair spalled render. Year 1-3: Clean down and install bird deterrents. Year 4-10: Redecorate painted render.	400.00	450.00	700.00	S/C	1550.00
30	Cornice detail failing paint, localised decay and torn lead.	Year 1-3: Repair and decorate timber and renew leadwork.		3,200.00		S/C	3200.00
31	Damp at low level to front elevation and internal walls adjacent. Damp to chimney breast.	Year 1: Further investigation of damp and allowance for repairs. Cap / cover pots to chimney.	7,000.00			S/C	7000.00
32	Failing paint to timber fascia, bargeboards and beams. Minor decay.	Year 1-3: Repair and redecorate.		4,800.00		S/C	4800.00
33	Peeling paint and corrosion to waste pipe and stacks.	Year 1-3: Rub down and redecorate.		300.00		S/C	300.00
34	Water ingress to both staircases, minor impacts to treads. Failing paint and corrosion to railing.	Year 1: Weather stair and upstand and introduce ventilation. Rub down, treat and redecorate handrail.	2,100.00			S/C	2100.00
	Windows and doors:						
35	Decay to timber, corrosion to metal crittall and at least two broken panes. Cracked cills.	Year 1: Replace windows as per planning permissions. Undertake repairs to cills (pointing cracks and replacing one concrete).	35,000.00			S/C	35000.00
36	Doors generally sound.	Year 4-10: Redecorate timber doors.			400.00	S/C	400.00
	Unit 5,6,7						
37	Elevation and roof work requires access.	Provide access and edge protection.	2,500.00	2,500.00	6,000.00	S/C	11000.00
	Roofs:						
38	Slipped, broken and missing tiles to pitched roofs. Many replaced with tingles that are unfurling. Snapped foul drainage stack.	Year 1: Replace cracked and missing tiles and refix loose. Year 4-10: Relay tiles allowing for replacement tiles and leadwork as may be necessary and renewing stack section.	900.00		50,000.00	S/C	50900.00
39	Felt roof between pitches aged, cracking. Leak around chimney. Moss throughout.	Year 1: Clear roof, inspect and allow for repairs around chimney detailing. Year 4-10: Renew felt, upgrading insulation and adapting upstands and drainage falls as necessary.	800.00	2,200.00		S/C	3000.00
40	Weathering over bay windows and porch poor condition.	Year 1-3: Renew weathering and termination detailing.		3,000.00		S/C	3000.00
41	Debris in rainwater goods. Leaks to joints, detached connections, undersized hopper and below ground drainage filled with litter.	Year 1: Clear rainwater goods and below ground drain points. Overhaul and repair leaving watertight and suitably sized and correct connections.	900.00			S/C	900.00
	Elevations:						

Item/defect		Repair	Approximate costs £				
			1 Year	3 Years	10 Years	S/C / T / LL	TOTAL
42	Porch to side elevation decaying. Failing paint to timber fascia, soffits, bargeboards and beams. Minor decay.	Year 1-3: Repair and redecorate.		4,200.00		S/C	4200.00
43	Spalled mortar joints, brick faces spalling below DPC, mortar fillets spalling, missing and loose bricks to an area at eaves, cracks through mortar joints between windows, vegetation invading joints. Redundant service holes and redundant cables.	Year 1: Replace missing brickwork and repair cracking to lintel with stainless steel ties, rake out and repoint cracker mortar. Repoint eroded mortar and fillets and infill service openings. Reface and cut out and replace as necessary spalling brickwork. Year 4-10: Verify cabling and remove redundant, tidy retained	1,400.00		200.00	S/C	1600.00
44	Creasing tiles to projection between first and ground floor cracked and moss build up, peeling paint to mortar fillet.	Year 1-3: Clear moss and replace broken tiles and repoint as necessary. Redecorate fillet.		200.00		S/C	200.00
45	Stucco render subject to cracking and blistering paint. Cracking to pebbledash render and localised peeling paint. Soiling throughout. Decaying ply boxing.	Year 1: Tap and identify hollow render and renew, rake out stable cracks and point. Remove ply boxing and allow for repairs. Year 1-3: Prepare and redecorate painted render	2,100.00	400.00		S/C	2500.00
46	One stone cill heavily spalled and two have spalled corners.	Year 1-3: Replace heavily spalled stone cill and repair corners of cills. Redecorate all painted cills.		2,100.00		S/C	2100.00
47	Paint to pipework peeling and corroding.	Year 4-10: Redecorate.			200.00	S/C	200.00
48	Grate over extract fan snapped off.	Year 1: Provide cover.	50.00			S/C	50.00
Windows and doors:							
49	Timber window are in a tired state of repair with cracked putties, panes, decay and peeling paint. Several windows boarded up. Large gap over one window.	Year 1: Replace windows as per planning permissions. This includes boarded up windows not apparently included in permissions.	50,000.00			S/C	50000.00
50	Timber doors subject to localised decay and peeling paint. Elevations to archway:	Year 1: Undertake timber repairs and redecorate. Overhaul door furniture.	700.00			S/C	700.00
51	Render and brickwork spalling. Vegetation taken root to elevation. Paint peeling. Paint to gates weathering and surface corrosion evident, boarding on gates decorations peeling. Redundant decaying post.	Year 1: Remove vegetation, identify hollow render and renew. Rake out and point sound cracks. Redecorate render. Year 4-10: Redecorate gates and boarding. Treat corrosion. Remove redundant post	1,000.00		400.00	S/C	1400.00
Units 8,9,10							
52	Elevation and roof work requires access.	Provide access and edge protection.	2,500.00	2,500.00	8,000.00	S/C	13000.00
Roofs:							
52	Slipped, broken and missing tiles to pitched roofs. Many replaced with tingles that are unfurling. Flashband repairs to upstand. Moss and lichen accumulation.	Year 1: Clear roof. Replace cracked and missing tiles and refix loose. Renew flashing to flashband repair. Year 4-10: Relay tiles allowing for replacement tiles and leadwork as may be necessary	800.00		69,500.00	S/C	70300.00

Item/defect		Repair	Approximate costs £				
			1 Year	3 Years	10 Years	S/C / T / LL	TOTAL
53	Felt roof between pitched roof is poorly detailed and aging. Leadwork tearing and brittle.	Year 1: Overcoat in liquid and replace and provide new lead detailing. Year 4-10: Replace roof membrane.	1,900.00		3,600.00	S/C	5500.00
54	Felt roofing poorly repaired, leaking to felt and skylights. Poor drainage provisions.	Year 1: Undertake further patch repairs including to upstands. Year 1-3: replace felt membrane and skylights, allow for necessary insulation and drainage provisions and adaptations to upstands and parapets. Including additional outlets and downpipes. Allow for any deck repairs. (Note: 67% of cost included here the remaining under unit 2)	300.00	51,500.00		S/C	51800.00
55	Central parapet with brick soldier coping eroding brick and mortar, and moss. Chimney subject to fine cracking to mortar joints.	Year 1: Above item renewal of roofing should address parapets; allowance for repairs if needed. Rake out and repoint cracking mortar to chimney.	200.00			S/C	200.00
56	Felt roof over unit 8 is aged and trapped water below membrane and above deck. Heavy moss and silt accumulation indicating poor drainage.	Year 1: Replace felt membrane, allow for necessary insulation and drainage provisions and adaptations to upstands and parapets and further outlet and hopper arrangement. Including to lift AC unit	18,500.00			S/C	18500.00
57	Large skylight, perishing film, aged.	Year 4-10: Renew film, allowance for repairs to gaskets and glazing.			800.00	S/C	800.00
58	Felt weathering to bay window perished.	Year 1: Renew felt weathering and all detailing.	1,200.00			S/C	1200.00
59	Lead weathering to bay window sound but aged.	Year 4-10: allow for closer inspection and any repairs.			500.00	S/C	500.00
60	Clay tiles porch lacks flashing and has a few cracked tiles and lichen accumulating.	Year 1: Clear tiles. Replace cracked tiles. Take up edge and lay apron and flashing detail appropriately terminated in elevation.	1,100.00			S/C	1100.00
61	Rainwater goods accumulating debris. Downpipes disconnected in places, missing sections of downpipe and gutter. Elevations:	Year 1: Clear rainwater goods. Overhaul and repair leaving watertight and suitably sized and correct connections.	1,700.00			S/C	1700.00
62	Eroded mortar in areas. Mortar fallen out above steel and bricks dropped over parapet outlet. Localised holed and damaged bricks. Ivy climbing walls. Paint peeling to painted brickwork	Year 1: Replace support over parapet outlet. Remove vegetation. Year 1-3: Rake out and repoint eroded mortar and reface damaged bricks. Year 4-10: Redecorate	300.00	700.00	900.00	S/C	1900.00
63	Paint peeling and cracks adjacent beams to pebbledash render. Climbing vegetation. Stucco render subject to widespread cracking, peeling paint, with area spalled off to upstand.	Year 1: Remove vegetation. Rake out and point cracked pebbledash render and touch up paint. Tap and identify hollow stucco render and renew, repoint stable cracks. Fully prepare and redecorate. Year 4-10: Redecorate pebbledash render	5,800.00		1,100.00	S/C	6900.00
63	Failing paint and decay to timber fascia, pitched porch, soffits, bargeboards and beams. Finials at gable ends heavily decayed and one fallen out.	Year 1: Repair and redecorate.		8,400.00		S/C	8400.00

Item/defect		Repair	Approximate costs £				
			1 Year	3 Years	10 Years	S/C / T / LL	TOTAL
64	Small timber porch with felt roof poor condition. Leading to water running to door.	Year 1: Remove and make good.	50.00			S/C	50.00
65	Steel beam corroding, notably around missing hopper location.	Year 1: Remove corrosion, treat and redecorate beam.	500.00			S/C	500.00
66	Leaks to wastewater pipes and corroding fixings.	Year 1: Overhaul.	350.00			S/C	350.00
Windows and doors:							
67	Timber and metal crittal windows are in a poor state of repair with cracked putties, panes, decay/corrosion and peeling paint. Broken windows from trespassers.	Year 1: Replace windows as per planning permissions.	40,000.00			S/C	40000.00
68	Timber doors subject to localised decay and peeling paint.	Year 1: Undertake timber repairs and redecorate. Overhaul door furniture.	1,000.00			S/C	1000.00
69	Metal security bars over windows are corroding.	Year 1: treat and redecorate.	300.00			S/C	300.00
70	Tiled cills poor condition, missing and cracked tiles.	Year 1: Replace cracked tiles and missing tiles and repoint.	500.00			S/C	500.00
Structure							
71	Unit 4: vertical crack below window on rear.	Year 1: Monitor. Repair including brick stitching.	3,400.00			S/C	3400.00
72	Unit 9: Cracking to west elevations overlooking flat roof.	Year 1: Further investigation and repairs including localised rebuilding to parapet and brick stitching.	5,400.00			S/C	5400.00
73	Unit 10: Cracking to floor and plasterboard internally.	Year 1: Further investigation and repairs. (Outside scope, no cost).	excl			T	0.00
Internal							
74	Finishes to common parts are in fair condition subject to general wear and tear.	Year 4-10: Redecorate and shampoo clean carpet.			7,500.00	S/C	7500.00
External Areas/Boundaries							
75	Rodents.	Year 1: Procure rodent control services.	1,000.00			S/C	1000.00
76	Backed up surface below ground drainage.	Year 1: CCTV survey, clear out. Allow for necessary repairs.	6,000.00			S/C	6000.00
77	Paint peeling and corrosion to cast iron railings and gate.	Year 1-3: Rub down, treat and redecorate.		1,800.00		S/C	1800.00
78	Vegetation to concrete front hardstanding and lacking drainage. Minor cracks and spalling concrete. Water bypasses aco drain in front of door	Year 1: Weed kill. Repair concrete. Introduce further surface water drainage. Breakout ramp and aco, reset aco lower and reform ramp. renew aco drainage	3,700.00			S/C	3700.00
79	Damaged and poorly repaired blocks to courtyard. Weeds.	Year 1: weed kill. Year 4-10: repair blockwork.	200.00		600.00	S/C	800.00
80	Ivy climbing elevations.	Remove ivy. Cut roots, dig up and kill off plants.	500.00			S/C	500.00
81	Impacted and spalled surrounds to below ground drainage.	Year 1-3: Repair surrounds.		300.00		S/C	1800.00
Structure and fabric sub total			£268,950.00	£196,950.00	£229,150.00		£695,050.00
TOTAL			£268,950.00	£196,950.00	£229,150.00		£695,050.00

Ground Floor - Existing Tenancies

- + Unit 1 - Tamu Samaj UK
- + Unit 2 - Barham Park Veterans Club (Wembley)
- + Unit 3 - ACAVA
- + Unit 4 - Trustees of Barham Library
- + Unit 5 - ACAVA
- + Unit 6 - ACAVA
- + Unit 7 - Vacant
- + Unit 8 - Brent Council Children's Centre
- + Unit 9 - ACAVA
- + Unit 10 - ACAVA
- + Boiler Room, Landlord




Note: Existing plans have been based upon initial information provided by client. Full measured topographical & building survey will be required

First Floor - Existing Tenancies

- + Unit 1 - Tamu Samaj UK
- + Unit 2 - Barham Park Veterans Club (Wembley)
- + Unit 3 - ACAVA
- + Unit 4 - Trustees of Barham Library
- + Unit 5 - ACAVA
- + Unit 6 - ACAVA
- + Unit 7 - Vacant
- + Unit 8 - Brent Council Children's Centre
- + Unit 9 - ACAVA
- + Unit 10 - ACAVA
- + Boiler Room, Landlord



Note: Existing plans have been based upon initial information provided by client. Full measured topographical & building survey will be required

 Brent	Barham Park Trust Committee Meeting 10 September 2024
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GENERAL UPDATE REPORT

Wards Affected:	Wembley Central
Key or Non-Key Decision:	Non-Key
Open or Part/Fully Exempt: <small>(If exempt, please highlight relevant paragraph of Part 1 Schedule 12A of 1972 Local Government Act)</small>	Open
No. of Appendices	None
Background papers:	None
Contact Officer(s):	Chris Whyte, Director Public Realm 020 8937 5342 chris.whyte@brent.gov.uk Leslie Williams, Project Officer, Parks Service, Neighbourhoods and Regeneration. 020 8937 5628 Leslie.Williams@Brent.gov.uk

1.0 Executive Summary

1.1 To update Trust Committee on operational issues at Barham Park and on current progress on projects.

2.0 Recommendation(s)

That the Barham Park Trust Committee RESOLVES to note the issues set out in this report.

3.0 Background

Tenant and community activities

3.1 The Trust's tenants, primarily of the Barham Park building, had largely resumed their regular activities following the Covid pandemic. The tenants include ACAVA (Association for Cultural Advancement through Visual Art), the Friends of Barham Library (Community Library), Tamu Samaj (Nepalese Community Centre), the Veterans, and the Children's Centre occupied by Young Brent

Foundation. Some of the tenants also organised a range of activities for the wider public, particularly those organised through the Community Library.

- 3.2 Fun fairs: Barham Park hosted two visits by Irvin's Fun Fair, both in the calendar year 2024. There were also two Fun Fairs during the 2023/24 year.
- 3.3 Friends of Barham Park:
Information was provided by Council officers at two walks for the formative Friends of Barham Park groups.
- 3.4 A Community Bulb Planting event was held on 17th February 2024. Thanks to the Chair of the Barham Park Trust Committee, Ward Councillors, tenant organisations, Friends Groups and other volunteers who participated.
- 3.5 Brent Parks assisted a community tree planting event on 13th April 2024 initiated by the Wembley Central and Alperton Residents Association, with trees provided by the Woodland Trust. Thank you to the community organisers and to the volunteers.
- 3.6 Walking for Health: The Walking for Health walks continued and are held on Tuesday's 10.30-11.30am. Organised by Brent Council's Public Health Team. The website link (for current walks) is:

[Walking for health - Barham Park | Brent Council](#)

- 3.7 The role of community organisations and volunteers in the life of Barham Park and in organising many of the above activities is acknowledged. Thank you for your time and for all that you contribute to Barham Park.

Security

- 3.8 There were reported incidents of people accessing areas of flat roof.

Litter continues to require significant resources to clear.
- 3.9 Public Space Protection Orders: Public Space Protection Orders (PSPO) were introduced to Brent's parks and open spaces in September 2019 and a revised PSPO including a prohibition for nuisance vehicles was introduced from 20th April 2023.

Operational works

- 3.10 Operational grounds maintenance at Barham Park is by Continental Landscapes Ltd with a contract that commenced on 1st August 2023. The previous contractor was Veolia.
- 3.11 The Barham Park Walled Garden achieved a Silver Gilt award in London in Bloom 2023, coinciding with the time during which Veolia were the grounds maintenance contractor. Continental Landscapes have entered the Barham

Park Walled Garden into the London in Bloom Awards for 2024, with the results due to be announced in late September 2024.

- 3.12 Grass and meadows: The mix of grasslands at Barham Park includes mown amenity grassland and the meadow area of longer grass and flowers. The meadow grassland also supports a range of invertebrate species including bees. The meadow grasslands are cut in September.
- 3.13 Structural repairs: Both the Parks service for the park and Property services for the building have attended to a range of repairs during the year. For the park, there is a significant length of stonework edging and area of hard-standing paths where more longer-term renovations may be required.

Works – restricted funding

- 3.14 An estimated £15,000 of the budget will be needed for works to drain water off the paths near to the Sudbury Town part of the park.
- 3.15 There has been continuing progress on surveying the trees at Barham Park, tree surgery works, and on other projects. That expenditure is included in the Trust's accounts for 2023-24 and will be included in the Trust's accounts for 2024-25.
- 3.16 Tree works: Tree surgery on a number of trees at Barham Park were completed in 2020. Subsequently there have been some follow-up and additional works. A follow-up inspection in 2024, indicates that some further works are now required.
- 3.17 Windows and exterior of the Barham Park building:
The update on these works is detailed within the Property Updates to this Committee.
- 3.18 Events Field drainage:
Verti-draining, a maintenance technique that introduces aeration, relieves compaction and can provide near to the surface drainage, has been introduced as a trial following some fun-fairs. Sections of a footpath near to the Sudbury Town entrance are prone to surface flooding; and drainage to take water under the path may be required.

Works – other funding

- 3.19 Queen Elizabeth II Silver Jubilee Garden: (the open courtyard on the Sudbury Town / west side of the Barham Park building). Following the completion of the hard-landscaping of this garden in early 2022, soft-landscaping (plants) were supplied and planted during the winter of 2022/23. As plants establish, the final planting is planned for the winter of 2024/25. The Community Library have planted and maintain the planting in the central 'Well' feature. There were further renovation works to coping stones of a wall of the same series nearby. This is funded with a Neighbourhood Community Infrastructure Levy (NCIL) grant.

- 3.20 **Wooden pergola:**
Planting of climbers for the eastern end of the rebuilt wooden pergola is planned for the winter of 2024/25. These plants will be included in the purchase ordering for the Silver Jubilee Garden projects, as agreed with the NCIL.
- 3.21 **Barham Park Walled Garden Ponds:**
Following the earlier restoration of the two ponds in the Walled Garden, renovation continued to practically complete the works, including the re-painting of the low bow-top fencing and the renovation of benches. This is funded with a Neighbourhood Community Infrastructure Levy grant.
- 3.22 **Trees and open woodland:**
Bulbs were planted in grasslands below parts of the open woodland areas at Barham Park. The remaining trees are due to be planted during the winter of 2024/25. This is funded with a Neighbourhood Community Infrastructure Levy grant.

4.0 Stakeholder and ward member consultation and engagement

- 4.1 Consultation and engagement is with Trust Committee members, Ward Councillors, tenants and the visiting public. Two walks were held with the formative Friends of Barham Park groups.

5.0 Financial Considerations

- 5.1 The financial information is summarised in the main body of the report.

6.0 Legal Considerations

- 6.1 The land (including the building) known as Barham Park was given by George Titus Barham on trust to the Council in 1938. The terms of the Trust are “*to preserve the same for the recreation of the public in such manner and subject to such regulations in all respects as the Council may from time to time think proper*”.
- 6.2 This report satisfies the requirement to undertake an annual review of how the Trust is carrying out its charitable purpose, in accordance with the Barham Park Trust Committee, Terms of reference as set out in Table 4, Part 3 of the London Borough of Brent Constitution.

7.0 Equity, Diversity & Inclusion (EDI) Considerations

- 7.1 As this report provides a general update, there are no immediate EDI implications.
- 7.2 The operational activities of Barham Park, events and projects for Barham Park mentioned in this report will be subject to screening for equalities impacts, and where the potential for adverse impacts is identified, a full equalities impact assessment will be carried out, and any requisite mitigating action will be taken.

8.0 Climate Change and Environmental Considerations

8.1 Barham Part Trust and Brent Council activities and actions within this report take into account the potential impacts on climate change, environmental considerations and the Biodiversity Duty.

9.0 Human Resources/Property Considerations (if appropriate)

9.1 Property matters are considered in another report to this Committee.

10.0 Communication Considerations

10.1 As per main body of the report.

Report Sign Off:

Chris Whyte
Director Public Realm

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