

To:       Derrick Ashley (Chairman)       Valerie Metcalfe  
          Michael Rye (Vice Chairman)   Joyce Ryan  
          John Bevan                       Liz Webster

A meeting of the **EXECUTIVE COMMITTEE** (Quorum – 4) will be held at Myddelton House on:

**THURSDAY, 28 FEBRUARY 2013 AT 10.30**

at which the following business will be transacted:

### **AGENDA**

#### **Part I**

1       To receive apologies for absence.

2       **DECLARATION OF INTERESTS**

Members are asked to consider whether or not they have disclosable pecuniary, other pecuniary or non-pecuniary interests in any item on this Agenda. Other pecuniary and non-pecuniary interests are a matter of judgement for each Member. (Declarations may also be made during the meeting if necessary.)

3       **MINUTES OF LAST MEETING**

To approve the Minutes of the meeting held on 24 January 2013 (copy herewith).

4       **REVENUE BUDGET 2012/13 PERFORMANCE       Paper E/267/13**  
**MONITORING**

Presented by Kulvinder Sihota, Corporate Director  
of Resources & Business Development

5       **CAPITAL PROGRAMME – BUDGET MONITORING   Paper E/261/13**  
**2012/13**

Presented by Kulvinder Sihota, Corporate Director  
of Resources & Business Development

- 6 APPROVAL TO APPLY THE AUTHORITY SEAL TO A TERM CONTRACT FOR PATHWAY REPAIRS Paper E/259/13

Presented by Vivien Blacker, Corporate Director of Parklands & Venues

- 7 APPROVAL TO APPLY THE AUTHORITY SEAL TO THE CONSTRUCTION CONTRACT FOR THE LEE VALLEY WHITE WATER CENTRE LEGACY PROJECT Paper E/260/13

Presented by Vivien Blacker, Corporate Director of Parklands & Venues

- 8 HIGHER LEVEL STEWARDSHIP – LOWER LEE VALLEY Paper E/265/13

Presented by Vivien Blacker, Corporate Director of Parklands & Venues

- 9 PARTNERSHIP CONTRIBUTION TO THE NORTH LONDON STRATEGIC ALLIANCE Paper E/264/13

Presented by Stephen Wilkinson, Head of Planning & Strategic Partnerships

- 10 EPPING FOREST ACTS 1878 AND 1880 ELECTION OF VERDERERS 2013 Paper E/268/13

Presented by Beryl Foster, Assistant Director of Legal & Property Services

- 11 Such other business as in the opinion of the Chairman of the meeting is of sufficient urgency by reason of special circumstances to warrant consideration.

- 12 Consider passing a resolution based on the principles of Section 100A(4) of the Local Government Act 1972, excluding the public and press from the meeting for the items of business listed on Part II of the Agenda, on the grounds that they involve the likely disclosure of exempt information as defined in those sections of Part I of Schedule 12A of the Act specified beneath each item.

**AGENDA  
Part II  
(Exempt Items)**

- 13 LEE VALLEY WHITE WATER CENTRE - LOTTERY FUNDING AGREEMENT DEED OF VARIATION Paper E/269/13

Presented by Vivien Blacker, Corporate Director of Parklands & Venues

[Not for publication following the principles of the Local Government Act 1972, Schedule 12A, Part I, Section 3]

- 14 LEE VALLEY WHITE WATER CENTRE - Paper E/270/13  
VARIATION TO VENUE USE AGREEMENT

Presented by Vivien Blacker, Corporate Director  
of Parklands & Venues

[Not for publication following the principles of the Local Government Act 1972, Schedule 12A, Part I, Section 3]

- 15 SALE OF GARDEN LAND ADJACENT TO Paper E/266/13  
EASNEYE COTTAGE

Presented by Beryl Foster, Assistant Director  
of Legal & Property Services

[Not for publication following the principles of the Local Government Act 1972, Schedule 12A, Part I, Section 3]

- 16 Such other business as in the opinion of the Chairman of the meeting is of sufficient urgency by reason of special circumstances to warrant consideration.

20 February 2013

Shaun Dawson  
Chief Executive

**This page is blank.**

## LEE VALLEY REGIONAL PARK AUTHORITY

### EXECUTIVE COMMITTEE 24 JANUARY 2013

Members Present:   Derrick Ashley (Chairman)           Joyce Ryan  
                          Michael Rye (Vice Chairman)       Mary Sartin (Substitute for Liz Webster)  
                          John Bevan                                 Alan Searing (Substitute for Valerie Metcalfe)

Apologies Received From: Valerie Metcalfe, Liz Webster

In Attendance: Nigel Edey

Officers Present:   Shaun Dawson           - Chief Executive  
                          Kulvinder Sihota       - Corporate Director of Resources & Business Development  
                          Simon Sheldon         - Assistant Director of Resources & Business Development  
                          Beryl Foster           - Assistant Director of Legal & Property  
                          John Birch             - Assistant Director of Parklands & Venues  
                          Neil Thomson          - Assistant Director of Parklands & Venues  
                          Brian Daley           - Assistant Director of Parklands & Venues  
                          Stephen Bromberg     - Head of Communications  
                          Dan Buck              - Senior Activation Manager  
                          Stephen Roberts      - Property Manager  
                          Janet Green          - Partnerships Manager  
                          Sandra Bertschin     - Committee & Members' Services Manager

#### Part I

#### 368   DECLARATIONS OF INTEREST

There were no declarations of interest.

#### 369   MINUTES OF LAST MEETING

**THAT the Minutes of the meeting held on 13 December 2012 be approved and signed.**

#### 370   PROPOSED BUDGET & LEVY 2013/14 Paper E/257/13

- (1)   a proposed levy for 2013/14 of £11.515m which is a 2% reduction from 2012/13;
- (2)   additional income and savings and priority areas as set out in paragraph 22 and Appendix C of Paper E/257/13;
- (3)   financing for the capital programme and revenue contribution to capital of £1.9m for 2013/14 as set out in paragraph 26 of Paper E/257/13;
- (4)   a further £2m of funding is earmarked from general reserves for capital investment, as set out in paragraph 27 of Paper E/257/13;

## **EXECUTIVE COMMITTEE MINUTES 24 JANUARY 2013**

- (5) a net revenue budget of £12.321m for 2013/14 as set out in Table 1 in paragraph 18 of Paper E/257/13 (which includes estimated additional business rates and projects carried forward from 2012/13); and
- (6) to fund £806k in 2013/14 relating to carry forward items from 2012/13 and the estimated additional business rates from general reserves was approved to be recommended to Authority.

371 CONTAMINATED LAND UPDATE Paper E/258/13

- (1) action taken to date was noted;
- (2) a virement of £50,000 in this financial year (2012/13) to undertake further studies in relation to the sites set out in paragraphs 10 and 12 of Paper E/258/13; and
- (3) the Financial Regulation waiver as set out in paragraph 19 of Paper E/258/13 was approved.

372 PROCUREMENT OF MAINTENANCE CONTRACTS AT THE LEE VALLEY VELODROME Paper E/256/13

- (1) entering into maintenance contracts with the current maintenance provider and other original installers of the mechanical and electrical equipment at the Lee Valley Velodrome by entering into negotiated tender procedures without competition; and
- (2) waiving Financial Regulation 571 (which requires competition) in respect of recommendation (1) above was approved.

373 LEE VALLEY WHITE WATER CENTRE – LEGACY PROJECT UPDATE

The Assistant Director of Parklands & Venues gave an update on the Legacy Project at the Lee Valley White Water Centre, key points included:

- initial funding offers had been confirmed;
- formal planning consent with conditions had been received, the most significant of the conditions being in relation to flood risk which could be contained within contingency funding;
- the tender process had been completed with an extended stand still period at the request of one of the bidders;
- a letter of intent had been sent to the preferred contractor;
- revised completion dates were: 28 June 2013 (courtyard extension), 8 November 2013 (British Canoe Union facilities) and 10 January 2014 (landscaping); and
- work should commence on site either 11 or 4 February 2013.

The Chairman requested that a Briefing Note on progress to date be sent to all Members and relevant local authorities, a press release on the commencement of building works and that an information board be erected on site.

## EXECUTIVE COMMITTEE MINUTES 24 JANUARY 2013

In response to concerns about the operational and financial impact of the revised completion dates, it was advised that building works were planned to allow operations to continue using existing facilities but works would be disruptive. A range of special offers would be considered to offset any disruption caused by the ongoing works.

### 374 SIGNAGE PROJECT

The Head of Communications gave an update on the Signage Project, key points included:

- the project was on schedule to meet the summer deadline to have the first tranche of signs on site;
- it was not possible to bring forward the start date but it was anticipated that the overall project could be progressed faster than planned to bring forward the proposed completion date; and
- discussions were underway with the London Legacy Development Corporation regarding signage on the Queen Elizabeth Olympic Park to ensure an appropriate presence for the Lee Valley Regional Park Authority.

The Chairman requested that a Briefing Note on progress to date be sent to all Members.

In response to concerns about the quality of installation of signage it was advised that required quality standards were detailed in the contract and tender documents and that quality control was a core part of the project.

### 375 ANY OTHER BUSINESS

In response to a Member enquiry regarding recent land purchases it was advised that the purchase of various plots at Nazeing and Hoddesdon had been completed and that the purchase of the two remaining plots at Nazeing would be completed shortly. A Briefing Note on these recent land purchases would be sent to all Members.

---

Chairman

---

Date

The meeting started at 11am and ended at 11.34am.

This page is blank