

**LEE VALLEY REGIONAL PARK AUTHORITY**

**EXECUTIVE COMMITTEE  
23 NOVEMBER 2017**

Members Present: Paul Osborn (Chairman) Heather Johnson  
Derrick Ashley (Vice Chairman) Chris Kennedy  
David Andrews Valerie Metcalfe  
Ross Houston

Apologies Received From: Syd Stavrou

In Attendance: Ken Ayling, Gwyneth Deakins

Officers Present: Shaun Dawson - Chief Executive  
Beryl Foster - Director of Corporate Services  
Simon Sheldon - Director of Finance & Resources  
Jon Carney - Head of Parklands  
Cath Patrick - Conservation Manager  
Dan Buck - Head of Sport & Leisure  
Marigold Wilberforce - Property Surveyor  
Nick Powell - Property Surveyor  
Sandra Bertschin - Committee & Members' Services Manager  
Nigel Foxall - Director of Business Support (Lee Valley Leisure Trust Ltd)  
Michael Sterry - Performance & Information Manager (Lee Valley Leisure Trust Ltd)

Part I

875 DECLARATIONS OF INTEREST

There were no declarations of interest.

876 MINUTES OF LAST MEETING

**THAT the minutes of the meeting held on 19 October 2017 be approved and signed.**

877 PUBLIC SPEAKING

A petition "Please do not put parking charges in Gunpowder Country Park" of 467 signatures had been received.

A response to the petition would be sent.

878 Q2 REVENUE BUDGET 2017/18 PERFORMANCE MONITORING

Paper E/524/17

The report was introduced by the Director of Finance & Resources.

It was advised that initiatives to generate sponsorship income would be reviewed and retention of the target considered.

## EXECUTIVE COMMITTEE MINUTES 23 NOVEMBER 2017

**(1) the report was noted.**

879 Q2 CAPITAL PROGRAMME BUDGET MONITORING 2017/18 Paper E/525/17

The report was introduced by the Director of Finance & Resources.

**(1) the report was noted.**

880 LEISURE SERVICES CONTRACT MONITORING REPORT Paper E/530/17  
- Q2 2017/18

The report was introduced by the Director of Finance & Resources including that the Authority and Lee Valley Leisure Trust Ltd (the Trust) would review at the year-end, under clause 14 of the Leisure Services Contract, the financial impact of the short closure of Lee Valley Ice Centre for refurbishment works.

The Vice Chairman congratulated the Trust on its entrepreneurial skills and highlighted the need for Authority investment in venues operated by the Trust to provide a financial return.

In response to a Member the Trust advised it was monitoring operations at Roydon Mill Marina to ensure the continued financial viability of Lee Valley Marina, Springfield.

**(1) the report was noted.**

Nigel Foxall and Michael Sterry left the meeting.

881 FEES & CHARGES REVIEW 2018/19 Paper E/528/17

The report was introduced by the Director of Finance & Resources.

The Chairman highlighted that it was proposed the current level of car parking charges remain unaltered as car parking charges had only recently been rolled-out.

**(1) the Authority's proposed 2018/19 fees and charges as summarised from paragraph 3 and set out in detail in Appendix A to Paper E/528/17 was approved.**

882 PROPOSAL TO DISPOSE OF SITE AT LANGLEY AND MILE Paper E/526/17  
NURSERY, CROOKED MILE, WALTHAM ABBEY

The report was introduced by the Director of Corporate Services.

Members endorsed the need for relevant studies to support and inform potential disposal of the site.

**(1) to declare the site shown edged red on Appendix A to Paper E/526/17 as no longer required for Park purposes and surplus to Authority requirements; and**

**(2) to authorise that the site be disposed on the open market and any provisionally agreed terms reported back to Members for approval was approved.**

## EXECUTIVE COMMITTEE MINUTES 23 NOVEMBER 2017

883 APPOINTMENT OF LEISURE CONSULTANTS TO ASSIST IN THE PROCUREMENT OF A NEW LEISURE SERVICES CONTRACT Paper E/532/17

The report was introduced by the Chief Executive highlighting the need to appoint a specialist leisure consultant to support the process.

- (1) delegation to the Chief Executive to appoint an external consultant to assist with the procurement exercise was approved; and**
- (2) the initial procurement plan, identification of key deliverables and tasks and timeline as detailed in Paper E/532/17 and that an updated version of these will be presented at the 18 January 2018 Executive Committee was noted.**

884 LEE VALLEY BIODIVERSITY ACTION PLAN Paper E/529/17

The report was introduced by the Head of Parklands.

The Conservation Manager gave a presentation on the draft Lee Valley Biodiversity Action Plan including:

- Vision and objectives;
- Cross-cutting themes
- The biodiversity of Lee Valley Regional Park;
- Habitat review and action plans;
- Species Action Plans;
- Habitat and Species Action Plan structure;
- Invasive non-native species;
- Next Steps; and
- Partners.

John Wyllie arrived during the presentation.

A Member suggested that if it was considered beneficial for some areas of European biodiversity legislation to be retained post-Brexit then the Authority should highlight this in a non-political manner.

- (1) the draft Lee Valley Biodiversity Action Plan for consultation was approved.**

Jon Carney and Cath Patrick left the meeting.

885 **EXEMPT ITEMS**

**THAT based on the principles of Section 100A (4) of the Local Government Act 1972, the public and press be excluded from the meeting for the items of business below on the grounds that they involve the likely disclosure of exempt information again on the principles as defined in those sections of Part I of Schedule 12A of the Act indicated:**

**Agenda  
Item No**

**Subject**

**Exempt Information  
Section Number**

## EXECUTIVE COMMITTEE MINUTES 23 NOVEMBER 2017

14	Proposed Grant of a New 15 Year Lease to the Authority of Land at Stanstead Abbots Marina, Stanstead Abbots	3
15	Odeon Cinema and Venue for Private Hire at Lee Valley Leisure Complex, Picketts Lock	3
16	Picketts Lock – Development Options	3

- 886 PROPOSED GRANT OF A NEW 15 YEAR LEASE TO THE AUTHORITY OF LAND AT STANSTEAD ABBOTTS MARINA, STANSTEAD ABBOTTS Paper E/527/17

The report was introduced by the Director of Corporate Services.

- (1) the grant of a new 15 year lease to the Authority of the land shown edged red on Appendix A to Paper E/527/17 on the terms set out in Paper E/527/17;**
- (2) delegation to the Director of Corporate Services to agree the necessary legal documentation for lease of the land; and**
- (3) the signing and sealing of all necessary legal documentation was approved.**

- 887 ODEON CINEMA AND VENUE FOR PRIVATE HIRE AT LEE VALLEY LEISURE COMPLEX, PICKETTS LOCK Paper E/531/17

The report was introduced by the Director of Corporate Services including the addition of a recommendation regarding the grant of a licence to alter for the internal refurbishment work as highlighted and referenced in the report.

Ross Houston left the meeting during consideration of this item.

- (1) the Deed of Variation formalising the deletion of sub-clauses within the lease granted to Zayaan Ltd as set out in paragraph 2 of Paper E/531/17;**
- (2) the Deed of Variation formalising the deletion of the sub-clause within the lease granted to LMP Green Park Cinemas Ltd (guaranteed by London Metric Plc) headlease as set out in paragraph 4 of Paper E/531/17;**
- (3) the Authority will be granting a licence to alter for the internal refurbishment work as highlighted and referenced to in the report; and**
- (4) subject to receiving Secretary of State consent, the signing and sealing of legal documentation in accordance with the Authority's Standing Orders was approved.**

- 888 PICKETTS LOCK – DEVELOPMENT OPTIONS

The Chief Executive gave an oral update on development options at Picketts Lock advising that a recommended way forward would be presented to Executive Committee at its next meeting.

**EXECUTIVE COMMITTEE MINUTES  
23 NOVEMBER 2017**

889 SCRUTINY REVIEW

The Chairman advised that the focus of Scrutiny Committee's next review would be Holyfield Hall Farm.

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Chairman

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Date

The meeting started at 11.33am and ended at 12.30pm.