

LEE VALLEY REGIONAL PARK AUTHORITY

**EXECUTIVE COMMITTEE
26 MARCH 2015**

Members Present: Derrick Ashley (Chairman) Heather Johnson
 Paul Osborn (Vice Chairman) Alan Searing
 John Bevan

Apologies Received From: Valerie Metcalfe

In Attendance: Graham McAndrew

Officers Present: Shaun Dawson - Chief Executive
 Vivien Blacker - Corporate Director of Parklands & Venues
 Simon Sheldon - Director of Finance & Resources
 Brian Daley - Assistant Director of Parklands & Venues
 John Birch - Assistant Director of Parklands & Venues
 Stephen Roberts - Head of Property
 Victoria Yates - HR Manager
 Vince Donaldson - Performance Manager
 Lindsey Johnson - Committee Services Officer

Part I

617 DECLARATIONS OF INTEREST

There were no declarations of interest.

618 MINUTES OF LAST MEETING

THAT the minutes of the meeting held on 26 February 2015 be approved and signed.

619 PUBLIC SPEAKING

No requests from the public to speak or present petitions had been received for this meeting.

620 LEE VALLEY MARINA – SPRINGFIELD AMENITIES PROJECT Paper E/398/15

Brian Daley, Assistant Director of Parklands and Venues introduced the report key points included:

- Officers are currently in talks with planners to verify if planning permission will be required.
- A metal roof had been decided upon as it was more cost effective and lower maintenance.
- The works will take place over the summer. The Chairman suggested a Members tour of the Marina in the autumn.

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- Officers are looking into the technical aspects of installing WiFi in the amenities block, it will be done as part of a separate project and the money is in place for this.
- Complaints regarding the price increase at the Marina had stopped.
- Officers will consult with those who have moorings at the Marina on the designs for the Amenities Project.

- (1) the demolition and rebuild of the Amenity Blocks; and**
- (2) the release of £207,200 from the Authority's capital funds for the full scheme as outlined in paragraph 14 of Paper E/398/15 was approved.**

621 CONTAMINATED LAND STRATEGY UPDATE Paper E/399/15

The Head of Property introduced the report, highlighting that the Authority will be proactively focusing on the four most contaminated sites.

- (1) adoption of the updated Contaminated Land Strategy, attached as Appendix A to Paper E/399/15 for final approval by the Authority was approved; and**
- (2) the next steps required to progress the action plan was noted.**

622 GROUNDS MAINTENANCE CONTRACT RENEWAL Paper E/401/15

The Director of Parklands and Venues introduced the report.

- (1) entering into a grounds maintenance contract with Glendale Grounds Management Limited; and**
- (2) subject to (1) above, applying the Authority Seal to the contract was approved.**

623 URGENT BUSINESS

An e-mail from the Director of Parklands and Venues regarding installation of a big screen TV at the Lee Valley Hockey & Tennis Centre was tabled. Members took five minutes to read the e-mail. Key points included:

- England Hockey are committed to holding many events at the Lee Valley Hockey & Tennis Centre for the next few years. For many of these events there is a contractual requirement for a big screen.
- Sport England, England Hockey and the Authority have agreed to jointly fund installing a permanent big screen.
- England Hockey and the Authority have different preferred suppliers for the big screen.
- The Authority recommends Daktronics to supply the big screen as they have already installed a big screen at the Velopark, they supply event support, staff from the Velopark are already trained in using the equipment, Daktronic's specification met all of England Hockey's requirements and their quote was cheaper than England Hockey's preferred supplier.
- The Authority and England Hockey had a meeting 25 March 2015, where it was agreed Daktronic's would be the supplier of the big screen.

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- An order will need to be placed with Daktronic by 1 April 2015 to ensure an installation by mid July.
 - The last bullet point of the e-mail regarding the Authority being challenged over procurement regulations can be ignored if Members approve placing an order with Daktronics.
- (1) **the Authority places an order with Daktronics for the supply and installation of a big screen at the Lee Valley Hockey and Tennis Centre was approved; and**
- (2) **a copy of the e-mail tabled at this meeting will be annexed to these minutes was noted.**

624 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
10	Settlement Agreement	1

625 SETTLEMENT AGREEMENT

Paper E/400/15

An updated copy of the table attached as Appendix B to Paper E/400/15 was tabled.

Brian Daley, Assistant Director of Parklands & Venues introduced the report.

- (1) **the proposed settlement agreement terms were approved.**

The meeting returned to Part 1

626 ANY OTHER BUSINESS

The Chairman announced that it would be Vivien Blacker and John Birch's last Authority meeting. He thanked them both for their commitment and hard work over the years, especially with the Olympics and the Lee Valley Leisure Trust. Vivien thanked Members for their support and John expressed his gratitude towards other officers, both expressed how much they had enjoyed their time at Lee Valley.

Chairman

Date

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The meeting started at 10.05am and ended at 10.40am.