

LEE VALLEY REGIONAL PARK AUTHORITY

EXECUTIVE COMMITTEE

25 MAY 2017

Members Present: Derrick Ashley (Vice Chairman) Chris Kennedy
 David Andrews Valerie Metcalfe
 John Bevan Alan Searing
 Heather Johnson

Apologies Received From: Paul Osborn

In Attendance: Gwyneth Deakins

Officers Present: Shaun Dawson - Chief Executive
 Simon Sheldon - Director of Finance & Resources
 Dan Buck - Head of Sport & Leisure
 Stephen Wilkinson - Head of Planning & Strategic Partnerships
 Nick Powell - Property Surveyor
 Shammy Batra - Solicitor
 Victoria Yates - Head of Human Resources (Lee Valley Leisure Trust Ltd)
 Alan Seabrook - General Manager (Lee Valley Leisure Trust Ltd)
 Sandra Bertschin - Committee & Members' Services Manager

Also present: Christian Newberry
 Juliet Gadsdon
 Marika Humphreys-Baranova
 2 Members of the public
 Nick Russell (IPW...) part time for agenda item 9 only

Part I

In the absence of the Chairman, the meeting was chaired by the Vice Chairman.

823 DECLARATIONS OF INTEREST

There were no declarations of interest.

824 MINUTES OF LAST MEETING

THAT the minutes of the meeting held on 27 April 2017 be approved and signed.

825 PUBLIC SPEAKING

Three requests to speak had been received in regard to agenda item 9, Potential Ice Pad, Cooling System and Barrier Repair.

EXECUTIVE COMMITTEE MINUTES 25 MAY 2017

Christian Newberry addressed the meeting, including:

- the proposal outlined would mean at least 4 months without ice, which equated to more than a 17% loss of income and training time;
- as an elite skater coach he would seriously have to consider relocating;
- waiver of Financial Regulation 573 should be declined as its waiver would be in breach of Financial Regulations 576, 578 and 583;
- due diligence as required by the Public Contract Regulations 2015 had not been carried out;
- Financial Regulation 572, which related to a much lower level of expenditure, requires that 3 quotes be obtained, therefore it was incredulous that a waiver could be granted for a project with a total spend of 20 times over that expenditure level;
- concerns about the maintenance of ice were understandable but the proposal was a rushed, poorly planned and untendered solution;
- the integrity of the barriers should be checked prior to removal of the ice as on previous removal of fascia boards no wood was seen near the ice and no freezing or rot was visible, this would also save money on labour costs;
- the proposal to remove, install and then uninstall the barriers was inefficient;
- suggestion that a 60x20 pad be purchased and stored so that if there was a failure a replacement system would be ready to go and this would also save money for the twin pad project; and
- suggestions made would not only save the Authority money but also reduce the risk of loss of ice provision for coaches, customers and staff.

Juliet Gadsdon addressed the meeting, including:

- the continued development of her daughter's figure skating skills was dependent upon consistency of opportunity to train;
- support for the proposed twin pad ice centre;
- local consultation sessions and meetings over the past year regarding a new ice centre had consistently highlighted that continuous provision of ice was essential to the success of the project, therefore the proposed temporary closure of the current ice centre was a startling change of attitude to the need for continuity of ice provision;
- this was even more shocking because of the short notice of closure and the period of closure was sufficient to significantly disrupt training;
- the proposed expenditure was significant and costs could rise similar to Chelmsford Riverside where the rink had to be closed several times following installation of new ice;
- the appendix of the report states assessment work did not take into account the fully adjusted requirements outlined on 3 May and a full inspection was not carried out; and
- it was difficult to understand why current repair proposals which result in a loss of ice provision diverge so comprehensively from the vision of building a world class ice centre with minimal loss of ice provision.

Marika Humphreys-Baranova addressed the meeting, including:

- the Ice Centre served a diverse cross section of the community and provided a means for people to be active which was an item high on the Government's agenda as a means of preventative health care;

EXECUTIVE COMMITTEE MINUTES 25 MAY 2017

- the Ice Centre was committed to supporting the Government's mission to raise activity and sport levels as demonstrated by implementation of its Ice Sports Development Plan;
- the relaunch of 'Dancing on Ice' in the new year was expected to boost attendance at the Ice Centre;
- the Ice Centre was used by schools groups, health and social wellbeing groups and offered skills development classes for all ages, as well as being a training venue for both recreational and competitive skating and ice hockey;
- whilst July and August may be low season for public use of the Ice Centre, these were the final 2 months of training for elite skaters preparing for championships and international events and ice hockey teams preparing for the new season, therefore loss of ice at this time would be a devastating blow to training;
- long term provision of consistent ice was in the interests of all parties and any closure would have significant consequences for skaters, the livelihood of self-employed coaches, home club ice sports and retention of users;
- the combination of closure at short notice at the height of competitive training and no provision of alternative ice would be devastating to the training of all competitive skaters; and
- the hope that essential works could be completed in the shortest possible timeframe to reduce the impact on skaters.

The Vice Chairman proposed that the related agenda item be considered next.

826 POTENTIAL ICE PAD, COOLING SYSTEM AND BARRIER
REPAIR

Paper E/502/17

Nick Russell of IPW.... joined the meeting during consideration of this item.

The report was introduced by the Head of Sport & Leisure, including:

- a report by ice experts had highlighted that the ice pad was at imminent risk of failure;
- a full programme of repair works was estimated to cost £750K but it was proposed that repairs be undertaken only to those parts of the system which were at immediate risk;
- a new ice floor would reduce the burden on the 2 chillers and if a chiller did go down a replacement could be brought in;
- the proposed programme of works whilst expensive in the short term would enable the Ice Centre project to be delivered at reduced cost;
- external ice experts had evaluated the structural integrity of the barrier system and estimated it to be considerably below building code;
- should barrier replacement not be included in the planned repair works and issues were found with the supports below ice level following removal of the ice then the closedown period could extend to 20 weeks;
- the proposed new barrier could be reused in a new ice centre and to eliminate it from the planned repair works would be a risk as it was impossible to definitively assess structural integrity without ice encasing it;
- as the Ice Centre was an extremely busy venue there was no optimum time for the loss of ice but Lee Valley Leisure Trust Ltd considered that summer was the best time for protection of operating surplus;

EXECUTIVE COMMITTEE MINUTES 25 MAY 2017

- a high level communications programme had been developed to inform all client groups.

In response to some of the concerns expressed by the public speakers it was advised that:

- in relation to waiver of Financial Regulations, due diligence had been carried out and in all respects the proposed actions complied with requirements;
- the proposed supplier of the ice pad was the only company licenced in the UK;
- any break in the provision of ice would impact at least one set of client groups given the current demanding use of ice, but in light of the ice expert's conclusions, the 3 plant failures in recent months and the 18 month lead time for a temporary ice pad, it was considered that the off-peak season was the appropriate time to carry out essential repair works;
- it was the opinion of the ice experts that both the wood and steel in the barrier were subject to corrosion and therefore its structural integrity was below building code;

Members highlighted the following:

- the consultant's report stated they had a degree of confidence that the barrier would survive for another 10 months, so could expenditure on a bespoke system be justified?;
- from the outset of the Ice Centre project continuity of ice provision had been considered essential, however as the project had progressed and detailed expert investigations have been undertaken it had become apparent that planned repair works were required to reduce the risk of an unplanned closure due to malfunction of equipment previously identified as liable to imminent failure;
- communication in alerting key stakeholders of the short term closure to be considered further;
- the need for support and assistance to help the ice coaches and elite skaters find alternative ice provision whilst repair works were undertaken.

In response officers advised:

- removal of the ice would necessitate some repairs to the barrier, however if structural problems with the barrier were then identified below ice level downtime would be at least 20 weeks;
- the proposed works would run concurrent and barrier replacement only added a week and half to the programme;
- excluding barrier replacement from the planned repair works would be an unknown risk;
- the new barrier system was bespoke to enable it to be moved about between different ice pads;
- the suggestion that an ice pad be purchased and stored ready for an unplanned closure would require at least a 5 week installation period and if the unplanned closure happened in peak season the loss of revenue would be considerably more than that during a planned off peak closure;
- every assistance would be provided in helping to identify alternative ice provision during the planned closure of the Ice Centre.

EXECUTIVE COMMITTEE MINUTES 25 MAY 2017

The Vice Chairman thanked the public speakers for attending the meeting and advised that although the Authority was very keen to progress the Ice Centre project, it had no statutory obligation to provide facilities for ice skating and therefore users needed to mobilise support for the project.

- (1) a waiver of Financial Regulation 573 to enable commissioning of the works detailed in paragraph 11 of Paper E/502/127;**
- (2) release of £500,000 from the existing capital programme to undertake refurbishment works as detailed in paragraph 11 of Paper E/502/17;**
- (3) an adjustment to the management fee to compensate Lee Valley Leisure Trust Ltd, subject to analysis and agreement by both parties at the year end; and**
- (4) that assistance would be provided to coaches and elite skaters in finding alternative ice provision during the planned closure of Lee Valley Ice Centre was approved.**

Members of the public, Nick Russell, Alan Seabrook and Shammy Batra left the meeting at this point.

827 CAPITAL PROGRAMME: PROVISIONAL OUTTURN 2016/17 Paper E/498/17

The report was introduced by the Director of Finance & Resources

- (1) the provisional capital outturn for 2016/17 was noted.**

828 REVENUE BUDGET 2016/17 REVENUE MONITORING - Paper E/501/17
PROVISIONAL OUTTURN

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

Members highlighted the following:

- the need to challenge officers on the proposed big reduction in target for sponsorship income;
- that the rating appeal for Lee Valley VeloPark had been ongoing for sometime; and
- the need for milk vending machines to be able to take payment by credit card.

In response it was advised that:

- all venue operators on Queen Elizabeth Olympic Park had found securing commercial sponsorship challenging and that currently the only sports retail outlet was at Lee Valley VeloPark. It was hoped that the establishment of an international programme of events at Lee Valley Hockey & Tennis Centre would generate commercial income;
- the Authority was actively seeking resolution of the outstanding rating appeal; and
- the focus of the next review to be undertaken by Scrutiny Committee would be Holyfield Hall Farm.

- (1) the report was noted.**

EXECUTIVE COMMITTEE MINUTES 25 MAY 2017

829 ANNUAL REPORT ON TREASURY MANAGEMENT ACTIVITY 2016/17 AND ANNUAL INVESTMENT STRATEGY 2017/18 Paper E/497/17

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

- (1) the treasury management activity during 2016/17 was noted;**
- (2) the Annual Investment Strategy set out in Appendix A to Paper E/497/17;**
- (3) a target rate of return of 0.6% on investments in 2017/18 as detailed in paragraph 20 of Paper E/497/17; and**
- (4) the Levy Strategy Working Group review the existing Treasury Management Policy in terms of investment risk and related returns was approved.**

830 SICKNESS ABSENCE MONITORING – 2016/17 Paper E/499/17

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

A Member expressed concern that over recent years the sickness absence rate had increased and questioned whether the constant pressure to reduce budgets and do more with less was impacting on staff enthusiasm and morale which was then reflected in sickness absence.

In response the Chief Executive advised that data had been reviewed and a factor in the increase of musculoskeletal related absences was considered to be an aging workforce and therefore the Authority was looking at what specific support could be provided to address this reason for sickness absence.

- (1) the contents of the report were noted; and**
- (2) a 2017/18 sickness absence target of 3 days per full time equivalent was approved.**

Victoria Yates left the meeting at this point.

831 PARTNERSHIP CONTRIBUTION TO THE LONDON STANSTED CAMBRIDGE CONSORTIUM Paper E/496/17

TABLED letter dated 23 May 2017 from the London Stansted Cambridge Consortium

The report was introduced by the Head of Planning & Strategic Partnerships.

Whilst supporting the aims of the Consortium a Member questioned its delivery of positive outcomes.

- (1) the total contribution of £6,000 to the London Stansted Cambridge Consortium for 2017/18 was approved.**

EXECUTIVE COMMITTEE MINUTES 25 MAY 2017

832 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
13	Appointment of Consultants for Waterworks Centre	3
14	Proposed Landowner Consent and Grant of New Lease for Diversion of Oil Pipeline, Hooks Marsh Car Park and Fishers Green	3

833 APPOINTMENT OF CONSULTANTS FOR WATERWORKS CENTRE Paper E/495/17

The report was introduced by the Chief Executive.

- (1) release of additional funding from General Reserves of £142,000 to enable this work to progress;**
- (2) variation of the current Ice Centre contract to appoint Wrenbridge Land Ltd as detailed in paragraph 11 of Paper E/495/17; and**
- (3) subject to (1) and (2) above the signing and sealing of any necessary legal documentation was approved.**

834 PROPOSED LANDOWNER CONSENT AND GRANT OF NEW LEASE FOR DIVERSION OF OIL PIPELINE, HOOKS MARSH CAR PARK AND FISHERS GREEN Paper E/500/17

TABLED plan of existing and diverted oil pipeline and photograph of current location

The report was introduced by the Property Surveyor.

- (1) grant of landowners consent to the pipeline diversion and grant of a new lease for the new route and working area to be co-terminus with the current 999 year lease for the residual route dated 13 October 1967;**
- (2) an application be submitted to the Secretary of State for consent to the disposal; and**
- (3) the signing and sealing of all necessary legal documentation was approved.**

**EXECUTIVE COMMITTEE MINUTES
25 MAY 2017**

Chairman

Date

The meeting started at 12.13pm and ended at 1.20pm.