

**LEE VALLEY REGIONAL PARK AUTHORITY**

**EXECUTIVE COMMITTEE  
21 SEPTEMBER 2017**

Members Present: Paul Osborn (Chairman) Chris Kennedy  
Derrick Ashley (Vice Chairman) Valerie Metcalfe  
David Andrews Syd Stavrou  
Denise Jones (sub for Ross Houston)

Apologies Received From: Ross Houston, Heather Johnson

In Attendance: Frances Button, Mary Sartin, Simon Walsh

Officers Present: Beryl Foster - Director of Corporate Services  
Simon Sheldon - Director of Finance & Resources  
Jon Carney - Head of Parklands  
Marigold Wilberforce - Property Surveyor  
Brian Daley - Director of Venues (Lee Valley Leisure Trust Ltd)  
Mark Rowley - Commercial Development Manager (Lee Valley Leisure Trust Ltd)  
Calum Ferris-Lay - Assistant Manager, Lee Valley White Water Centre (Lee Valley Leisure Trust Ltd)  
Sandra Bertschin - Committee & Members' Services Manager

Part I

854 DECLARATIONS OF INTEREST

There were no declarations of interest.

855 MINUTES OF LAST MEETING

**THAT the minutes of the meeting held on 20 July 2017 be approved and signed.**

856 PUBLIC SPEAKING

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

857 Q1 CAPITAL PROGRAMME BUDGET MONITORING 2017/18 Paper E/514/17

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

In response to a Member it was advised that a temporary marquee had been erected at Lee Valley White Water Centre over the summer months to test the market. Lee Valley Leisure Trust Ltd would submit a proposal if there was a long term sustainable business case.

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

Denise Jones arrived at this point.

## EXECUTIVE COMMITTEE MINUTES 21 SEPTEMBER 2017

858 Q1 REVENUE BUDGET 2017/18 PERFORMANCE MONITORING Paper E/516/17

The report was introduced by the Director of Finance & Resources including that during the year officers would look to mitigate projected variances.

A Member highlighted the need for the Authority to be prepared to capitalise on sponsorship opportunities as they arose and suggested that smaller organisations be targeted. It was advised that lengthy discussions had been held with several large organisations but as yet nothing had come to fruition. The Chairman advised that the sponsorship stretch target would be considered during the forthcoming budget setting process.

- (1) the carry forward set out in paragraph 15 of Paper E/516/17 was approved; and**
- (2) the report was noted.**

859 LEE VALLEY WHITE WATER CENTRE PROJECTS - KITCHEN REDEVELOPMENT Paper E/517/17

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

In response to Members it was advised that redevelopment would enable the kitchen to operate more efficiently and effectively and address service and safety issues which would enable savings to be made whilst increasing income.

Members acknowledged that the existing kitchen was not designed for the volume and variety of catering now required as a result of the additional activities taking place at the venue. Improved visitor experience and enhanced menu offer were supported to generate additional income.

- (1) the release of up to £415,000 (including 15% contingency and 10% fees) from the capital programme as detailed in paragraph 14 of Paper E/517/17; and**
- (2) the waiving of Financial Regulations FR573 and FR574 to enable the immediate appointment of a preferred contractor as detailed in paragraph 17 of Paper E/517/17 was approved.**

Calum Ferris-Lay left the meeting.

860 LEISURE SERVICES CONTRACT MONITORING REPORT - Q1 2017/18 Paper E/518/17

The report was introduced by the Director of Finance & Resources, including:

- the key message for Q1 was positive;
- impact of the planned closure of Lee Valley Ice Centre for refurbishment would be established over the coming months; and
- the dryer weather in Q1 which contributed to overall improved performance may be offset by performance in the wetter summer months.

## **EXECUTIVE COMMITTEE MINUTES 21 SEPTEMBER 2017**

The Vice-Chairman commended Lee Valley Leisure Trust Ltd on performance, especially at the legacy venues.

In response to Members it was advised that:

- performance at the Camping & Caravan Park, Edmonton, had been impacted from incursion by travellers; and
- performance at Lee Valley Riding Centre had been impacted by staff sickness and the take-up of liveries which in turn impacted the learn to ride programme. Activities were being reviewed and an update would be provided in the next quarterly monitoring report.

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

Brian Daley and Mark Rowley left the meeting.

### **861 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:**

	<b>Agenda Item No</b>	<b>Subject</b>	<b>Exempt Information Section Number</b>
	11	Proposed Gas Main Easement, Picketts Lock Lane, Enfield	3
862		PROPOSED GAS MAIN EASEMENT, PICKETTS LOCK LANE, ENFIELD	Paper E/515/17

The report was introduced by the Director of Corporate Services.

- (1) grant of the easement shown on the plan at Appendix A to Paper E/515/17 on the terms and compensation provisionally agreed and set out in Paper E/515/17;**
- (2) an application be submitted to the Secretary of State for consent to the granting of the easement as a disposal of an interest in land; and**
- (3) the signing and sealing of all necessary legal documentation was approved.**

### **863 AUTHORITY APPOINTMENTS TO LEE VALLEY LEISURE TRUST LTD**

It was advised that the term of office of the Authority's current appointments to Lee Valley Leisure Trust Ltd (John Bevan and Linda Haysey) concluded on 22 September 2017 and that its next appointments would be considered at the Authority meeting on 19 October 2017. Lee Valley Leisure Trust Ltd had requested that the term of office for these representatives be extended to accommodate practicalities for its AGM on 28 September 2017.

**EXECUTIVE COMMITTEE MINUTES  
21 SEPTEMBER 2017**

- (1) extension of the term of office to 19 October 2017 of the Authority's representatives (John Bevan and Linda Haysey) to Lee Valley Leisure Trust Ltd was approved.

864 VOLUNTEERS PARTY 2017

The Chairman encouraged Members to attend the Volunteers Party on 16 October 2017 at Lee Valley White Water Centre to celebrate the exceptional work done by volunteers.

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Date

The meeting started at 10.30am and ended at 11.10am.