

**LEE VALLEY REGIONAL PARK AUTHORITY**

**AUTHORITY MEETING  
18 JANUARY 2018**

Members Present: Paul Osborn (Chairman) Maggie McEwen  
David Andrews Valerie Metcalfe  
Derrick Ashley Mary Sartin  
Frances Button Alan Smith  
Stephen Carr Simon Walsh  
Gwyneth Deakins Keith Warnell  
Barbara Gibson John Wyllie  
Zuber Gulamussen John Bevan (Deputy for Peray Ahmet)  
Christine Hamilton Ricki Gadsby (Deputy for Mike Garnett)  
Ross Houston Paul Seeby (Deputy for Gordon Nicholson)  
Heather Johnson Lyn White (Deputy for Ken Ayling)  
Denise Jones Vacancy x 2

Apologies Received From: Peray Ahmet, Ken Ayling, Mike Garnett, Christopher Kennedy,  
Gordon Nicholson, Syd Stavrou, Claudia Webbe

Also attending: Graham McAndrew (Deputy Member)

Officers Present: Shaun Dawson - Chief Executive  
Beryl Foster - Director of Corporate Services  
Simon Sheldon - Director of Finance & Resources  
Dan Buck - Head of Sport & Leisure  
Stephen Bromberg - Head of Communications  
Jon Carney - Head of Parklands  
Stephen Wilkinson - Head of Planning & Strategic Partnerships  
Sandra Bertschin - Committee & Members' Services Manager  
Lindsey Johnson - Committee Services Officer

Part I

19 DECLARATIONS OF INTEREST

Name	Agenda Item No.	Nature of Interest
John Bevan	5	Trustee of Lee Valley Leisure Trust Ltd <i>Non-Pecuniary</i>

In anticipation of retendering the Leisure Services Contract the Chairman requested that the position of Deputy Members and Trustees be further reviewed to provide clarity for all concerned.

20 MINUTES OF LAST MEETING

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

## AUTHORITY MEETING MINUTES 18 JANUARY 2018

### 21 PUBLIC SPEAKING

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

### 22 2018/19 REVENUE BUDGET AND LEVY Paper A/4252/18

The Director of Finance & Resources gave a presentation, highlighting the following key points:

- 2 options for the levy had been proposed: option 1 6% reduction and option 2 2% reduction;
- the Executive Committee recommended a 6% reduction;
- there had been an 18% cash reduction since 2011/12 and the current levy was 42.9% of the maximum chargeable amount; and
- reducing the levy by either 6% or 2% would result in a surplus budget, subject to the assumptions made across the medium term, and if target efficiencies and income were met current assumptions made would mean that an annual reserve balance of over £4m was maintained in the medium term.

Members voted on a 6% reduction (option 1) or a 2% reduction (option 2):

Option 1: 14  
Option 2: 9

- (1) **a proposed levy for 2018/19 as set out in option 1 in paragraph 17 of Paper E/540/18 attached as Annex A to Paper A/4252/18;**
- (2) **additional income and expenditure efficiencies as set out in Appendix C to Paper E/540/18 attached as Annex A to Paper A/4252/18;**
- (3) **financing for the capital programme and revenue contribution to capital of £1.2m as set out in paragraph 21 of Paper E/540/18 attached as Annex A to Paper A/4252/18;**
- (4) **a net revenue budget of £9.757m (option 1) as set out in paragraph 31 of Paper E/540/18 attached as Annex A to Paper A/4252/18; and**
- (5) **a minimum level of reserves of £4m be maintained as set out in paragraph 30 of Paper E/540/18 attached as Annex A to Paper A/4252/18 was approved.**

### 23 MAYOR OF LONDON'S REPORT ON NATURAL CAPITAL Paper A/4251/18 ACCOUNTS FOR PUBLIC GREEN SPACE IN LONDON

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

A Member suggested that as investment in public green space enabled avoidable costs to the NHS, as detailed in the report, contact should be made with the GLA to see if we could work together to access revenue funding from the NHS to support public green space.

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

## AUTHORITY MEETING MINUTES 18 JANUARY 2018

24 SAFEGUARDING AND DISCLOSURE & BARRING SERVICE POLICIES Paper A/4250/18

The report was introduced by the Head of Sport & Leisure.

In response to Members it was advised that:

- on the rare occasion that staff commenced employment prior to completing Disclosure & Barring Service checks this only happened if authorised by the Safeguarding Officer and there were procedures in place to ensure the required checks were completed as soon as possible;
  - there were specific clauses in the Leisure Services Contract and Grounds Maintenance contract to ensure contractors complied with legislation; and
  - any relevant incidents were identified in the Health & Safety report.
- (1) **the changes and additions to the Safeguarding Policy as set out at Appendix A to Paper E/535/17 and Disclosure & Barring Service Policy as set out at Appendix B to Paper E/535/17 attached as Annex A to Paper A/4250/18;**
  - (2) **delegation to the Head of Sport & Leisure in conjunction with the Chief Executive to approve minor changes to the Policies from time to time to reflect minor changes to current legislation was approved;**
  - (3) **that any future significant changes will be brought back to Members for approval; and**
  - (4) **officers will provide Members with a full update of any changes made to the Safeguarding and Disclosure & Barring Service Policies every three years was noted.**

25 COMMITTEE MEMBERSHIPS

Appointments were made as follows to vacancies:

Christine Hamilton	Audit Committee and Ice Centre Working Group
Heather Johnson	Regeneration & Planning Committee
Mary Sartin	Park Development Framework Panel
Valerie Metcalfe	Land & Property Working Group

26 NEXT MEETING OF THE AUTHORITY

It was noted that the next meeting of the Authority will be held on Thursday, 26 April 2018 at 2.00pm at Myddelton House, Bulls Cross, Enfield, Middlesex, EN2 9HG.

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Chairman

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Date

The meeting started at 2pm and ended at 3.03pm.