

LEE VALLEY REGIONAL PARK AUTHORITY

**EXECUTIVE COMMITTEE
20 OCTOBER 2016**

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

In Attendance: Malcolm Cowan, Denise Jones, Mary Sartin

Officers Present: Shaun Dawson - Chief Executive
Beryl Foster - Director of Corporate Services
Simon Sheldon - Director of Finance & Resources
Stephen Bromberg - Head of Communications
Dan Buck - Head of Sport & Leisure
Jon Carney - Head of Parklands
Sandra Bertschin - Committee & Members' Services Manager
Nigel Foxall - Director of Business Support (Vibrant Partnerships)
Michael Sterry - Performance & Information Manager (Vibrant Partnerships)

Part I

760 DECLARATIONS OF INTEREST

Name	Agenda Item No.	Nature of Interest	<i>Prejudicial</i>
John Bevan	9	Trustee of Lee Valley Leisure Trust Ltd	<i>Non-pecuniary</i>

761 MINUTES OF LAST MEETING

THAT the minutes of the meeting held on 22 September 2016 be approved and signed.

762 PUBLIC SPEAKING

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

763 Q2 CAPITAL PROGRAMME BUDGET MONITORING 2016/17 Paper E/462/16

The report was introduced by Simon Sheldon, Director of Finance & Resources.

In response to a Member it was advised that a project at Lee Valley Park Farm was being evaluated to assess qualification for Heritage Lottery Funding and that a report would be submitted soon.

(1) the report was noted.

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764 Q2 REVENUE BUDGET 2016/17 PERFORMANCE MONITORING Paper E/463/16

The report was introduced by Simon Sheldon, Director of Finance & Resources.

- (1) the carry forward set out in paragraph 17 of Paper E/463/16 was approved; and**
- (2) the report was noted.**

765 2017/18 BUDGET – METHODOLOGY, ASSUMPTIONS AND TIMETABLE Paper E/464/16

The report was introduced by Simon Sheldon, Director of Finance & Resources.

In response to a Member it was advised that a review of the general reserves policy was to be undertaken in view of increasing reliance on income generation which could be affected by bad weather.

- (1) the budget timetable for the 2017/18 budget process as set out in Appendix A to Paper E/464/16; and**
- (2) the principles, assumptions and methodology for the 2017/18 revenue and capital budgets as set out in paragraphs 9 to 13 of Paper E/464/16 was approved.**

766 FEES & CHARGES REVIEW 2017/18 Paper E/466/16

The report was introduced by Simon Sheldon, Director of Finance & Resources.

In response to a Member it was advised that fisheries was an area which could be looked at, as part of the service reviews, for investment to generate income.

- (1) proposals for the Authority's 2017/18 fees and charges as summarised in paragraph 3 and set out in detail in Appendix A to Paper E/466/16 was approved.**

767 LEISURE SERVICES CONTRACT MONITORING REPORT - Q2 2016/17 Paper E/467/16

The report was introduced by Simon Sheldon, Director of Finance & Resources.

Members commended excellent performance at the main venues.

- (1) the report and the success of Lee Valley Leisure Trust operation to date in meeting and exceeding budget targets for the main venues was noted.**

768 MARKING THE 50TH ANNIVERSARY OF LEE VALLEY REGIONAL PARK Paper E/465/16

The report was introduced by Stephen Bromberg, Head of Communications, including:

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- it was also proposed to create a new designation of 'Honorary Park Ranger' as a mark of thanks to individuals who have helped develop the Regional Park over the last 50 years and those who continue to assist the Regional Park today; and
- discussions were ongoing with the LSE about the creation of a brief history of the Regional Park and with other organisations about exhibitions of what the Regional Park has done and will do in the future.

Members made the following comments:

- that a Working Group should be established to provide guidance and support in marking the 50th Anniversary;
 - the Regional Park's historic beneficial role to London local authorities, i.e., provider of resources and recipient of various contaminated landfill, should be highlighted;
 - all venues and staff should be involved in at least one event marking the 50th anniversary; and
 - staff and volunteers should be asked for ideas to mark the anniversary.
- (1) **the programme outlined in Paper E/465/16 was considered;**
- (2) **£78,000 of funding from reserves for activities outlined in Paper E/465/16; and**
- (3) **the establishment of a 50th Anniversary Working Group was approved.**

Chairman

Date

The meeting started at 11.03am and ended at 11.50am.