

## LEE VALLEY REGIONAL PARK AUTHORITY

### EXECUTIVE COMMITTEE 21 MAY 2015

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

In Attendance:         David Andrews

Officers Present:       Shaun Dawson           - Chief Executive  
                              Simon Sheldon         - Director of Finance & Resources  
                              Dan Buck               - Head of Sport & Leisure  
                              Jon Carney             - Head of Parklands  
                              Gregg Pettit          - APMD Section Manager  
                              Stephen Roberts      - Head of Property Services  
                              Brian Daley           - Director of Venues (LVLT)  
                              Bill Moran             - Head of Venues (LVLT)  
                              Alan Seabrook         - General Manager Ice Centre (LVLT)  
                              Victoria Yates        - Strategic HR Manager (LVLT)  
                              David Barden          - HR Business Partner (LVLT)  
                              Sandra Bertschin     - Committee & Members' Services Manager

#### Part I

#### 634    DECLARATIONS OF INTEREST

There were no declarations of interest.

#### 635    MINUTES OF LAST MEETING

**THAT the minutes of the meeting held on 30 April 2015 be approved and signed.**

#### 636    PUBLIC SPEAKING

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

#### 637    ICE CENTRE FEASIBILITY STUDY – PHASE 3

Paper E/404/15

Shaun Dawson, Chief Executive, gave a presentation including:

- the current Centre was 31 years old;
- performance 2010/11 – 2014/15;
- regional usage;
- key findings from the Feasibility Study phases 1 and 2;
- investment needed to maintain the current Centre operation;
- investment options for a twin pad;
- outline of phase 3 of the Feasibility Study;
- potential sites for a new Centre;
- site selection factors;
- capital funding options;

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- business model for twin pad venue; and
- funding and timeline.

The Chief Executive would be visiting the nearly completed new Ice Centre at Cardiff to gain an understanding of the challenges and opportunities such an undertaking presented.

Member discussion included the following:

- the conservative estimate of additional income from a twin pad;
- potential funding streams and the business models utilised by other ice centres;
- development platforms within the Park and the potential of non-Park purposes land disposal to generate capital;
- the importance of any new Centre being accessible to attract regional and national visitors;
- the proposal that a new Centre also offer non-skating leisure activities such as broomball; and
- the advantages of clustering venues, such as on Queen Elizabeth Olympic Park, or the linear provision of venues across the Regional Park.

Members proposed that:

- given the fairly modest square meterage difference in overall size between an Olympic sized pad and a 56x26m pad it would be prudent to include consideration of 2 Olympic sized pads in phase 3 of the feasibility study to enable a new Centre to host international events like the Lee Valley VeloPark and Lee Valley Hockey & Tennis Centre; and
- that the Authority's initial development considerations be shared with relevant local authorities to gain their feedback at an early stage in the process.

- (1) the commencement of phase three of the Ice Centre Feasibility Study;**
- (2) the outline brief as summarised in paragraph 17 of Paper E/404/15 as amended above; and**
- (3) the allocation of an additional £20,000 from the Authority's General Reserves to fund the Feasibility Study as outlined in paragraph 21 of Paper E/404/15 was approved.**

638 CAPITAL PROGRAMME: PROVISIONAL OUTTURN 2014/15

Paper E/407/15

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

The Chairman of the Lower Lee Valley Regeneration & Planning Committee advised that the Committee requested that costed project plans for gates and de-silting works at East India Dock Basin be developed to enable funding to be sought from external bodies such as lotteries and developers of local construction projects.

- (1) the provisional capital outturn for 2014/15 was noted.**

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639 REVENUE BUDGET PERFORMANCE 2014/15 Paper E/408/15  
- PROVISIONAL OUTTURN

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

In response to Member queries it was advised that:

- a review of the food and beverage operation at Lee Valley White Water Centre was being undertaken to improve profit margins; and
- a review of generator energy efficiency across the Park was being undertaken and proposals for improvements would be forthcoming.

**(1) the carry forwards as requested and summarised in paragraph 39 of paper E/408/15 was approved; and**

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

640 ANNUAL REPORT ON TREASURY MANAGEMENT ACTIVITY Paper E/405/15  
2014/15 AND ANNUAL INVESTMENT STRATEGY 2015/16

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

**(1) the treasury management activity during 2014/15 was noted;**

**(2) the Annual Investment Strategy set out in Appendix A to Paper E/405/15;**

**(3) a target rate of return of 1.0% on investments in 2015/16, as detailed in paragraph 25 of Paper E/405/15; and**

**(4) the revised Treasury Management Policy and Procedures for the Authority/Trust set out at Appendix B to Paper E/405/15 be recommended to Authority.**

641 SICKNESS ABSENCE MONITORING – 2014/15 Paper E/406/15

The report was introduced by Victoria Yates, Strategic HR Manager.

In response to Member concerns it was advised that:

- in common with many other organisations, the majority of the increase in long term sickness absence was due to stress and depression, most of which was non-work related;
- enhanced occupational health support had therefore been introduced to assist staff; and
- last year had been an exceptional year due to the organisational change but it was recognised that robust management of work flow peaks and troughs was necessary.

**(1) the contents of the report were noted; and**

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- (2) **2015/16 sickness absence targets of 3 days per year full time equivalent and 2% of working time lost (as set out in paragraph 24 of Paper E/406/15) was approved.**

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Chairman

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Date

The meeting started at 10.30am and ended at 11.30am.