

**LEE VALLEY REGIONAL PARK AUTHORITY**

**SCRUTINY COMMITTEE MINUTES  
23 NOVEMBER 2023**

Members Present:     John Bevan (Chairman)                             Mike Garnett  
                           Ken Ayling   Marshall Vance  
                           Janet Burgess   Terry Wheeler

Apologies Received From: Steven Heather, Calvin Horner

In Attendance:

Officers Present:     Dan Buck                             - Corporate Director for Sport & Leisure  
                           Beryl Foster (Online)     - Deputy Chief Executive  
                           Jon Carney                     - Corporate Director for Parklands  
                           Victoria Yates               - Head of HR  
                           Paul Roper                    - Head of Projects & Funding Delivery  
                           Simon Clark                 - Head of IT  
                           Julie Smith                  - Head of Legal  
                           Michael Sterry              - Senior Accountant  
                           Jessica Whitehead         - Volunteers Officer  
                           Lorraine Roper             - Research Officer  
                           Lindsey Johnson            - Committee Services Officer

Part I

208     DECLARATIONS OF INTEREST

There were no declarations of interest.

209     MINUTES OF LAST MEETING

**THAT the minutes of the meeting held on 22 June 2023 be approved and signed.**

210     PUBLIC SPEAKING

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

Marshal Vance arrived during the next item.

211     SCRUTINY SCORECARD 2023/24 Q2

Paper S/66/23

The report was introduced by the Corporate Director who informed Members that when looking at the financial targets the direction of travel was indicated by the direction of the arrows and red in the PAT column signifies the end of the year. This system of profiling is in the process of being reviewed so that it can be made clearer. This paper only reports on the parklands and the venues that the Authority runs. The next paper on Q3 will detail GLL venues.

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A Member asked about groups using the Ice Centre. The Corporate Director for Sport & Leisure responded stating that all groups at the venue were ahead of target and we would be looking to report this to Members soon.

A Member asked if ULEZ was the only issue at the Edmonton campsite. The Corporate Director for Parklands responded stating that this was the only issue, many of the bookings have been transferred to our other campsites that are outside of the ULEZ zone. The Edmonton Campsite does attract visitors from outside of London, which is why ULEZ has had an impact, we are making sure people are aware in our marketing and when booking.

A Member asked if we benchmark similar campsites in regards to our pricing. The Corporate Director for Parklands responded that we do and we are on a market level.

A Member queried the figures for staff sickness. The Head of HR responded stating that the figure of 1.54 days sickness is correct and that the 3 day target is for the whole year and not the quarter. We report annually in June to the Executive Committee on this. There have been a few cases of long term sickness in the past year.

The Chairman asked about plans to change the way we collect stakeholder perceptions rather than through the annual London Councils Summit. The Corporate Director for Sport & Leisure responded stating that we have been liaising with our London Communications Agency, the money is allocated and we will begin from next year.

The Chairman asked why the visitor counter at Waltham Abbey Gardens had recorded higher numbers than it should and questioned how often they are checked. The Research Officer replied stating that visitor counters are checked and maintained regularly. Visitor numbers at Waltham Abbey Gardens had decreased due to car parking charges and footfall of people walking through had resulted in over estimated numbers.

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

212 NEWLY FORMED ENVIRONMENT GROUP, BASELINE CARBON FOOTPRINT REPORT AND SPEND TO SAVE UPDATE Paper S/64/23

The report was introduced by the Head of Projects and Funding Delivery, who informed Members that an Environment Group has been formed which has been filled by officers who have volunteered their time. We have completed a baseline carbon footprint report and a Spend to Save action plan. Staff have been asked to complete a travel survey and we will monitor visitor travel to the Park. Senior Management have undergone Carbon Literacy training. We have been looking closely at how Biodiversity Net Gain will affect the Park, a report will be presented to Members in the new year. We have commissioned a report by APSE to look at the decarbonisation of Lee Valley White Water Centre, we expect the report to be completed early in the new year.

A member asked if we expect any problems with a 10% Biodiversity Net Gain in the Lee Valley with future developments. The Head of Projects and Funding Delivery stated that it would bring many opportunities for offsetting on our own land and generate funding for us. The Corporate Director for Sports & Venues added that at the Ice Centre we had achieved a BNG of 30%, this was due to us giving proper thought to how we would achieve this early on and involving our Biodiversity Officers.

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A Member queried how long some of the Spend to Save schemes were likely to take to reach fruition. The Head of Projects and Funding Delivery replied stating that we had initially looked at quick wins. The Corporate Director of Sports & Venues added that with the LED lighting project, the Hockey & Tennis Centre will pay back in 7 years, White Water Centre in 6.2 years and Riding Centre in 3 years. The Chairman suggested that it might be beneficial to have an extra Member tour or incorporate into existing Member tours, visits to sites that have benefited from the Spend to Save scheme.

The Chairman asked about the list of projects attached at Appendix C to Paper S/64/23 and asked if they would all be reported on, or only those that are pursued. The Head of Projects and Funding Delivery responded stating that many of the projects would be reliant upon funding, technology or availability of contractors. The items would remain on the list of 100 projects, the progress of which will be presented to each Scrutiny Committee meeting.

The Chairman expressed his thanks to the officers who had volunteered to sit on the Environment Group.

- (1) the report was noted; and**
- (2) an annual report on the baseline carbon footprint, and report on spend to save and the action plan is brought to Scrutiny Committee each November was approved.**

### 213 REVIEW OF VOLUNTEERING

Paper S/65/23

The report was introduced by the Corporate Director for Parklands informing Members that a review of volunteering is suggested as there are currently over 1400 volunteering working in all sectors of the Authority. If Members are agreeable, there will be a phased approach.

A Member suggested another topic for scrutiny could be looking at service delivery for young people with disabilities, he also thought that this should be picked up as part of the review of volunteering.

The Chairman suggested that it would be good to speak with the volunteers. The Volunteers Officer suggested that Members could attend the Volunteers Committee Meeting, we could also provide a diary of where they are in the Park so that Members could visit them and join in with volunteering. The Chairman suggested that this should be sent to all Members of the Authority.

- (1) A number of the bullets from the draft terms of reference included in paragraph 7 of Paper S/65/23 as the basis for further investigation and as part of phase 1 of this scrutiny area; and**
- (2) Subject to (1) above being agreed, then refer the draft terms of reference to the Executive Committee in the next cycle for approval was approved.**

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Chairman

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Date

The meeting started at 1pm and ended at 1.30pm