

**LEE VALLEY REGIONAL PARK AUTHORITY**

**EXECUTIVE COMMITTEE  
20 SEPTEMBER 2018**

Members Present: Paul Osborn (Chairman) Heather Johnson  
Derrick Ashley (Vice Chairman) Chris Kennedy  
David Andrews  
Ross Houston

Apologies Received From: Valerie Metcalfe, Syd Stavrou

In Attendance: John Bevan

Officers Present: Shaun Dawson - Chief Executive  
Beryl Foster - Director of Corporate Services  
Simon Sheldon - Director of Finance & Resources  
Jon Carney - Head of Parklands  
Stephen Wilkinson - Head of Planning & Strategic Partnerships  
Dan Buck - Head of Sport & Leisure  
Stephen Bromberg - Head of Communications  
Paul Roper - Volunteers & Community Engagement Manager  
Marigold Wilberforce - Property Surveyor  
Daud Arghandawi - Solicitor  
Sandra Bertschin - Committee & Members' Services Manager  
Kulvinder Sihota - Managing Director (Lee Valley Leisure Trust Ltd)  
Brian Daley - Director of Venues (Lee Valley Leisure Trust Ltd)  
Michael Sterry - Performance & Information Manager (Lee Valley Leisure Trust Ltd)

Part I

TABLED letter from Lee Valley Leisure Trust Ltd in respect of agenda item 7. Members were given 5 minutes to read the letter.

966 DECLARATIONS OF INTEREST

Name	Agenda Item No.	Nature of Interest	
John Bevan	7	Trustee of Lee Valley Leisure Trust Ltd during the period of review	<i>Non-pecuniary</i>

967 MINUTES OF LAST MEETING

**THAT the minutes of the meeting held on 26 July 2018 be approved and signed.**

968 PUBLIC SPEAKING

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

## EXECUTIVE COMMITTEE MINUTES 20 SEPTEMBER 2018

969 BITTERN INFORMATION POINT Paper E/575/18

The report was introduced by the Head of Parklands.

- (1) the release of capital funds (up to £600,000) to progress the first phase to construct a new hide and information point along with associated habitat works at Fishers Green to increase visitor numbers and improve the visitor experience was approved.**

670 VOLUNTEERS STRATEGY AND VOLUNTEERS POLICY Paper E/578/18

The report was introduced by the Head of Parklands.

In response to a Member query it was advised that construction design of a new hide and information point would accommodate the disabled.

- (1) a recommendation to the Authority to adopt the draft Volunteers Policy; and**
- (2) a recommendation to the Authority to adopt the revised draft Volunteers Strategy was approved.**

671 LEISURE SERVICES CONTRACT MONITORING REPORT Paper E/576/18  
- Q4 2017/18

The report was introduced by the Director of Finance & Resources including that the tabled letter from Lee Valley Leisure Trust Ltd (the Trust) went some way to addressing concerns.

The Managing Director/Finance Director of the Trust advised that Appendix A of the report (Trust Board Report B/70/18) highlighted the 5 main areas responsible for budget variance.

A Member expressed concern that the report gave the impression that the Trust was not managing its finances.

Members considered that tabling of the letter from the Trust did not provide sufficient time for debate and robust decision making and therefore consideration of sending a letter to the Trust expressing concern should be deferred to the next meeting when 2018/19 Q1 performance would be reviewed. The Trust Managing Director/Finance Director apologised for tabling the letter but the Trust Board had met only the day before.

- (1) the one-off adjustment to the management fee of £176,962 under Clause 14 of the contract in relation to Lee Valley Ice Centre closure in 2017/18 was approved; and**
- (2) the report was noted.**

## EXECUTIVE COMMITTEE MINUTES 20 SEPTEMBER 2018

- 672 PROPOSED CLOSURE AND DOWNGRADING OF NETWORK RAIL LEVEL CROSSINGS BY TRANSPORT AND WORKS ACT ORDER Paper E/583/18

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

- (1) that with the satisfactory outcome of negotiations with Network Rail Infrastructure Ltd the Authority agree to withdraw its objection to the Transport and Works Act Order set out in its letter attached as Appendix A to Paper E/583/18 was approved.**

- 673 TOTTENHAM HOTSPUR ACADEMY AND TRAINING GROUND - VARIATION OF EXISTING SECTION 106 AGREEMENT Paper E/577/18

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

- (1) the proposed revisions to the existing Section 106 Agreement; and  
(2) the signing and sealing of the revised agreement subject to Standing Orders were approved.**

- 674 POTENTIAL REDEVELOPMENT AT PICKETTS LOCK Paper E/586/18

The Chairman advised that the part 2 report on redevelopment at Picketts Lock had been withdrawn.

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

- (1) the progress currently being made to redevelop the Lee Valley Leisure Complex at Picketts Lock was noted.**

Kulvinder Sihota, Brian Daley, Michael Sterry, Paul Roper, Stephen Bromberg and Dan Buck left the meeting.

### 675 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:**

Agenda Item No	Subject	Exempt Information Section Number
13	Future Development at Lee Valley Leisure Complex, Picketts Lock	3
14	Proposed Deed of Variation, Gas Pipeline at Patty Pool Mead, Sewardstone	3
15	Proposed Disposal of the Site of the Former Nazebourne Poultry Farm, Old Nazeing Road,	3

## EXECUTIVE COMMITTEE MINUTES 20 SEPTEMBER 2018

	Nazeing	
16	Proposed Grant of 250 Year Lease and Deed of Grant for the Placing of Bridge Footings on Authority Land at Tottenham Marshes	3
17	Proposed Ranger Service Restructure	3
18	Myddelton House Café, Visitor & Information Centre Concession	3

676 FUTURE DEVELOPMENT AT LEE VALLEY LEISURE COMPLEX, PICKETTS LOCK

This item was withdrawn from the agenda.

677 PROPOSED DEED OF VARIATION, GAS PIPELINE AT PATTY POOL MEAD, SEWARDSTONE Paper E/580/18

The report was introduced by the Director of Corporate Services.

- (1) the granting of a Deed of Variation and signing of a Settlement Agreement to the existing easement on the terms set out in paragraph 4 of Paper E/580/18;**
- (2) an application be submitted to the Secretary of State for consent to the Deed of Variation as a disposal of an interest in land; and**
- (3) the signing and sealing of all necessary legal documentation was approved.**

678 PROPOSED DISPOSAL OF THE SITE OF THE FORMER NAZEBOURNE POULTRY FARM, OLD NAZEING ROAD, NAZEING Paper E/581/18

The report was introduced by the Director of Corporate Services including external surveyor fees and total estimated costs of sale.

Members requested that the overage clause include a restriction on sqm size per unit.

- (1) affirmation that the site of the former Nazebourne Poultry Farm was no longer required for Park purposes;**
- (2) disposal of the site at the former Nazebourne Poultry Farm shown edged in red on Appendix A to Paper E/581/18 on the terms and conditions set out in paragraph 8 of Paper E/581/18;**
- (3) an application be submitted under S21 of the Lee Valley Regional Park Act 1966 to the Secretary of State for consent to the disposal of in interest in land; and**
- (4) the signing and sealing of all necessary legal documentation was approved.**

## EXECUTIVE COMMITTEE MINUTES 20 SEPTEMBER 2018

679 PROPOSED GRANT OF 250 YEAR LEASE AND DEED OF GRANT FOR THE PLACING OF BRIDGE FOOTINGS ON AUTHORITY LAND AT TOTTENHAM MARSHES Paper E/585/18

TABLED Appendix B

The report was introduced by the Director of Corporate Services including as the terms for the lease and deed were still being finalised request for delegated authority to the Director of Corporate Services to complete recommendation (1)(a).

- (1) the grant of:**
  - (a) delegated authority to the Director of Corporate Service to complete a new 250 year lease to Canal & River Trust Ltd on the terms set out in Paragraph 4 of Paper E/585/18 for the placing of bridge footings on the areas of land shown edged red on the plan attached as Appendix A to Paper E/585/18;**
  - (b) a subsequent Deed of Grant between Canal & River Trust Ltd, Waterside Places Limited (Developer), Environment Agency and Lee Valley Regional Park Authority;**
- (2) an application be submitted to the Secretary of State for consent to the granting of the 250 year lease as a disposal of an interest in land; and**
- (3) the signing and sealing of all necessary legal documentation was approved.**

Derrick Ashley and Ross Houston left the meeting.

Stephen Wilkinson, Marigold Wilberforce and Daud Arghandawi left the meeting.

680 PROPOSED RANGER SERVICE RESTRUCTURE Paper E/579/18

The report was introduced by the Head of Parklands.

- (1) the new Ranger structure and the proposed redundancy of one post was approved.**

The Chairman commended the work of the Ranger service in establishing the Wild Camping site.

681 MYDDELTON HOUSE CAFÉ, VISITOR & INFORMATION CENTRE CONCESSION Paper E/584/18

The report was introduced by the Head of Parklands.

- (1) transfer of operational running of the Café and Visitors Centre to Lee Valley Leisure Trust Ltd on a 7 year (less one day) concession agreement; and**
- (2) mutual break clause at 2 years (December 2020) was approved.**

Jon Carney left the meeting.

**EXECUTIVE COMMITTEE MINUTES  
20 SEPTEMBER 2018**

682 OTHER BUSINESS

The Chairman advised that discussions at the earlier Leisure Services Contract Working Group meeting needed to be formalised.

- (1) the Authority Chairman to write to the Trust Chair, copied to Trustees, regarding secondments;**
- (2) the Authority Chairman to write to the Trust Chair, copied to Trustees, regarding the confidential and sensitive matter that had been raised and discussed;**
- (3) in principle, the split in support services between the Authority and the Trust as set out in the paper to the Leisure Service Contract Working Group was approved.**

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Date

The meeting started at 12.03pm with 5 minutes reading time  
and restarted at 12.08pm and ended at 1.07pm.