

LEE VALLEY REGIONAL PARK AUTHORITY

**EXECUTIVE COMMITTEE
20 OCTOBER 2022**

Members Present: Paul Osborn (Chairman) Heather Johnson
David Andrews (Vice Chairman) Chris Kennedy
Susan Barker Graham McAndrew
Ross Houston Mary Sartin

In Attendance: John Bevan, David Gardner

Officers Present: Shaun Dawson - Chief Executive
Beryl Foster - Deputy Chief Executive
Dan Buck - Corporate Director
Jon Carney - Corporate Director
Keith Kellard - Head of Finance
Victoria Yates - Head of Human Resources
Stephen Bromberg - Head of Communications
Julie Smith - Head of Legal
Michael Sterry - Senior Accountant
Sandra Bertschin - Committee & Members' Services Manager

Also attending: James Newman – S151 Officer (London Borough of Enfield)

Part I

192 DECLARATIONS OF INTEREST

There were no declarations of interest.

193 MINUTES OF LAST MEETING

THAT the minutes of the meeting held on 22 September 2022 be approved and signed.

194 PUBLIC SPEAKING

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

195 Q2 REVENUE BUDGET MONITORING 2022/23 AND
BUDGET CHALLENGES

Paper E/781/22

The report was introduced by the Chief Executive.

In response to Members it was advised:

- the Authority had benefitted from the Government's energy support package and this had been included within budget forecasts. However uncertainty remained post April 2023;
- financial liabilities with regard to settlement of the Lee Valley Leisure Trust Ltd litigation would be charged to the revenue account and general fund;

- asset maintenance was reviewed on an annual basis to assign the appropriate accounting classification. As a small authority there was limited scope for applying capital receipts to the revenue account;
- an energy expert had been commissioned to advise on the smartest way to invest to save; and
- income targets for next year would be under pressure so some difficult choices around expenditure may be required.

Member comments included:

- preference for maintenance of discretionary spending in the areas of concessionary discounts and community programmes;
- the Levy for next year should be increased realistically in relation to rising costs; and
- concern regarding the possible deferment of asset maintenance expenditure.

(1) the report was noted.

196 FEES AND CHARGES POLICY

Paper E/779/22

The report was introduced by the Corporate Director.

A Member proposed care leavers be included in the under 25s concessionary groups.

(1) recommendation of the draft Fees and Charges Policy, with the addition of care leavers to the under 25s concessionary groups, to the Authority for adoption was approved.

197 HUMAN RESOURCES POLICY UPDATES

Paper E/780/22

The report was introduced by the Head of Human Resources.

A Member enquired whether the Authority had an Adoption Policy and suggested that the Authority sign-up to the Armed Forces Covenant. The Chairman advised that these would be considered and that a paper would be brought to Members in the future.

A Member proposed that wording in paragraph 5.3 of the Non-Smoking Policy be strengthened so that staff who do not take smoking breaks were not disadvantaged.

(1) the Equality, Diversity and Inclusion Policy attached at Appendix A to Paper E/780/22;

(2) the Non-Smoking Policy, with amendment of paragraph 5.3, attached at Appendix B to Paper E/780/22; and

(3) the Recruitment Policy attached at Appendix C to Paper E/780/22 be recommended to Authority was approved.

198 RISK REGISTER 2022/23

Paper E/778/22

The report was introduced by the Corporate Director who also expressed appreciation to the Audit Committee members who had recently reviewed the Authority's approach to risk management with the internal auditors.

The Audit Committee Chairman commented that he considered the Authority's Risk Register to be one of the more rigorous that he had been involved with and highlighted that utilities risks should be kept under review.

In response to Members it was advised that:

- each venue had its own specific and robust procedures and processes in place;
- proactive management of risks was a feature of the new health and safety contract;
- a pandemic procedure had been developed;
- the sports venues operator, GLL, were to be congratulated on the fast implementation of a new booking system, Flow, following the unexpected failure of the previous system. This new system worked well for simple venues, but more work would be undertaken for complex venues such as Lee Valley VeloPark and Lee Valley White Water Centre.

(1) the Corporate Risk Register included in Appendix A to Paper AUD/129/22 attached as Annex A to Paper E/778/22 was noted.

Chairman

Date

The meeting started at 10.40am and ended at 11.20am