

**LEE VALLEY REGIONAL PARK AUTHORITY**

**EXECUTIVE COMMITTEE  
26 NOVEMBER 2015**

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

In Attendance: Gordon Nicholson

Officers Present: Shaun Dawson - Chief Executive  
Beryl Foster - Director of Corporate Services  
Simon Sheldon - Director of Finance & Resources  
Dan Buck - Head of Sport & Leisure  
Paul Coates - Sports Development Manager  
Jon Carney - Head of Parklands  
Nick Powell - Property Surveyor  
Stephen Bromberg - Head of Communications  
Stephen Wilkinson - Head of Planning & Strategic Partnerships  
Sandra Bertschin - Committee & Members' Services Manager  
Kulvinder Sihota - Managing Director (Lee Valley Leisure Trust)  
Brian Daley - Director of Venues (Lee Valley Leisure Trust)  
Alan Butler - Director of Venues (Lee Valley Leisure Trust)  
Nigel Foxall - Director of Business Support (Lee Valley Leisure Trust)

Part I

685 DECLARATIONS OF INTEREST

Name	Agenda Item No.	Nature of Interest
John Bevan	5	Trustee of Lee Valley Leisure Trust <i>Non-pecuniary</i>

686 MINUTES OF LAST MEETING

**THAT the minutes of the meeting held on 22 October 2015 be approved and signed.**

687 PUBLIC SPEAKING

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

688 LEISURE SERVICES CONTRACT MONITORING REPORT Paper E/425/15  
- Q2 2015

The report was introduced by Simon Sheldon, Director of Finance & Resources, highlighting that there was a potential shortfall in projected net VAT gains but that income and usage had increased.

## **EXECUTIVE COMMITTEE MINUTES 26 NOVEMBER 2015**

Kulvinder Sihota, Managing Director, Lee Valley Leisure Trust, advised that it had been a positive first half year with good performance and a number of seasonal campaigns introduced.

In response to Member questions it was advised that:

- a budget adjustment was required for electricity usage at Lee Valley White Water Centre and that hosting the ICF Canoe Slalom World Championships had increased energy consumption as the pumps were in use for 13 hours a day;
- the rise in complaints at Hayes Hill Farm was due to issues with flies in the café area during the summer months and the need to refresh the venue. Actions had been implemented to solve the fly problem and it was proposed to undertake a general tidy up over the winter months;
- the overall VAT position was still being understood with a need to review various arrangements in relation to bookings; and
- it was not unduly burdensome to produce quarterly monitoring reports, which were considered by external scrutineers to be beneficial in terms of governance, and that the monitoring framework was determined by Members.

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

689 COMMUNITY ACCESS FUND UPDATE

Paper E/426/15

The report was introduced by Shaun Dawson, Chief Executive, including:

- initially it had been challenging to gain buy-in from boroughs and hard to reach groups;
- progress had been made recently with activities arranged for 12 boroughs and by the middle of next year the programme will have been delivered over the 16 boroughs; and
- a review of the Authority's overall community outreach programme was being undertaken.

Members expressed concern that some London 2012 legacy boroughs had been included in the scheme due to their proximity and considered that priority should therefore be given to outlying boroughs.

- (1) a six month extension to the Community Access Fund beyond 31 March 2015 using the current budget;**
- (2) to carry forward £34,000 from the 2015/16 budget into 2016/17; and**
- (3) that a full evaluation of the Community Access Fund pilot project will be carried out in September 2016 was approved.**

## **EXECUTIVE COMMITTEE MINUTES 26 NOVEMBER 2015**

690 NATIONAL GOVERNING BODY MAJOR SPORTS EVENT  
SUPPORT 2016-2020

Paper E/427/15

The report was introduced by Dan Buck, Head of Sport & Leisure, highlighting that the proposed approval process and support criteria had been developed subsequent to discussions with various organisations to ensure that the Authority was involved from the conception stage of any bidding plan.

Members considered the implications of establishing a specific budget for major events support and the roles of other organisations, such as the GLA and Sport England, in funding major events.

- (1) the approval process set out in paragraph 11 of paper E/427/15;**
- (2) the support criteria set out in paragraph 16 of paper E/427/15 was approved;**
- (3) as part of the 2016/17 budget process funding of major events as set out in paragraph 18 of paper E/427/15 should be considered; and**
- (4) the major events (secured or in the bidding process) for the period 2016-2020 was noted.**

691 GRANT OF EASEMENT FOR CYCLE PATH BRIDGE STRUCTURE  
FORMER AQUEDUCT SITE LEA BRIDGE ROAD, LEYTON

Paper E/424/15

The report was introduced by Beryl Foster, Director of Corporate Services, including that there were no financial costs to the Authority from granting of the easement.

- (1) the granting to London Borough of Waltham Forest of a permanent easement in relation to the land shown coloured brown on the plan attached as Appendix A to Paper E/424/15;**
- (2) an application be submitted to the Secretary of State for consent to the Easement as disposal of an interest in land; and**
- (3) the signing and sealing of all necessary legal documentation was approved.**

\_\_\_\_\_  
Chairman

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Date

The meeting started at 10.32am and ended at 11.15am.