

LEE VALLEY REGIONAL PARK AUTHORITY

AUTHORITY MEETING 26 NOVEMBER 2015

Members Present: Paul Osborn (Chairman) Denise Jones
David Andrews Christopher Kennedy
Derrick Ashley Gerry Lyons
Kathy Bee Graham McAndrew
John Bevan Valerie Metcalfe
Malcolm Cowan Gordon Nicholson
Ricki Gadsby Alan Searing
Christine Hamilton Glynis Shiell (Deputy for Mary Sartin)
Linda Haysey Syd Stavrou
Ross Houston Melvin Wallace (Deputy for Sarah McDermott)
Heather Johnson Lyn White

Apologies Received From: Stephen Carr, Gwyneth Deakins, Sarah McDermott, Ellie Robinson,
Mary Sartin, Simon Walsh

Officers Present: Shaun Dawson - Chief Executive
Beryl Foster - Director of Corporate Services
Simon Sheldon - Director of Finance & Resources
Stephen Wilkinson - Head of Planning & Strategic Partnerships
Jon Carney - Head of Parklands
Nick Powell - Property Surveyor
Stephen Bromberg - Head of Communications
Lindsey Johnson - Committee Services Officer

Also Present: Kulvinder Sihota - Managing Director, Lee Valley Leisure Trust
Del Goddard - Chairman, Lee Valley Leisure Trust
Brian Daley - Director of Venues, Lee Valley Leisure Trust
Karen Lister - Head of Marketing, Lee Valley Leisure Trust
Bill Moran - Head 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

24 DECLARATIONS OF INTEREST

Name	Agenda Item No.	Nature of Interest	<i>Prejudicial</i> ✓
<i>Gordon Nicholson</i>	11	<i>Member of Broxbourne Borough Council</i>	<i>Non-Pecuniary</i>
<i>Linda Haysey</i>	5 & 6	<i>Member of Lee Valley Leisure Trust</i>	<i>Non-Pecuniary</i>
<i>John Bevan</i>	5 & 6	<i>Member of Lee Valley Leisure Trust</i>	<i>Non-Pecuniary</i>

AUTHORITY MEETING MINUTES 26 NOVEMBER 2015

25 MINUTES OF LAST MEETING

THAT the minutes of the meeting held on 24 September 2015 be approved and signed.

26 PUBLIC SPEAKING

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

Ross Houston arrived during the next item.

27 LEE VALLEY LEISURE TRUST LIMITED

Del Goddard, Chairman, and Kulvinder Sihota, Managing Director of the Lee Valley Leisure Trust gave a presentation on the Trusts performance since April, key points included:

- The Trust was set up by the Authority to respond to the need to address the significant business rates liability in particular for the Olympic venues and to achieve further business efficiency.
- Since April 2015 the Trust has managed 14 of the Authority's venues.
- The Trust trades as Vibrant Partnerships Limited, it has a board of 9 Trustees who aim to create a visitor destinations open to all, sustainable sporting venues, invest in staff, work with partners and 'delight' visitors.
- Currently it has no reserves or working capital.
- In the first six months they have held a number of commercial events; hired out venues, such as a wedding at the Lee Valley White Water Centre; created cross selling packages; increased the food and beverage offers; created entertainment nights; seasonal campaigns; and developed sponsorship and advertising opportunities.
- By developing vibrant visitor destinations they hope to increase usage by 'providing something for all', with family fun days, entertainment nights etc.
- Improving accessibility and promotion has been achieved by continuing the Schools Festival and developing the Community Access Fund, creating microsites, local and regional promotions and special offer packages.
- Staff training and cultural change is hoped to improve the customer experience and service they receive.
- The Trust has been working closely with many partners to help achieve their objectives, such as the Authority, Governing Bodies, educational centres, event agencies etc.
- There have been a number of challenges such as hosting the Hockey World Championships; establishing operational requirements of Olympic venues; investing in the venues to transform them into 'visitor destinations'; training staff; and setting up the new business.
- They are projected to come in within the management fee and they are delivering stretch targets which are built into the budgets and management fee.
- Medium term business development is underway and will be completed in Spring 2016.

AUTHORITY MEETING MINUTES 26 NOVEMBER 2015

- Increased income from initiatives and fees and charges; investment programme and central procurement.
- The Authority and the Trust are developing 2016/17 budget process and management fee with overall budgets to be completed in December 2015 and the management fee by the end of January 2016.

The Chairman thanked Kulvinder and Del for their presentation.

Members were impressed with the work the Trust has done since April; one Member asked why much of this work hadn't been done before. Kulvinder responded by stating that the Trust had a different business model which is able to look at new business hubs and a different business mode.

A Member asked how they would improve performance. Kulvinder responded that it would be done through packaging and promotion, appealing to wider audiences.

Members were interested in how the Trust would generate reserves. Kulvinder responded that this would be done by working with partners to secure investment.

28 AUTHORITY SIX MONTH PERFORMANCE REPORT

Paper A/4219/15

The report was introduced by Shan Dawson, Chief Executive, highlighting the following:

- The Authority is performing well, Holyfield Farm is still being affected by the low milk prices, but officers are looking at areas to diversify; Myddelton House Gardens is forecasting £24,000 over performance; and Parklands and Open Spaces received 7.5% more visitors and have won many accreditations.
- There have been many events this year including Countryside Live; European Hockey Championships; and the Canoe Slalom World Championships.
- Major developments include the Ice Centre Feasibility study, a stage 1 report will go to the Executive Committee in December, which all Members are welcome to attend; and officers are testing the market to see what leisure investment might be possible at Picketts Lock, work for this will run in parallel with the Ice Centre Feasibility study and be completed in early 2016.
- A revised strategy of acquisitions and disposals for the Authority's land and property is being developed; this work will feed into the 2016/17-18/19 business plan.
- Youth & Schools community outreach schemes have engaged with 7000 young people from non-riparian boroughs.
- A full review of the Community Access Fund will be carried out in 2016.
- The Authority is continuing to communicate with stakeholders and has been focusing on working with partners; we are in discussions with Canal & River Trust to establish a single management of the towpaths; discussions have just begun with the Corporation of London to look at potential areas for joint working; Authority and Essex County Council officers have met to discuss areas of mutual interest, focusing on operation models for country parks and the Authority has offered to share information on the Authority's experiences when choosing the Trust model; and the Authority continues to work with the Wandle Valley Regional

AUTHORITY MEETING MINUTES 26 NOVEMBER 2015

Park Trust, offering support and advice when practical and are planning to jointly hosting a conference profiling regional parks in 2016.

- A draft 3 year business plan will be presented to Members at the Budget Workshop in December with a report for approval at the Authority meeting in January.

A Member agreed that it would be good for the Authority to consider taking over the management of towpaths in the Regional Park as visitors do not make the distinction of who owns the land.

(1) the report was noted.

- 29 LEE VALLEY REGIONAL PARK ACT 1966 SECTION 14 ADOPTION Paper A/4218/15
FOR AREA 1 – EAST INDIA DOCK BASIN TO QUEEN ELIZABETH
OLYMPIC PARK

A Member asked if TfL would be creating bike hire at East India Dock Basin, the Head of Planning and Strategic Partnerships responded that officers were having conversations with TfL regarding bike hire at the Velopark and that officers would also push for bike hire at East India Dock Basin as well.

(1) the draft proposals for Area 1 East India Dock Basin to Queen Elizabeth Olympic Park (attached at Appendix A to Paper A/4218/15) as the Authority's formal Proposals in accordance with Section 14 of the Lee Valley Regional Park Act 1966 was approved.

- 30 DATE OF NEXT MEETING

It was noted that the next meeting of the Authority will be held on Thursday, 21 January 2016 at 2.00pm at Myddleton House.

- 31 **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
11	Possible Acquisition of Waverley Nursery (H Dent & Sons), Wharf Road	3

The Chairman agreed to consider the next item as a late report.

- 32 POSSIBLE ACQUISITION OF WAVERLEY NURSERY Paper A/4220/15
(H DENT & SONS), WHARF ROAD

The Director of Corporate Services introduced the report.

AUTHORITY MEETING MINUTES 26 NOVEMBER 2015

Members discussed the following items:

- How long the vendor would stay on site to clear the land.
 - Potential costs of clearing the land and risks of the land being contaminated.
 - The possibility of Network Rail closing the Wharf Road rail crossing.
- (1) **delegation of the Director of Corporate Services in consultation with the Chairman to acquire land up to the purchase price and conditions set out in paragraph 3 of Paper A/4220/15 and to agree the necessary legal documentation for the purchase of this plot in the area of land hatched in red in Appendix A of Paper A/4220/15; and**
- (2) **subject to (1) above, the sealing of the documentation in due course with Standing Orders was approved.**

33 ANY OTHER BUSINESS

- The Chairman informed Members that he would like to set up a Working Group for Members to consider to Authority's revised Property strategy. The Director of Corporate Services told Members there would be some draft terms of reference available for consideration at the Executive Committee in December.
- The Chief Executive informed Members that tickets are available for the Wheelchair Tennis Masters 2015 event, it will be running from 2-6 December at the Lee Valley Hockey & Tennis Centre.

Chairman

Date

The meeting started at 12pm and ended at 1.30pm.