

## THE AUTHORITY'S KEY DECISIONS LIST – April to July 2021 (Last up-dated on 06/04/2021)

The Lee Valley Regional Park Authority takes all key decisions in open session of the Authority or its Committees unless the matters contain 'exempt' or 'confidential' information as defined within the Local Government (Access to Information) (Variation) Order 2006.

The Authority's Key Decisions List contains details of each Committee, what the decision to be taken is, when the papers will be available and how the relevant officer can be contacted. Members of the public are entitled to obtain copies of the reports being produced for these meetings, upon which all decisions (unless otherwise stated) included on this list will be taken, unless they are confidential within the meaning of the Local Government Acts. Papers which are confidential are indicated in the final column in the plan below with the number "2". Background documents (if any) are listed on the reports and are available, subject to any prohibition or restriction on their disclosure. All the other papers (i.e. non – confidential) are available from the date shown by contacting Committee Services - [committee@leevalleypark.org.uk](mailto:committee@leevalleypark.org.uk)

Only key decisions are required to be included on the Key Decisions List. However, other expected non-key business may be included where appropriate.

Every month the period covered by the Authority's Key Decisions List will be rolled forward by one month and the Plan will be republished. Please note that the decision dates are indicative and occasionally subject to change.

All meetings are normally held at Myddelton House, Bulls Cross, Enfield unless otherwise indicated on the agenda. The agenda of the meeting will give details of venue. To view details of committee memberships, who are making these decisions, please click on the link: [Authority Members](#)

If you wish to make a presentation to the Authority about an agenda item, you will need to contact the Committee Office (as above) at least 2 working days before the meeting date to make your request. Further guidance about speaking at meetings of the Authority can be found at [Guidelines for Public Speaking at Authority and Committee meetings](#)

You are invited to address comments or queries directly to officers from this site via their email addresses.

### Officers:

Chief Executive	Shaun Dawson	<a href="mailto:sdawson@leevalleypark.org.uk">sdawson@leevalleypark.org.uk</a>
Deputy Chief Executive	Beryl Foster	<a href="mailto:bfoster@leevalleypark.org.uk">bfoster@leevalleypark.org.uk</a>
Corporate Director	Dan Buck	<a href="mailto:dbuck@leevalleypark.org.uk">dbuck@leevalleypark.org.uk</a>
Corporate Director	Jon Carney	<a href="mailto:jcarney@leevalleypark.org.uk">jcarney@leevalleypark.org.uk</a>
Head of Communications	Stephen Bromberg	<a href="mailto:sbromberg@leevalleypark.org.uk">sbromberg@leevalleypark.org.uk</a>
Committee & Member Services Manager	Sandra Bertschin	<a href="mailto:sbertschin@leevalleypark.org.uk">sbertschin@leevalleypark.org.uk</a>

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<b>Meeting:</b>		<b>Executive Committee</b>		
<b>Date/Time/Venue:</b>		<b>29 April 2021 @ 11.00am to be held by remote access</b>		
<b>Papers available:</b>		<b>On 21 April 2021 at <a href="http://www.leevalleypark.org.uk">www.leevalleypark.org.uk</a></b>		
Level of Decision	Item of Business	Summary	Report Author	Status of Paper*
Key	Conversion of Holyfield Hall Farm House from 1 into 2 Dwellings	Proposal for approval, release of funding and delegated authority to amend design	Jon Carney	Part 1
Non Key	Treasury Management Policy	Approval of updated policy for recommendation to Authority	Keith Kellard	Part 1
Non Key	Data Protection Policy and Access to Information Fees Policy	Approval of updated policy for recommendation to Authority	Beryl Foster	Part 1
Key	College of World Sport Update	Update on agreement with College of World Sport Holdings Ltd	Beryl Foster	Part 2

<b>Meeting:</b>		<b>Regeneration &amp; Planning Committee</b>		
<b>Date/Time/Venue:</b>		<b>29 April 2021 @ 12.00noon to be held by remote access</b>		
<b>Papers available:</b>		<b>On 21 April 2021 at <a href="http://www.leevalleypark.org.uk">www.leevalleypark.org.uk</a></b>		
Level of Decision	Item of Business	Summary	Report Author	Status of Paper*
Non Key			Claire Martin	Part 1

<b>Meeting:</b>		<b>Authority</b>		
<b>Date/Time/Venue:</b>		<b>29 April 2021 @ 2.00pm to be held by remote access</b>		
<b>Papers available:</b>		<b>On 21 April 2021 at <a href="http://www.leevalleypark.org.uk">www.leevalleypark.org.uk</a></b>		
Level of Decision	Item of Business	Summary	Report Author	Status of Paper*
Non Key	2021/22 Business Plan	Proposed 2021/22 Business Plan	Shaun Dawson	Part 1
Key	Financial Regulations Waivers 2020/21	List of waivers to Financial Regulations during the financial year 2020/21 in accordance with Financial Regulations	Keith Kellard	Part 1
Key	Write-off of Irrecoverable Arrears 2020/21	To note the delegated action taken by the Head of Finance to write-off any irrecoverable arrears below the value of £2,000. Amounts over this value require individual Member approval.	Keith Kellard	Part 1

**\*Part 1 papers are non-confidential, Part 2 papers are confidential.**

Non Key	Treasury Management Policy	Approval of updated policy	Keith Kellard	Part 1
Non Key	Data Protection Policy and Access to Information Fees Policy	Approval of updated policies	Beryl Foster	Part 1
Key	Lee Valley Ice Centre Redevelopment	Proposal for twin pad Ice Centre	Dan Buck	Part 2

<b>Meeting:</b>		<b>Executive Committee</b>		
<b>Date/Time/Venue:</b>		<b>27 May 2021 @ 11.00am (Venue to be advised)</b>		
<b>Papers available:</b>		<b>On 19 May 2021 at <a href="http://www.leevalleypark.org.uk">www.leevalleypark.org.uk</a></b>		
Level of Decision	Item of Business	Summary	Report Author	Status of Paper*
Non Key	Capital Programme Provisional Outturn 2020/21	Summary of capital spending compared to revised approved capital budget	Keith Kellard	Part 1
Non Key	Q4 Revenue Budget Monitoring 2020/21 Provisional Outturn	Summary of service spending compared to the budget	Keith Kellard	Part 1
Key	Annual Report on Treasury Management Activity 2020/21 and Annual Investment Strategy 2021/22	Summary of treasury management activity; approval of investment strategy; and a target rate of return for the year ahead.	Keith Kellard	Part 1
Non Key	Sickness Absence Monitoring 2020/21	Summary of employee sickness absence levels for the year compared to target	Victoria Yates	Part 1
Non Key	Redundancy Policy	Approval of updated policy for recommendation to Authority	Victoria Yates	Part 1

<b>Meeting:</b>		<b>Regeneration &amp; Planning Committee</b>		
<b>Date/Time/Venue:</b>		<b>27 May 2021 @ 12.00noon (Venue to be advised)</b>		
<b>Papers available:</b>		<b>On 19 May 2021 at <a href="http://www.leevalleypark.org.uk">www.leevalleypark.org.uk</a></b>		
Level of Decision	Item of Business	Summary	Report Author	Status of Paper*
Non Key			Claire Martin	Part 1

<b>Meeting:</b>		<b>Executive Committee</b>		
<b>Date/Time/Venue:</b>		<b>24 June 2021 @ 11.00am (Venue to be advised)</b>		
<b>Papers available:</b>		<b>On 16 June 2021 at <a href="http://www.leevalleypark.org.uk">www.leevalleypark.org.uk</a></b>		
Level of Decision	Item of Business	Summary	Report Author	Status of Paper*

**\*Part 1 papers are non-confidential, Part 2 papers are confidential.**

<b>Meeting:</b>		<b>Regeneration &amp; Planning Committee</b>		
<b>Date/Time/Venue:</b>		<b>24 June 2021 @ 12.00noon (Venue to be advised)</b>		
<b>Papers available:</b>		<b>On 16 June 2021 at <a href="http://www.leevalleypark.org.uk">www.leevalleypark.org.uk</a></b>		
Level of Decision	Item of Business	Summary	Report Author	Status of Paper*
Non Key			Claire Martin	Part 1

<b>Meeting:</b>		<b>Audit Committee</b>		
<b>Date/Time/Venue:</b>		<b>24 June 2021 @ 1.00pm (Venue to be advised)</b>		
<b>Papers available:</b>		<b>On 16 June 2021 at <a href="http://www.leevalleypark.org.uk">www.leevalleypark.org.uk</a></b>		
Level of Decision	Item of Business	Summary	Report Author	Status of Paper*
Non Key	Annual Report on the work of Internal Audit 2019/20 and Audit Plan 2020/21	Work of Internal Audit during the financial year 2019/20 and approve annual Audit Plan 2020/21	Keith Kellard	Part 1
Non Key	Annual Report on Health & Safety and Health & Safety Plan 2020/21	Work provided by the Authority's Health & Safety service provider during the financial year 2019/20 and Safety Audit Plan 2020/21	Keith Kellard	Part 1
Non Key	Annual Governance Statement	To approve the Annual Governance Statement 2020/21	Keith Kellard	Part 1
Non Key	Risk Register 2020/21	Regular monitoring	Dan Buck	Part 1

<b>Meeting:</b>		<b>Scrutiny Committee</b>		
<b>Date/Time/Venue:</b>		<b>24 June 2021 @ 2.00pm (venue to be advised)</b>		
<b>Papers available:</b>		<b>On 16 June 2021 at <a href="http://www.leevalleypark.org.uk">www.leevalleypark.org.uk</a></b>		
Level of Decision	Item of Business	Summary	Report Author	Status of Paper*
Non Key	Review of Accommodation		Jon Carney	Part 1

**\*Part 1 papers are non-confidential, Part 2 papers are confidential.**

<b>Meeting:</b>		<b>AGM</b>		
<b>Date/Time/Venue:</b>		<b>8 July 2021 @ 2.00pm (venue to be advised)</b>		
<b>Papers available:</b>		<b>On 30 June 2021 at <a href="http://www.leevalleypark.org.uk">www.leevalleypark.org.uk</a></b>		
Level of Decision	Item of Business	Summary	Report Author	Status of Paper*
Non Key	Appointment of Chairman and Vice Chairman	Members to appoint a Chairman and Vice Chairman	Beryl Foster	Part 1
Non Key	Proposed Committees and Groups for 2021/22 – Appointment of membership and Chairmen	Approval of committees, panels and groups and their membership	Beryl Foster	Part 1
Non Key	Appointments to Outside Bodies for 2021/22	Approval of appointments to outside bodies	Beryl Foster	Part 1
Non Key	Calendar of Meetings 2021/22	Approval of the calendar of meetings	Beryl Foster	Part 1
Non Key	Update on key strategic projects/initiatives	Review of key strategic projects/initiatives	Shaun Dawson	Part 1
Non Key	Presentations	Volunteers Biodiversity	Jessica Whitehead Cath Patrick	Part 1

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