



Minutes

Meeting: E20 Stadium LLP Board
Date: 2 February 2021
Location: Video Conference
Time: 14:00-16:00

Member Representatives Present:

Nicky Dunn (Chair, LLDC), Keith Edelman (LLDC), Gerry Murphy (SELH), Shanika Amarasekara (LLDC)

In attendance:

David Bellamy, Mayor's Chief of Staff, GLA
Lyn Garner, Chief Executive, LLDC
Graham Gilmore, Chief Executive, London Stadium
Darren Raczkowski, Operations Director, London Stadium
Peter Swordy, Director of Health, Safety and Compliance, London Stadium
Ashish Sharma, Chief Financial Officer, London Stadium
Alan Skewis, Head of Capital Projects, London Stadium
Mark Camley, Executive Director, Park Operations and Venues, LLDC
Ed Stearns, Director of Marketing and Communications, LLDC
Milena Harris, Head of Legal, E20 Stadium LLP
Nathan Homer, Chief Commercial Officer, E20 Stadium LLP
Tom Gee, Financial Controller, LLDC
Rachel Massey, Director of Governance, LLDC
[REDACTED] Secretariat, LLDC
[REDACTED] Secretariat, LLDC

Apologies: Richard Irish, LLDC

1. Welcome and minutes of the previous meeting

- 1.1. The Chair welcomed members to the Board.
- 1.2. The Board **approved** the minutes of the previous meeting held on 15 December 2020.


2. Actions from the previous meeting and matters arising

- 2.1. There were no outstanding open actions from previous meetings.
- 2.2. The Board **noted** the action table.

3. Health and Safety Report

- 3.1. Peter Swordy presented the Health and Safety report to the Board and highlighted the following:
 - 3.1.1. There had been one return of spectators to a game prior to the government guidelines being changed, which had 1700 attendees. There had been some issues with fans claiming mask exemptions which may prove challenging at future matches. The team are in discussions with the relevant safety authority on this. There were some queuing issues at half time, though nothing significant was reported. There was good feedback from press and other bodies.
 - 3.1.2. There had been one near miss reported in the period (minor electric shock). A review of method of management and potential alternate solutions will take place going forward.
 - 3.1.3. A Health & Safety manager had been appointed, and there had been good progress on other recruitments.
- 3.2. **The Board noted the Health and Safety Report.**

4. CEO Report / Covid-19 Update

- 4.1. Graham Gilmore presented the CEO Report to the Board and highlighted the following:
 - 4.1.1. There had been 2 members of staff test positive for Covid-19 in the period. Both are now well and have returned to work.
 - 4.1.2. The team had been split into two to mitigate the risk of a Covid-19 outbreak. The two teams now work on alternate games.
 - 4.1.3. All staff/visitors must continue to complete a medical declaration form prior to entry to the Stadium.
 - 4.1.4. WHU: A successful away match screening was conducted on 31 October 2020. BCD matches and the Covid-19 testing regime continue.
- 4.2. Alan Skewis summarised sections 8 and 9 on seat transitions and the west stand to the Board and noted that a further paper on seat transitions would be brought to the March Board. David Bellamy noted that it is important to understand the cost liabilities in relation to the seat transition.
- 4.3. Concerts: 
- 4.4. Darren Raczkowski summarised section 10 on procurement of the report for the Board and noted the following:
 - 4.4.1. Procurement training had been delivered to all LS185 staff.
 - 4.4.2. There was one active procurement (Fire Main) and several procurements in the pipeline.

- 4.4.3. [REDACTED] secondment as Senior Procurement Manager was due to end earlier than anticipated and there are ongoing discussions on how to take this work forward.
- 4.5. Graham Gilmore highlighted the following from the remainder of the CEO report:
 - 4.5.1. [REDACTED]
 - 4.5.2. London Stadium had progressed to the 2nd stage of the MLB bid. [REDACTED]
 - 4.5.3. [REDACTED]
 - 4.5.4. Lots of work had taken place on the floodlights in the Stadium which will be amongst the best systems in the UK.
- 4.6. Shanika Amarasekara raised a point on procurement and asked if LS185 were fully across the recent procurement law changes. Gerry Murphy confirmed that LLDC had engaged with TfL on the matter and expect to discuss further at a future Board meeting.
- 4.7. **The Board noted the CEO update.**

5. Finance Update

- 5.1. Ashish Sharma presented the Finance Update to the Board and made the following highlights:
 - 5.1.1. [REDACTED]
 - 5.1.2. [REDACTED]
 - 5.1.3. [REDACTED]
- 5.2. David Bellamy gave an update on the Mayor's response to the London Assembly's Budget and Performance Committee including correcting factual errors in the report.
- 5.3. **The Board noted the Finance update.**

6. Marketing Sponsorship and Park Assets Strategy

- 6.1. Nathan Homer presented the Marketing, Sponsorship and Park Assets Strategy to the Board.
 - 6.1.1. [REDACTED]

6.1.2. [REDACTED]

6.1.3. [REDACTED]

6.1.4. [REDACTED]

6.2. **The Board noted the Marketing Sponsorship and Park Assets Strategy**

7. Stadium Naming Rights Update

7.1. Nathan Homer provided a verbal update on Stadium Naming Rights. He noted that:

7.1.1. [REDACTED]

7.1.2. [REDACTED]

7.2. **The Board noted the Stadium Naming Rights Update.**

8. AOB

8.1. There was no other business.

8.2. The meeting concluded at 3.40pm.