



Minutes

Meeting: E20 Stadium LLP Board

Date: 30 March 2021

Location: Video Conference

Time: 14:00-16:00

Member Representatives Present:

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

In attendance for items 1-11:

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
Richard Irish, Director of Finance, LLDC
Rachel Massey, Director of Governance, LLDC

In attendance for items 1-12:

David Bellamy, Mayor's Chief of Staff, GLA
Lyn Garner, Chief Executive, LLDC
Sarah Perry, Director of HR, LLDC
[REDACTED] Secretariat, LLDC

Apologies: Shanika Amarasekara

1. Welcome and minutes of the previous meeting

- 1.1. The Chair welcomed members to the Board and noted apologies from Shanika Amarasekara.
- 1.2. The Board **approved** the minutes of the previous meeting held on 2 February 2021.

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 several BCD matches held at the Stadium in the period with no significant issues. New protocols would be introduced for the 23 May match with up to 10,000 spectators, but these had not yet been confirmed by the Premier League at the time of the meeting.
 - 3.1.2. LS185 staff continue to work from home during the Covid-19 period. There had been no employee infections since the last meeting.
 - 3.1.3. The Government roadmap out of lockdown had been clarified since the last report.
 - 3.1.4. LS185 Health and Safety manager appointed in January 2021 had been progressing well.
- 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. Two members of staff had recovered from Covid-19 and since returned to work. There had been no reports from contractors regarding any Covid-19 related issues. Several members of staff had been vaccinated in the period.
 - 4.1.2. A working group had been convened to work on options for using Stadium and event spaces in line with Government restrictions. Once finalised this information will be marketed to a range of promoters, companies and agencies to try and maximise revenue in the summer event period.
 - 4.1.3. WHU BCD matches and Premier League testing regime continues and planning has commenced for the final match of the season on 23 May 2021.
[REDACTED]
 - 4.1.5. The London Community Track reopened on 29 March 2021 as per government guidelines.
[REDACTED]
[REDACTED]
 - 4.1.8. [REDACTED] secondment has come to an end and the LLDC procurement team is supporting on a number of projects in progress in the interim. Replacement support is currently being finalised.
 - 4.1.9. The Chair requested an overview to clarify any implications of Brexit on procurement. **[Action: Gerry Murphy/Milena Harris].**

4.1.10. Since the Government release of the roadmap, there had been a significant upturn in the volume and quality of conversations with clients.

[REDACTED]

4.1.12. There are continued significant savings on facilities management with Vinci.

4.2. Alan Skewis outlined the results of the annual structural survey, which highlighted a number of works to be undertaken. An annual roof survey had also been completed and recommendations were being considered.

4.3. The Board noted the CEO update.

5. E20 Group 2021/22 Budget

5.1. Ashish Sharma presented the E20 Group 2021/22 Budget to the Board and noted the following:

5.1.1. This had been presented and approved at the LS185 Board on 23 March.

5.1.2. The proposed LS185 budget for 2021/22 reflects the updated E20 Group 5-Year Plan presented to the Board in December 2020. [REDACTED]

5.1.3. [REDACTED]

5.1.4. The risks to the LS185 budget were outlined as at section 6 and it was noted that due to Covid-19 restrictions, predictions on commercial revenue were unlikely to be achieved and this is reflected in the updated forecast. The forecast reflects changes that have occurred since November 2020, including the impact of the national lockdown (from January 2021) and the Government's roadmap out of lockdown in 2021. [REDACTED]

[REDACTED] It was agreed to include a worse-case scenario forecast in future reports [Action: Ashish Sharma]

5.2. Gerry Murphy noted that the overall LLDC Budget accommodates funding aligned with the 5 Year Plan and the rationale was that the forecast had been as transparent as possible as it was not possible to know how the year would progress at the time of LLDC Budget submission.

5.3. The Board:

5.3.1. **Approved** the proposed consolidated 2021/22 budget for E20 and LS185, and;

5.3.2. **Noted** the updated 2021/22 forecasts and key risks in sections 6 and 7 of the report.

6. E20 2021/22 Capital and Lifecycle Plan and 2020/21 Update

- 6.1. Alan Skewis presented the E20 2021/22 Capital and Lifecycle Plan and 2020/21 update to the Board, and noted the following:

[REDACTED]

[REDACTED]

- 6.1.3. Many lifecycle projects and investments were to be delayed due to Covid and the team are proposing to fund key items that are absolutely essential.

[REDACTED]

- 6.3. The Board:

- 6.3.1. **Noted** the forecast position at the end 2020/21

- 6.3.2. **Approved** the 2021/22 Capital and Lifecycle Plan [REDACTED]

7. **West Stand Update**

- 7.1. Alan Skewis presented the West Stand Update to the Board and reported:

[REDACTED]

[REDACTED]

- 7.1.3. The Board was supportive [REDACTED] but agreed clarity was required on return on investment for phase 1 before it could consider the recommendations as set out in the report.
[Action: Alan Skewis]

[REDACTED]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

9. Stadium Naming Rights Update

- 9.1. Nathan Homer presented a verbal update to the Board.
- 9.2. There had not been significant movement since the last meeting. [Redacted]
- 9.3. The Board **noted** the Stadium Naming Rights update.

10. Scheme of Delegations

- 10.1. Nathan Homer presented the updated Scheme of Delegations to the Board and noted that this had been presented to and approved at the LS185 Board on 23 March 2021.
- 10.2. The Board **approved** the updated Scheme of Delegations.

11. AOB

- 11.1. There was no other business.

█ [REDACTED]
█ [REDACTED]

█ [REDACTED]
█ [REDACTED]

█ [REDACTED]
█ [REDACTED]

The meeting concluded at 3.55pm.

DRAFT