

Minutes of the Meeting of the Board of the London Legacy Development Corporation

Meeting date: 19 February 2013
Time: 2pm
Venue: Rooms 1-3, LLDC, Level 10, 1 Stratford Place, London E20 1EJ

PRESENT: Boris Johnson (Chair)
Sonita Alleyne
Nick Bitel
Neale Coleman (Deputy Chair)
Nicky Dunn
David Edmonds
David Gregson
Baroness Grey-Thompson
Keith Edelman
Philip Lewis
Lord Mawson
Lutfur Rahman
Jayne McGivern
Jules Pipe
Sir Robin Wales (until 2.30pm)
Councillor Mark Rusling (attended for Chris Robbins in his absence)

APOLOGIES: Chris Robbins
David Ross

IN ATTENDANCE: Dennis Hone (Chief Executive)
Jonathan Dutton, Executive Director of Finance and Corporate Services
Jan Boud, General Counsel
Duncan Innes, Executive Director of Real Estate
Kathryn Firth, Chief of Design (item 8)
Colin Naish, Executive Director of Infrastructure (items 9, 13 and 14)
Paul Brickell, Executive Director of Regeneration and Community Partnerships (item 17)
Victoria O'Byrne, Director of Communications and Public Affairs
Rachel Massey, secretariat
Sir Edward Lister, Mayor's Observer to the Board
Michelle Reeves, GLA and Mayor's Observer to the Committees

1 Welcome and apologies for absence

- 1.1 The Chair welcomed Board members and members of the press and public to the meeting.
- 1.2 The Chair noted the apologies from David Ross and Chris Robbins. He welcomed Councillor Mark Rusling who was attending on behalf of Chris Robbins.

2 Declarations of Interest

- 2.1 The Chair noted that members had declared registrable interests in line with the standing orders and asked Board members to confirm if they had any interests or additional interests to be declared relating to matters listed on the agenda other than those already made included in the register.
- 2.2 The following new declarations were made:
- (a) David Gregson noted a new interest as the Chairman of the Lawn Tennis Association.
 - (b) Sir Robin Wales noted that he would leave the meeting for items relating to the stadium.
- 2.3 No other new declarations or declarations relating to matters listed on the agenda were raised by Board members.

3 Minutes

- 3.1 The minutes of the meeting on 5 December 2012 had been circulated with the papers. The Board **APPROVED** the minutes as an accurate record of the meeting for the Chair to sign.
- 3.2 The following matters arising were noted in relation to the Governance Review item discussed at the previous meeting:
- (a) Further to the discussion about appointing a new LLDC representative to The Legacy List board following the end of Liz McMahan's term as a LLDC board member, it has been confirmed that she will remain a Director of The Legacy List until her term comes to an end in May 2014, she resigns, or is removed from the Board either by The Legacy List or by LLDC.
 - (b) Further to the delegation to the Mayor to appoint new Board members to committees subject to consultation with the chairs of each committee, the Mayor appointed: Tanni Grey-Thomson to the Audit Committee and Park Opening and Operations Committee; David Ross to the Regeneration and Communities Committee; and Neale Coleman to the Park Opening and Operations Committee, Regeneration and Communities Committee, Investment Committee and Chairman's Committee (as Deputy Chair).

4 Chief Executive's report

- 4.1 The Chief Executive introduced Report 1 which provided an update on major LLDC projects and activities and also included the Quarterly Corporate Performance Report for October-December 2012. The Chief Executive highlighted the following:
- (a) The transformation programme is on track and the LLDC's Job and Apprenticeship Brokerage project has created 54 apprenticeships on the Park.
 - (b) Live Nation announced that it will provide a series of concerts and events in the Stadium and North Park in summer 2013 including the Wireless Festival on 12 and 13 July 2013.
 - (c) The 2013 British Athletics London Grand Prix will be held at the Olympic Stadium on the weekend of 27 July 2013.

- (d) "Park in Progress" tours were launched allowing people to buy tickets to visit the ArcelorMittal Orbit.
 - (e) BT Sport took occupancy on 1 February 2013 of the Broadcast Centre.
- 4.2 The Chair invited questions and a query was raised on how the Park was being integrated into the local boroughs for example in terms of security and CCTV. The Chief Executive noted a Park Operations Forum would be established to strengthen senior level relationships with the boroughs on these and other issues.
- 4.3 Board members asked for a note on the reportable incidents that were mentioned in the report to be circulated.
- 4.4 The Board **NOTED** the Chief Executive's report.

5 Report of the meeting of the Planning Decisions Committee held on 11 December 2012 and 15 January 2013

- 5.1 The Chair of the Planning Decisions Committee, Philip Lewis, introduced Report 2 which provided an update on the recent committee meetings in December and January. The Board **NOTED** the report.

6 Report of the meeting of the Investment Committee held on 29 January 2013

- 6.1 The Chair of the Investment Committee, David Edmonds, introduced Report 3 which provided an update on the recent committee meeting. The Board **NOTED** the report.

7 Opening of LLDC trading bank accounts

- 7.1 The Executive Director of Finance and Corporate Services introduced Report 4 which sought approval to open two bank accounts to support LLDC trading activities at the ArcelorMittal Orbit and 3 Mills Studios.
- 7.2 The Board **APPROVED** the opening of two additional bank accounts for transactions relating to LLDC's trading activities at the ArcelorMittal Orbit and 3 Mills Studios.

8 Quality Review Panel update

- 8.1 The Chief of Design introduced Report 5 which provided an update on the independent work of the Quality Review Panel (the Panel) established by LLDC to promote high quality design and to provide advice to LLDC and other developers working in the Development Corporation area. The Panel was established in August 2012 and was working well. The Board **NOTED** the report which provided a summary of the schemes reviewed to date.

9 Transformation external assurance – December 2012

- 9.1 The Executive Director of Infrastructure introduced Report 6 which provided an update on the recent External Assurance Review on Transformation delivery confidence undertaken in December 2012 by members of LLDC's Independent External Advisory Group (the group). The Executive Director of Infrastructure noted that the main findings were that this was a well managed programme and on schedule, but there was concern raised over the number of changes involved. The Chair of the Investment Committee noted that the Committee had

discussed the report in detail at its meeting including how the changes are being managed within the overall programme. The Investment Committee's recommendation was that this type of assurance could be provided in house going forward.

- 9.2 The Board **NOTED** the principal findings and recommendations of the External Assurance Review and **NOTED** the Investment Committee's recommendation that no further External Assurance Reviews will be undertaken by the group.

10 Any urgent business

- 10.1 The Chair noted that he did not have any urgent business to raise in this part of the meeting.

11 Exclusion of the press and public

- 11.1 The Board **AGREED** to exclude the public and press from the meeting, in accordance with Section 100A(4) of the Local Government Act 1972 (the Act), for the next items of business on the grounds that it would be likely to involve the disclosure of exempt information as defined in Part 1, paragraph 3 of Schedule 12A of the Act as it 'relates to the financial or business affairs of any particular person (including the MDC holding that information)'.
11.2 The members of the press and public left at 2.25pm.

12 Minutes of the private session on 5 December 2012

- 12.1 The minutes of the meeting on 5 December 2012 that contained exempted information had been circulated with the papers. The Board **APPROVED** the minutes as an accurate record of the meeting for the Chair to sign.

13 Exempt supplemental information relating to item 4 - Transformation monthly programme dashboard

- 13.1 The Executive Director of Infrastructure introduced the Transformation monthly programme dashboard highlighting any variances in milestones and delivery costs and any new risks and issues that had arisen.
13.2 The Board **NOTED** the Transformation monthly programme dashboard.

14 Transformation external assurance – December 2012

- 14.1 The Board **NOTED** the Report 7 and the principal findings and recommendations of the External Assurance Review and **AGREED** the Investment Committee's recommendation that no further External Assurance Reviews will be undertaken by the group.

15 UK Athletics agreement

- 15.1 The Executive Director of Real Estate introduced Report 8 which set out the key terms of the Access Agreement with UK Athletics (UKA) that will grant UKA priority use of the Olympic Stadium during a fixed period each year. The Executive Director of Real Estate noted that LLDC, with support from the London Borough of Newham, have been negotiating the Access Agreement with UKA.

- 15.2 Sir Robin Wales left the meeting at 2.30pm.
- 15.3 David Edmonds, David Gregson and Nicky Dunn declared an interest as Board Members of E20 Stadium Limited Liability Partnership (E20 LLP).
- 15.4 The Board **ENDORSED** the: proposed principal terms of the Access Agreement; finalisation of negotiations with UKA; and for the Board of the E20 Stadium Limited Liability Partnership (E20 LLP) to enter into the Agreement with UKA as the Grantor.

16 Legacy Communities Scheme delivery

- 16.1 The Executive Director of Real Estate introduced Report 9 on the delivery phasing of the Legacy Communities Scheme.
- 16.2 The Board **NOTED** the report and **ENDORSED** the further work to be undertaken to review the phasing strategy.

17 Legacy Communities Scheme schools delivery

- 17.1 The Executive Director of Regeneration and Community Partnerships introduced Report 10 on the delivery of schools within the Legacy Communities Scheme.
- 17.2 The Board **NOTED** the report and **AGREED** the principle of early delivery of schools to support housing developments and to the principle of submitting joint bids with local boroughs for capital funding.

18 Budget pressures

- 18.1 The Executive Director of Real Estate introduced Report 11 on the medium term budget pressures facing the Legacy Corporation.
- 18.2 The Board **NOTED** the report.

19 Stadium concessions competition

- 19.1 The advisors to the LLDC on the stadium concessions competition, David Lee from Allen & Overy and Majid Ishaq and Roland Oakshett from Rothschilds, joined the meeting.
- 19.2 The Chief Executive introduced Report 12 on the stadium concessions competition and provided an update on the negotiations with the first ranked bidder, West Ham United (WHU).
- 19.3 The Board **NOTED** the report and **AGREED** that the LLDC should progress the negotiations with WHU on the basis of the report and discussion. Subject to agreeing a satisfactory position, the Board **ENDORSED** E20 Stadium LLP (LLP) to enter into the concessions agreement and **DELEGATED** to the Chief Executive to enter into the associated agreements.

20 Any urgent business

- 20.1 The Chair did not have any urgent business to raise in this part of the meeting.

21 Close

- 21.1 The meeting closed at 3.50pm.

Signed

Date