

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

Meeting date: 15 October 2012
Time: 3.30pm
Venue: Rooms 1-3, LLDC, Level 10, 1 Stratford Place, London E20 1EJ

PRESENT: Sonita Alleyne
Nick Bitel
Nicky Dunn
David Edmonds
David Gregson
Sir Edward Lister
Philip Lewis
Lord Mawson
Lutfur Rahman (from 3.40pm)
Robert John
Jayne McGivern
Elizabeth McMahan
Jules Pipe

APOLOGIES: Boris Johnson
Keith Edelman
Chris Robbins
Sir Robin Wales

IN ATTENDANCE: Neale Coleman (Mayor's observer)
Dennis Hone (Interim Chief Executive)
Jonathan Dutton (Executive Director of Finance and Corporate Services)
Jan Boud (General Counsel)
Vivienne Ramsey (Director of Planning Policy and Decisions)
Alex Savine (Chief Planner – Policy and Relationships)
Colin Naish (Executive Director of Infrastructure)
Rachel Massey (Secretariat)

1 Welcome and apologies for absence

- 1.1 In the absence of the Chairman due to an urgent personal matter, the Board noted that in accordance with the standing orders, they should choose one of their number to act as Chair of the meeting. Sir Edward Lister was proposed and the Board **AGREED** that he should chair the meeting.
- 1.2 The Chair welcomed Board members and members of the press and public to the meeting.
- 1.3 The Chair noted the apologies from Boris Johnson, Keith Edelman, Chris Robbins and Sir Robin Wales.

2 Declarations of Interest

- 2.1 The Chair noted that members had declared registrable interests in line with the standing orders.
- 2.2 The Chair noted that he had a conflict related to items 9 and 10 on the Local Plan and the Statement of Community Involvement and it was **AGREED** that David Edmonds would chair the meeting for these two items.
- 2.3 No other new declarations or declarations relating to matters listed on the agenda were raised.

3 Minutes

- 3.1 The minutes of the meeting on 27 September 2012 had been circulated with the papers. The Board **APPROVED** the minutes as an accurate record of the meeting for the Chair to sign.

4 Chief Executive's report

- 4.1 The Interim Chief Executive introduced Report 1 which provided an update on major LLDC projects and activities. The Executive Director of Finance and Corporate Services introduced the quarterly Corporate Performance report noting that the capital spend for the first six months was £35m versus a £36m budget and that the LLDC was about to embark on a period of significant capital expenditure over the rest of the financial year. He noted that programme expenditure is slightly under budget but expected to be in line for the full year.
- 4.2 The Chair invited questions and the following points were raised:
 - (a) A clarification query was raised about the governance review. It was confirmed that this was being undertaken by the Interim Chief Executive and Neale Coleman and would report back to the December board.
- 4.3 The Board **NOTED** the Chief Executive's report.

5 Report of the meeting of the Communities Committee held on 3 October 2012

- 5.1 The Chair of the Communities Committee, Andrew Mawson, introduced the Report 2 which provided an update on the recent Communities Committee meeting which discussed the draft food and ticketing strategies for the Queen Elizabeth Olympic Park. He noted that the food strategy aimed to encourage small businesses to get involved in food and beverage opportunities on the Park and that the strategies were recommended to the Board subject to the amendments suggested by the Committee. The Board **NOTED** the report.

6 Report of the meeting of the Stadium Committee held on 9 October 2012

- 6.1 David Edmonds noted that he had been asked by the LLDC Chairman to chair the Stadium Committee. He introduced Report 3 which provided an update on the recent committee meeting which discussed and noted a report on the stadium concessions competition. There is an update on the stadium in the private section of the Board meeting. The Board **NOTED** the report.

7 Report of the meeting of the Resources and Remuneration Committee held on 24 September and 12 October 2012

- 7.1 Philip Lewis, who chaired the recent Resources and Remuneration Committee meetings on the CEO recruitment process, introduced Report 4. He noted that the committee met on 12 October and agreed a short list to take forward to the next stage of the process, the interviews on 23 October. The Board **NOTED** the report.

8 Delegation for the appointment of a chief executive

- 8.1 Philip Lewis introduced Report 5 which sought the approval to delegate to the LLDC Chairman the appointment of a new chief executive on the basis of the recommendation by the Resources and Remuneration Committee.
- 8.2 It was noted that the Resources and Remuneration Committee was interviewing candidates on 23 October and would recommend a suitable candidate or candidates to the LLDC Chairman to meet and interview.
- 8.3 The Board **AGREED to DELEGATE** authority to the LLDC Chairman to make the final appointment of a chief executive on the basis of the Committee's recommendation, and **AGREED** that if the Chairman did not follow the recommendation and make an appointment then the matter should be referred back to the Board.
- 8.4 Lutfur Rahman joined the meeting at this point.

9 Local Plan, Local Development Scheme

- 9.1 Sir Edward Lister handed the chair to David Edmonds as agreed under item 2 above.
- 9.2 The Director of Planning Policy and Decisions introduced Report 6 and a presentation on the Local Plan and Local Development Scheme which set out the context and programme for developing the Legacy Corporation's Local Plan and its Community Infrastructure Levy Charging Schedule
- 9.3 The following points were highlighted in the presentation:
- (a) Local planning authorities, such as the LLDC, are required to prepare local development documents for their area including a Local Plan.
 - (b) The London Plan and Olympic Legacy Supplementary Planning Guidance sets the strategic context for the Local Plan. The Local Plan will also build on existing Borough planning policy and Area Action Plans and LLDC will work with boroughs and GLA on the evidence base and plan development.
 - (c) The Local Plan needs to set a vision for the Legacy Corporation during the 15 year life of the Plan. The vision will require input from the Board and be developed through consultation with community and stakeholders. The vision will build on those in the local borough plans and the London Plan.
 - (d) The programme to develop the Local Plan typically takes three years but the aim is to adopt the Local Plan in autumn 2014 following several periods of consultation and an examination.
 - (e) The LLDC is also proposes to prepare a Community Infrastructure (CIL) Charging Schedule for the Legacy Corporation area. The CIL is a per sqm charge on new floorspace of 100 sqm (gross internal area) or more to fund infrastructure to support the development of the area. It is set out in a CIL Charging Schedule which must be evidence based, subject to public consultation and examination and be regularly reviewed.

- (f) The LLDC will also be preparing an Infrastructure Delivery Plan which is a piece of key evidence for the Local Plan and CIL.
 - (g) The programme to develop the CIL includes evidence gathering, stakeholder engagement and consultation, submission to Secretary of State, and an examination. The aim is to adopt the schedule by April 2014.
- 9.4 The Chair invited questions and the following points were raised:
- (a) A query was raised about neighbourhood plans. The Director of Planning Policy and Decisions noted that if these were be put forward by a neighbourhood forum before the Local Plan was adopted, these would need to follow the borough plans.
 - (b) The importance of consulting with the third sector and business sectors who have experience of delivering practical projects in the area. The Director of Planning Policy and Decisions noted that her team were currently identifying any gaps in the groups being consulted.
 - (c) A query was raised about the main risks to the programme. The Director of Planning Policy and Decisions noted that the CIL programme could be impacted if there are a large number of objections during the examination period, but that overall the Local Plan and CIL programmes were achievable particularly if there was regular Board engagement. The Interim Chief Executive noted that there were controls in place to achieve the programme and there would be regular progress updates to Board.
- 9.5 The Board **APPROVED** the Local Development Scheme as attached at Appendix 1 of Report 6 and the programme for preparation of the Legacy Corporation Local Plan and CIL Charging Schedule that it contains.
- 9.6 The Board **AGREED** that, if approved, the scheme will take effect from the date of the Board approval.
- 9.7 The Board **DELGATED** authority to the Director of Planning Policy and Decisions to make minor changes to the document if required.

10 Statement of Community Involvement

- 10.1 The Director of Planning Policy and Decisions introduced Report 7 which sought approval of to undertake public consultation on the Legacy Corporation's Draft Statement of Community Involvement which sets out how the community will be involved in the preparation of local planning policy documents and in the processing and consideration of planning applications.
- 10.2 The following points were highlighted in the presentation:
- (a) The Statement of Community Involvement is a legislative requirement and is itself subject to public consultation.
 - (b) The programme includes public consultation in 2012 and adoption by March 2013.
- 10.3 The Director of Planning Policy and Decisions noted an amendment to the recommendations in section 2 of the report whereby the Board would also be asked to adopt the Statement of Community Involvement subject to any minor amendments arising from the consultation.
- 10.4 The Board **APPROVED** the Statement of Community Involvement as attached at Appendix 1 of Report 7 for the purposes of formal public consultation.

- 10.5 The Board **DELEGATED** authority to the Director of Planning Policy and Decisions to make minor changes to the document if required.
- 10.6 The Board **AGREED** to adopt the Statement of Community Involvement subject to any minor amendments arising from the consultation.

11 Any urgent business

- 11.1 Sir Edward Lister resumed the Chair and noted that he did not have any urgent business to raise in this part of the meeting.

12 Exclusion of the press and public

- 12.1 The Board **AGREED** to exclude the public and press from the meeting, in accordance with Section 100A(4) of the Local Government Act 1972, 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)'.
- 12.2 The members of the press and public left at 4.08pm.

13 Minutes of the private session on 27 September 2012

- 13.1 The minutes of the meeting on 27 September that contained exempted information had been circulated.
- 13.2 The Board **APPROVED** the minutes as an accurate record of the meeting for the Chair to sign.

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

- 14.1 Nick Bitel noted an interest as the London Marathon Trust had offered to fund a warm up track but no application for funding had yet been made.
- 14.2 The Executive Director of Infrastructure introduced the Transformation monthly programme dashboard highlighting is any variances in milestones and delivery costs and any new risks and issues that had arisen. It was noted that the LLDC were investigating potential TUPE related costs in relation to security staff on the Park.
- 14.3 The Board **NOTED** the Transformation monthly programme dashboard.
- 14.4 The Interim Chief Executive also provided a verbal update on the Waterden Road design, which is part of the transformation programme. Nick Bitel left the meeting at this point due to a conflict of interest as the Chief Executive of the London Marathon which was a partner in the London & Surrey Cycle Partnership which is managing the Ride London event in the north park.
- 14.5 Nick Bitel rejoined the meeting following the update.

15 Stadium verbal update

- 15.1 The Interim Chief Executive and the Chair of the Stadium Committee provided a verbal update on the stadium concessions competition.

16 Any urgent business

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

17 Close

17.1 The meeting closed at 5.10pm.

Signed

Date