

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

Date: Tuesday 17 September 2013
Time: 10.00 am
Venue: LLDC meeting rooms 1 and 2, Level 10, 1 Stratford Place,
Montfichet Road, London, E20 1EJ

Present: Boris Johnson (Chair)
Neale Coleman (Deputy Chair)
Nick Bitel
Nicky Dunn
Keith Edelman
David Edmonds
Baroness Grey-Thompson DBE
Philip Lewis
Lord Mawson
Jayne McGivern
Jules Pipe
David Ross
Sir Robin Wales

In Attendance: Jan Boud, General Counsel
Paul Brickell, Executive Director of Regeneration and Community
Partnerships
Jonathan Dutton, Executive Director of Finance and Corporate
Services
Dennis Hone CBE, Chief Executive Officer
Sally Hopper, Head of HR
Rosanna Lawes, Director of Development
Rachel Massey, Secretariat
Colin Naish, Executive Director of Infrastructure
Victoria O'Byrne, Director of Communications and Public Affairs
Michelle Reeves, Olympic Park Legacy Manager, GLA
Sue Riley, GLA Secretariat
Ed Williams, GLA Secretariat

1 Apologies for Absence

- 1.1 Apologies for Absence were received from Sonita Alleyne, David Gregson, Lutfur Rahman and Chris Robbins. Sir Edward Lister, the Mayor's Observer to the Board had also sent apologies.

2 Declarations of Interest

- 2.1 The Chair noted that Members had declared registerable interests in line with the relevant Standing Orders and asked Board Members to confirm if they had any interests or additional interests to be declared related to matters listed on the agenda other than those already made and included in the register.
- 2.2 Neale Coleman, Deputy Chairman, declared an interest in Item 20 (District Energy Secondary Networks Update) in his capacity as an Olympic Delivery Authority (ODA) Board Member and left the meeting during discussion of that item.
- 2.3 Members of the E20 LLP board, declared interests at items 11 and 17.

3 Minutes of Previous Meeting on 23 July 2013

- 3.1 The minutes of the meeting held on 23 July 2013 had been circulated with the papers.
- 3.2 **It was agreed that the minutes of the meeting of the Board held on 23 July 2013 be signed by the Chair as a correct record.**

4 Matters Arising

- 4.1 **The Board noted the Actions List.**

5 Chief Executive's Report

- 5.1 The Chief Executive introduced the report providing progress updates on the activities of the London Legacy Development Corporation (LLDC) since the last meeting, and the related programme dashboard paper on Part 2 of the agenda.
- 5.2 The Chair updated the Board on the recent media coverage of his suggestion to relocate the 9/11 Memorial sculpture to the Queen Elizabeth Olympic Park. This was a decision that would be taken by the LLDC Board, but a proposal that the Chair would strongly endorse.
- 5.3 The Chief Executive highlighted the following:
 - (a) The soft opening of the Park took place on 29 July with over 135,000 visitors in the first month. In total, over 700,000 people had visited the Park to attend the summer events. A breakdown of the overall cost of these events was summarised in the dashboard in Part 2 of the agenda.
 - (b) Three significant contracts had been issued in relation to the Stadium including roof and enabling works.
- 5.4 **It was agreed that the LLDC Board consider the relocation of the 9/11 Memorial sculpture to the Queen Elizabeth Olympic Park at a future meeting.**

5.4 The report was noted.

6 Report of the Meeting of the Planning Decisions Committee Held on 23 July 2013

6.1 Nick Bitel, a member of the Planning Decisions Committee, introduced the report which provided an update on the meeting held on 25 June 2013, at which a report relating to a residential led mixed use scheme at Chobham Farm was considered. The Committee had also considered applications for Wingate House at Warton Road and William Guy Gardens, which had been refused based on the quality of the designs submitted.

6.2 The report was noted.

7 Report of the meeting of the Audit Committee Held on 3 September 2013

7.1 Keith Edelman, Chair of the Audit Committee, presented the report which provided an update from the meeting held on 3 September 2013.

7.2 The Committee had approved the internal audit plan for 2013/14, subject to some changes, and recommended the draft accounts to the Board for approval, which were being considered later in the meeting.

7.3 The report was noted.

8 Report of the meeting of the Investment Committee held on 9 September 2013

8.1 The Chair introduced the report which provided an update on the Investment Committee meeting held on 9 September 2013, which included discussions on the Legacy Communities Scheme – Phase 2, and the District Energy Secondary Networks Update, which were being considered later in the meeting, as well as the Legacy Communities Scheme Schools Delivery – Next Phase.

8.2 Positive progress was being made by the E20 Stadium Limited Liability Partnership.

8.3 The report was noted.

9 2012/13 Statement of Accounts

9.1 The Executive Director of Finance and Corporate Services introduced the paper recommending approval of the Annual Report and Statement of Accounts for 2012/13.

9.2 The draft accounts were unqualified, but the external auditors, Ernst & Young,

proposed to issue a qualified opinion on the LLDC's arrangements for securing economy, efficiency and effectiveness (value for money) in the use of resources. It was reported that following the Audit Committee meeting on 3 September 2013, the Executive Director of Resources at the GLA had written to Ernst & Young clarifying the LLDC's financial position and confirming the GLA's commitment not to leave the Corporation in an under-funded position. The external auditors were reviewing this information and a delegation was requested from the Board for the Chief Executive and the Executive Director of Finance and Corporate Services to finalise the wording of the value for money audit opinion with the external auditors.

9.3 It was noted that the accounts showed a loss for the year following the use of merger accounting practices for the introduction of the asset transferred from the ODA to the accounts of the LLDC.

9.4 The deadline for publication of the accounts was 30th September 2013.

9.5 It was agreed that the Board adopt the 2012/13 Annual Report and Statement of Accounts, subject to the Chief Executive and the Executive Director of Finance and Corporate Services being given delegated authority to agree the final wording of the value for money opinion, in consultation with the external auditors.

10 Staff Pay Award and One Organisation Update

10.1 The Head of Human Resources presented the report updating the Board on the staff pay award and the One Organisation programme.

10.2 The GLA Olympic Park Legacy Manager confirmed that GLA Finance was currently reviewing the proposals for the staff pay award as LLDC was required to consult with the Mayor on pay and conditions.

10.3 Confirmation was sought that no employee of the LLDC was being paid less than the London Living Wage (LLW), including all staff who were sub-contracted. Officers advised the Board that no direct LLDC employees were paid under the LLW and that Tier 1 contractors pay the LLW and this is audited as part of the assurance process. The Executive Director of Regeneration and Community Partnerships noted that LLDC works with partners to ensure, as far as was possible, that all site workers were employed in accordance with the Labour Agency Voluntary Accord. It was suggested that the LLDC should be clear about where the LLW is paid including whether it is paid to all sub-contractors in all cases.

10.5 The Board:

(a) Noted the pay award outlined in the report and agreed that the Chairman's Committee receive further updates on the One Organisation programme, and in particular the pay and grading element of this programme; and

(b) Agreed that Sir Robin Wales be provided with details as to the assurance process used by the LLDC to ensure all workers employed either directly

or in-directly by the LLDC were paid the LLW and that a further report be submitted to a future meeting on this issue.

11 Authority to Sign on Behalf of E20 Stadium LLP

11.1 General Counsel introduced the report requesting approval for authorised signatories for legal documents.

11.2 The Board noted the report and agreed that any one of the Chair, a Board Member, the Chief Executive, the Executive Director of Finance and Corporate Services or the General Counsel were authorised to sign, on behalf of the LLDC, acting in its capacity as member of E20 Stadium LLP, any contractual documents (including deeds) of E20 Stadium LLP.

12 Any Other Business the Chair Considers Urgent

12.1 There was no urgent business.

13 Date of Next Meeting

13.1 The next Board meeting would be held on 29 October 2013 at 2pm.

14 Exclusion of the Press and Public

14.1 It was agreed that the public and press be excluded from the meeting, in accordance with Part 1, paragraph 2 of Schedule 12A to the Local Government Act 1972 (as amended), in order to consider items 15 to 20 on the agenda. Each of these papers contained information relating to the financial or business affairs of a person or authority.

15 Minutes of Previous Meeting on 23 July 2013 Containing Exempt Information

15.1 The minutes of the meeting held on 23 July 2013 had been circulated with the papers.

15.2 It was agreed that the minutes of the meeting of the Board held on 23 July 2013 containing exempt information be signed by the Chair as a correct record.

16 Transformation Quarterly Report - To End of June 2013

16.1 The Executive Director of Infrastructure presented the report providing the Board with internal assurance on the delivery of the Transformation Programme.

16.2 The Board noted the good progress that had been made on the required works

and the good health and safety performance to date.

16.2 The Board noted the report.

17 Exempt Information Relating to Item 5 - Transformation Programme Dashboards - August 2013

17.1 The Chief Executive presented the exempt appendix to the CEO's report.

17.2 The Board noted the dashboard.

18 Exempt Information Relating to Item 5 - Summer Events Series

18.1 The Chief Executive presented the exempt appendix to the report on the Summer Event Series.

18.2 The Chair asked that his congratulations to the LLDC and the LLDC Board for hosting a successful series of summer events at the Park be recorded.

18.3 Members also noted that a number of staff had given up their time to volunteer during events. It was noted that staffing levels across the organisation, including the Parks and Operations Team, was currently being reviewed and it was unlikely that the same number of events would be held in future years.

18.4 The report was noted.

19 Legacy Communities Scheme Delivery - Next Phase

19.1 The Director of Development introduced the report seeking approval in procuring a developer partner/consortium to deliver Phase 2 of the Legacy Communities Scheme.

19.2 The Board noted the report and agreed the recommendations as set out in the report.

20 District Energy Secondary Networks Update

20.1 The Deputy Chairman declared an interest in this item as a Member of the ODA Board and left the meeting during the discussion on this item.

20.2 The Chief Executive introduced the report regarding the metering and billing for secondary energy networks within development sites in the Park.

20.3 It was noted that this issue had been discussed in detail at the Investment Committee.

20.4 The Board agreed the recommendation as set out in the report.

21 Close of Meeting

21.1 The meeting closed at 11.35am.

Chair

Date

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