

Meeting of the Board of the London Legacy Development Corporation

Meeting Date: Tuesday 23 July 2013

Time: 2:00pm

Venue: Committee Room 1, City Hall, The Queen's Walk, London, SE1 2AA

Members of the Board of the London Legacy Development Corporation are hereby notified and requested to attend the meeting of the Board of the Corporation at 2pm on Tuesday 23 July 2013 Committee Room 1, City Hall, The Queen's Walk, London, SE1 2AA to transact the business set out below.

Committee Members:

Boris Johnson (Chair)
Neale Coleman, (Deputy Chairman)
Sonita Alleyne
Nicholas Bitel
Nicky Dunn
Keith Edelman
David Edmonds
David Gregson
Baroness Grey-Thompson DBE
Philip G Lewis
Lord Mawson OBE
Jayne McGivern
Jules Pipe
Lutfur Rahman
Chris Robbins
David Ross
Sir Robin Wales

1 Apologies for Absence

For noting

2 Declarations of Interest

For noting

3 Minutes of previous meeting on 25 June 2013 (Pages 1 - 6)

The Board is asked to AGREE the minutes of the meeting held on 25 June 2013.

4 Matters arising and action list (Pages 7 - 8)

The Board is asked to NOTE the actions arising from the previous meeting.

5 Chief Executive's Report including Quarterly Report (Pages 9 - 12)

The Board is asked to NOTE the Chief Executive's report, which provides an update on major projects and activities since the last meeting and includes the Quarterly Report for April-June 2013.

6 Report of the meeting of the Planning Decisions Committee held on 25 June 2013 (Pages 13 - 14)

The Board is asked to NOTE the report.

7 Report of the meeting of the Audit Committee held on 12 July 2013 (To follow)

The Board is asked to NOTE the report.

8 Report of the meeting of the Investment Committee held on 15 July 2013 (To follow)

The Board is asked to NOTE the report.

9 Report on the 2012/13 Statutory Accounts (To follow)

The Board is asked to CONSIDER the report.

10 Any Urgent Business

To receive any urgent items of business.

11 Exclusion of the press and public

Members are recommended to agree to exclude the public and press from the meeting, in accordance with Part 1, paragraph 3 of Schedule 12A of the Local Government Act 1972 (as amended), in that it contains 'Information relating to the financial or business affairs of any particular person (including the MDC holding that information)', in order to consider the following items of business.

12 Minutes of previous meeting on 25 June 2013 containing exempt information (Reserved) (Pages 15 - 18)

The Board is asked to agree the minutes of the meeting held on 25 June 2013 that contain exempt information.

13 Exempt information relating to item 5 - Transformation Monthly Programme dashboards (Reserved) (Pages 19 - 22)

The Board is asked to NOTE the Transformation Monthly Programme dashboards.

14 Legacy Communities Scheme delivery - Next phase (Reserved) (To follow)

This report provides an update on the next phase of delivery of the Legacy Communities Scheme. The Board is asked to AGREE the recommendations set out in the report.

15 Close

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MINUTES

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

Meeting date: 25 June 2013
Time: 2pm
Venue: LLDC, 1 Stratford Place, Montfichet Road, London E20 1EJ

PRESENT: Boris Johnson, Chairman
Sonita Alleyne
Neale Coleman, Deputy Chairman
Nicky Dunn
David Edmonds
David Gregson
Tanni Grey-Thompson
Philip Lewis
Jayne McGivern
Lord Mawson
David Ross

APOLOGIES: Jules Pipe
Nick Bitel
Keith Edelman
Lutfur Rahman
Chris Robbins
Sir Robin Wales

IN ATTENDANCE: Dennis Hone, Chief Executive
Sir Edward Lister, Mayor's Observer to the Board
Jonathan Dutton, Executive Director of Finance and Corporate Services
Vivienne Ramsey, Director of Planning Policy and Decisions
Jan Willem Jonker, Principal Commercial Lawyer
Mark Camley, Interim Executive Director of Park Operations and Venues
Colin Naish, Executive Director of Infrastructure
Paul Brickell, Executive Director of Regeneration and Community Partnerships
Victoria O'Byrne, Director of Communications and Public Affairs
Michelle Reeves, GLA
Rachel Massey, Board secretary
Jamie Izzard, GLA Secretariat

1 Welcome and opening remarks

- 1.1 The Chair welcomed Board members to the meeting.
- 1.2 The Chair noted apologies from Jules Pipe, Nick Bitel, Keith Edelman, Lutfur Rahman, 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 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 The Deputy Chair declared an interest in report 13 (Request from Unison for trade union recognition) as a member of Unison and agreed not to take part in the discussion of this item. It was noted that this declaration was already included on the register of interests.
- 2.3 Sir Edward Lister, the Mayor of London's Observer, declared an interest in reports 6 (Development of the LLDC's Community Infrastructure Levy) and 7 (Allocation of S106 and CIL Funds) in his role as Deputy Mayor for Policy and Planning. As this role included the provision of oversight of the Community Infrastructure Levy across Greater London, Sir Edward did not to take part in the discussion on that item of business.

3 Minutes of previous meeting held on 28 May 2013

- 3.1 The minutes of the meeting on 28 March 2013 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 Chief Executive introduced Report 1 which provided an update on major LLDC projects and activities. The Chief Executive highlighted the following:
- (a) Work had commenced to install over six hundred glass panels at the Aquatics Centre following the removal of the temporary seating wings on either side of venue;
 - (b) Transformation works at the Stadium had been unanimously approved by the Planning Committee on 28 May 2013;
 - (c) Boxing promoter Frank Warren had announced a major multi-fight agreement for the Copper Box Arena with venue operator GLL. The deal would ensure that world class boxing would be at the heart of the Park's sports offering; and
 - (d) The transformation work remained on time and on budget. There would however be a possible financial impact due to the inclusion of additional summer events within the programme.
- 4.2 Following a query from the Chair, officers provided details of proposals designed to help ensure that plans for the Park were communicated effectively. A key part of this communications plan would be delivered through the media attention created by the events programme in summer 2013.
- 4.3 The Chief Executive concluded by requesting that the Board agree to receive a verbal update on several commercially sensitive matters within the private session of the meeting.
- 4.4 The Board **NOTED** the Chief Executive's report.

5 Report of the meeting of the Planning Decisions Committee held on 28 May 2013

- 5.1 The Chair of the Planning Decisions Committee, Philip Lewis, introduced Report 2 which provided an update on the recent Committee meeting at which reports were received on the allocation of section 106 and Community Infrastructure

Levy (CIL) funds and the development of the LLDC's CIL. It was noted that both items were included for discussion elsewhere on the agenda.

- 5.2 The Chair of the Planning Decisions Committee advised the Board that the Committee had resolved, by 5 to 4 votes, to approve the application to install railings, gates and associated infrastructure at the North Park.
- 5.3 The Board **NOTED** the report.

6 Report of the meeting of the Regeneration and Communities Committee held on 12 June 2013

- 6.1 The Chair of the Regeneration and Communities Committee, Lord Mawson, introduced Report 3 which provided an update on the recent committee meeting. The Board **NOTED** the report.

7 Report of the meeting of the Investment Committee held on 17 June 2013

- 7.1 The Chair of the Investment Committee, David Edmonds, introduced Report 4, which provided an update on the recent Investment Committee meeting. A discussion took place regarding the delivery of a community led housing scheme and it was noted that the Committee and the Board remained fully committed to identifying a deliverable model of community led housing and asked officers to explore options with existing community led housing companies. The Board **NOTED** the report.

8 Report of the meeting of the Park Opening and Operations Committee held on 17 June 2013

- 8.1 The Chair of the Park Opening and Operations Committee, Nicky Dunn, introduced Report 5, which provided an update on the recent committee meeting. The Board **NOTED** the report.

9 Development of the Legacy Corporation's Community Infrastructure Levy (CIL): consulting on the Preliminary Draft Charging Schedule and Infrastructure Delivery Plan

- 9.1 The Director of Planning Policy and Decisions introduced Report 6, which outlined the Preliminary Draft Charging Schedule for the LLDC's Community Infrastructure Levy (CIL), the associated Viability Report and Infrastructure Delivery Plan for public consultation.
- 9.2 The Director of Planning Policy and Decisions explained that the Preliminary Draft Charging Schedule proposed a charge that allowed flexibility and headroom and was in line with borough proposals.
- 9.3 A discussion took place regarding the impact that the LLDC's CIL could have on affordable housing and it was agreed that this would be taken into account within the relevant land values. CIL would also impact other developments outside of the LLDC's area.
- 9.4 The Board **CONSIDERED** the information presented in the report and appendices and the officer's recommendation to set a CIL at the rates set out in table at section 12.2 of the report and in the Preliminary Draft Charging Schedule.
- 9.5 The Board **APPROVED** the Preliminary Draft Charging Schedule, Viability Report and Infrastructure Delivery Plan for public consultation.

10 Allocation of S106 and CIL Funds

- 10.1 The Director of Planning Policy and Decisions introduced Report 7, which proposed a process for the allocation of funds paid to the LLDC in its capacity as local planning authority.
- 10.2 The following points were made by Members:
- (a) The Chair welcomed the identification of a prioritised list of infrastructure projects, an approach that he intended to adopt across the capital in his role as Mayor of London;
 - (b) A query was raised regarding when the Community Infrastructure Levy (CIL) would come into effect and it was noted that any developments with planning permission prior to the adoption of the CIL would not be affected. Developments prior to this date would contribute towards infrastructure development via the existing Section 106 arrangements; and
 - (c) A suggestion was made that the identification of infrastructure needs should be informed by the entrepreneurial culture that was emerging in the area.
- 10.3 The Board **NOTED** the current position with regard to Section 106 funds received and expected to be received within the next 12 months as set out in Appendix 1 of the report;
- 10.4 The Board **AGREED** the establishment of a CIL and Section 106 Project Proposals Group, comprised of senior officers of the LLDC and chaired by the Director of Planning Policy and Decisions;
- 10.5 The Board **AGREED** to delegate to the Director of Planning Policy and Decisions the establishment of, the terms and reference of and governance of the Project Proposals Group;
- 10.6 The Board **AGREED** the process for the allocation of funds to projects as set out in the report at section 4.3;
- 10.7 The Board **AGREED** that the Project Proposals Group be authorised to allocate funds having followed the agreed process; and
- 10.8 The Board **AGREED** the proposed monitoring and reporting of Section 106 and CIL spending as set out at section 4.5.

11 Direction by the Mayor of London

- 11.1 The Principal Commercial Lawyer presented Report 8, which outlined the proposed Direction due to be issued by the Mayor of London to the Corporation under Section 220(1) of the Localism Act 2011. It was noted that the Direction would replace the Memorandum of Understanding (MoU) with the Greater London Authority that was originally approved by the Board at its meeting of 5 December 2012. It was noted that the Direction broadly reflected the terms of the MoU.
- 11.2 The Board **NOTED** the issue of the Mayoral Direction by the Mayor of London and its contents.

12 Stadium safety and readiness update

- 12.1 The Interim Executive Director of Park Operations and Venues presented Report 9, which detailed the arrangements in place for the Stadium for the programme of events in the summer of 2013 and provided an update on the preparations for

the reopening of the Stadium for events marking the anniversary of the London Olympic Games.

- 12.2 The Board **NOTED** the safety management arrangements in place for the Stadium set out in section 5 of the report;
- 12.3 The Board **NOTED** the arrangements for readiness, testing and exercising described in section 6 of the report;
- 12.4 The Board **NOTED** the assurance arrangements contained in section 7 of the report; and
- 12.5 The Board **NOTED** the stadium operational readiness update in section 8 of the report.

13 Annual risk update

- 13.1 The Executive Director of Finance and Corporate Services presented Report 10, which formed part of the Board's annual risk update. The Board considered the summary of corporate risks and issues as detailed under Report 11 within the private session of the meeting.
- 13.2 The Board **NOTED** the report.

14 Any urgent business

- 14.1 The Chair confirmed that there was no urgent business.

15 Exclusion of the press and public

- 15.1 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 either "relates to any individual" or "relates to the financial or business affairs of any particular person (including the MDC holding that information)".
- 15.2 Those Members of the press and public present left the meeting. The meeting moved into the private session at 2:45pm.

16 Minutes of the private session on 28 May 2013

- 16.1 The minutes of the meeting on 28 May 2013 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.

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

- 17.1 The Executive Director of Infrastructure introduced the Transformation monthly programme dashboard, highlighting variances in milestones and delivery costs and outlining the top risks and issues.
- 17.2 The Board **NOTED** the Transformation monthly programme dashboard.

18 Corporate risk and issues registers

- 18.1 The Executive Director of Finance and Corporate Services introduced Report 11, which provided a more detailed update on risk management, including the LLDC's corporate risk and issues registers which contained exempt information.
- 18.2 The Board **AGREED** to provide feedback on the report to the Executive Director of Finance and Corporate Services outside of the meeting.
- 18.3 The Board **NOTED** the report and its appendices.

19 Request from Unison for trade union recognition

- 19.1 The Principal Commercial Lawyer outlined a request from Unison for voluntary recognition as a trade union for collective bargaining purposes.
- 19.2 The Board **NOTED** the request from Unison for voluntary recognition as a trade union for collective bargaining purposes; and
- 19.3 The Board **CONSIDERED** the request and **AGREED** the actions as outlined in the minutes of the private session.

20 Community led housing proposal

- 20.1 The Board **NOTED** the report.

21 Any urgent exempt business

- 21.1 The Chair confirmed that there were no urgent exempt items of business.

22 Close

- 22.1 The meeting closed at 3:55pm

Board Actions List (reported to the meeting on 23 July 2013)

Outstanding Actions from the Last Meeting

Minute No.	Item/Description	Action By	Target Date	Status/note
18.2	<p>Corporate risk and issues registers Provide feedback on the report to the Executive Director of Finance and Corporate Services outside of the meeting.</p>	Board Members	31 July 2013	In progress

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Subject: Chief Executive's report to the LLDC Board
Meeting date: 23 July 2013
Report to: Board
Report of: Dennis Hone, Chief Executive

FOR INFORMATION

This report will be considered in public

1. SUMMARY

- 1.1. This report provides progress updates on the activities of the London Legacy Development Corporation (LLDC) for the July 2013 Board meeting including the Summer Events Series and Park Opening. Further progress updates on LLDC's programmes are set out in the attached Corporate Performance Report which covers the April to June 2013 quarter and includes an overview of key achievements, a financial report and an update on progress against milestones from the LLDC's Three Year Business Plan.
- 1.2. This report also presents the Health and Safety update which is provided to every Board meeting.

2. RECOMMENDATION

- 2.1 The Board is invited to **NOTE** this report.

3. SUMMER 2013 EVENTS

- 3.1. Our Summer Events Series started with great success. Around 80,000 people attended Hard Rock Calling on 29 and 30 June to see headline acts Kasabian and Bruce Springsteen and the Mumford & Sons Summer Stampede on 6 July attracted 60,000 fans. Over one hundred and fifty thousand fans are expected for the Wireless Festival featuring Jay Z, Justin Timberlake during 12-14 July. By the end of the first six days of events, over a quarter of a million people will have visited Queen Elizabeth Olympic Park this summer and had a taste of what to expect when the Park fully opens next year.
- 3.2. In general the events have been well received with positive media coverage and social media feedback and LLDC and event organisers have taken on board feedback to address any issues. Further information about the health and safety aspects is in the section below.

- 3.3. The Summer Events Series continues after the Wireless Festival with other events in the coming weeks including Go Local (19 July) – a volunteering legacy celebration with acts from the Olympic Opening Ceremony; Electric Daisy Carnival (20 July) – a dance music festival; the National Lottery Anniversary Run (21 July) – which will be the first event to be hosted in the Stadium since the Games; the Sainsbury's London Anniversary Games (26-28 July) in the Stadium; and Open East Festival (27 and 28 July) – a world music and culture festival.
- 3.4. During Open East there will be a big screen showing live coverage of the Sainsbury's London Anniversary Games taking place in the Stadium. Visitors to Open East will also be able to enjoy the world music and culture being showcased at the festival including Sacrilege, the Turner Prize winning artist Jeremy Deller's life size inflatable Stonehenge, a spectacular finale by Bompas & Parr and international music acts including The Waterboys, Ondatropica and Seun Kuti with special guests Robert Glasper and Dead Prez. Tickets are available for this event via links from the new website www.QueenElizabethOlympicPark.co.uk.
- 3.5. Events continue in August and September. On 4 August, the Prudential RideLondon-Surrey 100 and the Prudential RideLondon-Surrey Classic start in the North Park. The children's festival Lollibop will take place in the North Park across the weekend of 16-18 August. The final event in the Summer Series is the National Paralympic Day featuring the Mayor of London's Liberty Festival 2013, which takes place in the Copper Box and North Park Lawns on Saturday 7 September.

4. HEALTH AND SAFETY

- 4.1. The first Park events took place at the end of June, and whilst there were issues that arose and required management during the weekend, and others that are being subjected to a greater degree of "lessons learned" debriefing for future events, there were no significant health and safety problems, no serious accidents/injuries reported. The key public safety issues remain the management of crowd access/egress with attention to routes, stewarding and way-finding – and the challenge of getting all the visitors away safely on public transport at the end of an event evening. It was helpful to have a relatively "soft start", with smaller crowds for the first event weekend, and relatively early finishes.
- 4.2. Lessons learned have already been implemented. For example, at Mumford & Sons, the Stadium island route was also opened for ingress, providing a traffic-free route to the North of the Park. There were also no significant transport issues despite the increased number of attendees. If temperatures remain high, event organisers will once again put in additional measures to help keep people hydrated and safe, installing extra water points across the venue, allowing people to bring in more water and providing sun cream at welfare and first aid posts.
- 4.3. Park Opening remains on track, the completion of the series of Readiness Exercises flushed out aspects requiring greater clarity, improved documentation etc. but no fundamental, challenging flaws in the planned arrangements. Park HQ is established, and the Control centre operated effectively during the Hard Rock Calling and Summer Stampede events.
- 4.4. Transformation works continue to progress with a real focus on maintaining healthy and safe working. Recently, reflecting their critical, positive role in sustaining the high health and safety standards achieved in the transformation construction works, a special event was held in the Stadium for 100 site supervisors, our "Black Hats". Using theatre and discussion, this recommitted the contractor teams to an accident free and well-being focus in completing the Park works.

- 4.5. The health programme remains targeted on hazardous substances. Plans are being developed to transfer responsibility for providing the health support resource (nurse, part-time occupational hygienist) through BBW, with Bam Nuttall beginning to relinquish their Logistics role, as Park Operations evolves into the dominant controller of a Park with fewer areas of construction work. Later this year, there needs to be a discussion about the level of occupational health provision/support that would be appropriate when the Park is fully open.
- 4.6. The Stress Management Survey has been completed, and focus groups have discussed the findings. In July the Steering Group will make recommendations to Transformation, Site and LLDC executive leaders as to where there are opportunities for improvements. Early indications are that workers and managers are overwhelmingly positive about their work and the prospects for the Park and the east London legacy. A fresh Corporate H&S Policy has been published, which treats health and safety as a component of our approach to Sport and Healthy Living and outlines the arrangements in sensible, jargon-free non-legalistic language.

5. PARK OPENING

- 5.1. The Legacy Corporation is opening Queen Elizabeth Olympic Park in phases, starting with the Copper Box on 27 July and parts of the North Park from 29 July. The Summer Events Series gives a taste of what people can expect to see next year when the Park fully opens and visitors will be able to enjoy all of its world class facilities. As building and landscaping work continues to happen across the Park in time for its full opening in spring 2014, some access has to be restricted. Visitors will be encouraged to check www.QueenElizabethOlympicPark.co.uk before travelling to find out what is open and the best way to get there.

6. APPENDICES

Appendix 1 – LLDC Corporate Performance Report April to June 2013

Appendix 2 – Transformation Monthly programme dashboards (exempt information)

List of Background Papers

- None

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Subject: Report of the meeting of the Planning Decisions Committee held on 25 June 2013
Meeting date: 23 July 2013
Report to: Board
Report of/by: Philip Lewis, Chair of Planning Decisions Committee

FOR INFORMATION

This report will be considered in public

1. SUMMARY

- 1.1. This paper provides an update to the Board on the meeting of the Planning Decisions Committee held on 25th June 2013.

2. RECOMMENDATION

- 2.1 The Board is invited to **NOTE** this report.

3. ISSUES DISCUSSED

- 3.1. The members considered a report and update report relating to two applications by the East London Science School (ELSS) for planning and listed building consent for the internal alteration and change of use of the Grade II listed Clock Mill from Use Class B1 (Business) to Use Class D1 (Non-residential institution) to accommodate a secondary school for a temporary period of two years.

The Planning Development Manager stated that the LLDC was the leaseholder for the site and the LVRPA (Lee Valley Regional Park Authority) was the freeholder. The update report set out the comments of LVRPA on the two applications, together with officers' suggested amendments to the planning conditions and Informative 1 and recommended a second informative, in the event that the Planning Decisions Committee resolved to grant planning permission and listed building consent.

The Planning Development Manager stated that the Department for Communities and Local Government Policy Statement – Planning for Schools Development (2011), the National Planning Policy Framework (2012), the London Plan (2012) and the London Borough of Newham Core Strategy (2012) gave strong support to granting planning permission for education facilities unless reasons for refusal were clearly justified. He stated that a two year temporary and personal planning permission was not considered to harm the long-term planning and regeneration benefits of the area and that English Heritage had made no objection to the internal works. A temporary use would also help to overcome the land use objection of the London Borough of Newham when it had considered an application for a similar but permanent change of use three years ago.

After a lengthy discussion, during which members asked a series of questions of the case officer, the Principal and the Education Funding Agency, the Chair put the recommendations, subject to the revised planning conditions and an additional informative, set out in the Update report, and an additional condition to protect the remaining mill machinery and prevent access to the clock tower and clock mechanism, and it was:

- Resolved (by 4 votes to 3 votes cast with the Chair using his additional and casting vote, and one abstention):
 - That the application be approved for the reasons given in the report to the Committee, and that planning permission be granted, subject to the planning conditions set out at section 12 of the report to Committee and the revised planning conditions, revised informative and an additional informative set out in the Update Report;
 - That the application for listed building consent be approved subject to an additional condition to protect the mill machinery and the clock mechanism in the Clock Tower, together with wording to ensure there was no access by the school to the Clock Tower.
4. The Committee noted a report which listed all the applications which had been decided by officers under delegated authority between 1st May 2013 and 31st May 2013.

5. LEGAL IMPLICATIONS

- 5.1. Legal advice for matters considered by the Committee is addressed in the individual committee reports.

6. LIST OF APPENDICES TO THIS REPORT

- 6.1. None

List of Background Papers

- Papers for the meetings of the Planning Decisions Committee on 25th June 2013.

Report originator(s):

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