

Minutes of the Meeting of the London Legacy Development Corporation Health, Safety and Security Advisory Panel

Date: Monday 14 June 2021

Time: 3.00 pm

Venue: Via Microsoft Teams

Present: Simon Blanchflower CBE (Chair)
Nicky Dunn OBE
Keith Edelman

In Attendance: Mark Camley, Executive Director of Park Operations and Venues
Colin Naish, Executive Director of Construction
Peter Tudor, Director of Visitor Services
Tony Tolley, Head of Safety and Security
Tony Westbrook, Head of Development
Sarah Perry, Human Resources Director
Graham Gilmore, Chief Executive, London Stadium
Peter Swordy, Director Health, Safety and Compliance London Stadium
Bode Akanbi, Health and Safety Manager, London Stadium
Momna Arif, LLDC Secretariat
Sue Riley, GLA Secretariat
Lee Stranders, Risk Manager (for item 18 only)
Kaitlene Koranteng, Legacy Youth Board Chair
Nena Truman, Workplace Experience Manager

1 Apologies for Absence

1.1 There were no apologies for absence.

2 Declarations of Interest

2.1 The Chair noted that Members had declared registrable interests in line with the relevant Standing Orders and asked 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.

There were no additional declarations of interest.

3 Minutes of the previous meeting held on 15 March 2021

- 3.1 The Chair, following consultation with available Members of the Advisory Panel agreed that the minutes of the meeting of the held on 15 March 2021 be signed by the Chair as a correct record.**

4 Matters Arising and Action List

- 4.1 The Chair, following consultation with available Members of the Advisory Panel agreed that the Actions List be noted.**

5 Executive Director's Report

- 5.1 The Executive Director of Park Operations and Venues presented the update on health, safety and security activity.
- 5.2 A presentation on the arrangements for the return to the office was made at the office (attached at Appendix A). The Chair welcomed the regular communications with staff.
- 5.3 A hybrid approach was being adopted, which was driven by the needs of the business as well as responding to individual preferences. It was not considered appropriate for staff to work from home full time and attendance in an office three to four times a month would be expected. Arrangements would be agreed via discussions with Line Managers.
- 5.4 An update on quick win items to address the findings from the Road Safety Review were presented to the Members of the Advisory Panel. Some of these items, intended to influence driver behaviour, included installation of temporary speed humps, speed awareness signs at specific sections and installation of a temporary zebra crossing behind the Copper Box Arena. The Committee would receive an update on the effectiveness of the implementation of the measures at its next meeting.
- 5.5 The Chair, following consultation with available Members of the Advisory Panel, noted the report.**

6 Legacy Youth Board Perspective on Safety and Security

- 6.1 The Head of Security and Park Safety LLDC Park Operations and the Executive Director of Park Operations and Venues introduced the report setting out the Legacy Youth Board (LYB) perspective on safety, security and training. A representative from the Legacy Youth Board also spoke to the report.
- 6.2 The input from the LYB had arisen out of a discussion at an LLDC Board meeting on park safety. The impact of poor lighting, lack of wi-fi for communication purposes and isolation made a difference to whether young people felt safe within the park, particularly young females. Improved awareness and wider advertising of park safety contact details were suggested, as well as better signposting and orientation. Park borders with the boroughs was also an area of concern and the need for consistent training of security staff to encourage reporting and more

positive relationships.

6.3 All suggestions would be taken on board and a guide to safety on the park was due to be published, including better signage and co-ordinated safety training across all areas of the park, including the Boroughs.

6.4 It was agreed that a Legacy Youth Board safety update be included in a future report of the Executive Director of Park Operations and Venues Update.

[Action: Executive Director Park Operations and Venues]

6.5 The Chair, following consultation with available Members of the Advisory Panel, noted the update and presentation.

7 LLDC Park and Venue Safeguarding Report January - March 2021

7.1 The Director of Visitor Services introduced the update on safeguarding from January – March 2021.

7.2 It was noted there had been six incidents involving vulnerable people on the Park.

7.3 The Chair, following consultation with available Members of the Advisory Panel, noted the report.

8 London Stadium Update

8.1 The Director of Health, Safety and Compliance LS185 introduced the update on health, safety and security update related to the London Stadium.

8.2 Behind closed doors matches had gone well, but at the one match, West Ham v Southampton on 23 May 2021, with 10,000 capacity, mask wearing had been patchy among fans (especially in hospitality seating areas) and impossible to enforce. A request had been made by NHS North East London to use the Stadium as a vaccination centre for first Pfizer vaccine on Saturday 19 June 2021. This was agreed by LLDC and LS185. Arrangements were under way and logistical matters included creating a space for a Pfizer vaccine dilution area (in the Bolyen Lounge) as well as ensuring a power supply overlay could cater for the IT equipment and systems to be used by the NHS for all the registration desks and vaccination tables (up to 120).

8.3 The Chair, following consultation with available Members of the Advisory Panel, noted the report.

9 Construction Related Health and Safety Update

9.1 The Head of Security and Safety LLDC Park Operations and Venues presented the update on health, safety and wellbeing.

9.2 The Chair, following consultation with available Members of the Advisory Panel, noted the report.

10 Health, Safety and Security Risk Update

10.1 The Executive Director of Park Operations and Venues introduced the update on major health, safety and security risks identified by the LLDC.

10.2 The Chair, following consultation with available Members of the Advisory Panel, noted the report.

11 Any other business the Chair considers urgent

11.1 There was no urgent business.

12 Date of Next Meeting

12.1 The Committee noted that the next meeting was due to be held on Monday 20 September 2021 at 10.00am.

13 Exclusion of the press and public

13.1 The Chair agreed that the public and press be excluded from the meeting, in accordance with Part 1, paragraphs 3, 5&7 of Schedule 12A to the Local Government Act 1972 (as amended), in order to consider the exempt papers.

14 Minutes of the previous meeting held on 15 March 2021 containing exempt information

14.1 The Chair, following consultation with available Members of the Advisory Panel agreed that the minutes of the meeting of the held on 15 March 2021, containing exempt information, be signed by the Chair as a correct record

15 Matters Arising and Actions List that contain exempt information

15.1 The Chair, following consultation with available Members of the Advisory Panel agreed that the Actions List containing exempt information be noted.

16 Executive Director's Report - Exempt information relating to the Item on Part 1

16.1 The Executive Director of Parks and Operations Venue presented the update on health, safety and security activities containing exempt information.

16.2 The Chair, following consultation with available Members of the Advisory Panel noted the report.

17 Construction Related Health and Safety Update - Exempt information relating to the Item on Part 1

17.1 The Head of Security and Safety Park Operations and Venues presented the update on health, safety and wellbeing activating, containing exempt information.

17.2 The Chair, following consultation with available Members of the Advisory Panel noted the report.

18 Health, Safety and Security Risk Update - Exempt information relating to the Item on Part 1

18.1 The Executive Director of Parks Operations and Venues presented the update on major health, safety and security matters containing exempt information.

18.2 The Chair, following consultation with available Members of the Advisory Panel noted the report and its appendices.

Chair

Date

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