

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

Date: Wednesday 14 December 2022

Time: 2.00 pm

Venue: Via Teams

Present: Simon Blanchflower CBE (Chair)
Phil Mead

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
Leona Roche, Head of Development
Sarah Perry, Human Resources Director
Peter Swordy, Director Health, Safety and Compliance – London Stadium
Naz Begum, Senior Project Manager – Assets and Adoption
Oliver Shepherd, Head of Strategy and Programme Development
Sue Riley, GLA Secretariat

Also in Attendance: Partnership Manager for GLL at QEOP
Muir Forrest, GLL National Safeguarding Officer

1 Apologies for Absence

- 1.1 The Chair advised that the proceedings were being held under the LLDC's new Remote Decision-Making Scheme, which was available on the LLDC website (link is on the agenda).
- 1.2 Under the Scheme, the Chair has delegation from the Board to decide whether it is appropriate or desirable to transact business either at an in-person meeting, or to take decisions under a delegation conferred by the Scheme following consultation at a proceeding of the relevant Advisory Panel made up of LLDC Committee Members.
- 1.3 Due to the train strike, it had been agreed to hold the meeting as an Advisory Panel of the Committee.
- 1.4 An apology for absence had been received on behalf of Helene Raynsford.

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 29 June 2022

- 3.1 **Following consultation with available Members of the Health, Safety and Security Committee, the Chair approved the minutes of the meeting of the Health, Safety and Security Committee held on 29 June 2022 as a correct record, subject to Leona Roche, Head of Development, being added to the attendance.**

4 Matters Arising and Action List

- 4.1 **The Chair, following consultation with available Members of the Health, Safety and Security Committee Advisory Panel, noted the Actions List.**

5 Executive Director of Park Operations and Venues Update

- 5.1 The Executive Director of Park and Operations presented the update on health, safety and security activity related to the remit of the Committee.
- 5.2 Members were updated on a major incident within the Park since the publication of the report.
- 5.3 A significant leak in the district heating system due to a corroded pipe was reported. A range of measures had been taken, including offering vulnerable residents electric heaters and the London Aquatics Centre was made available as a Warm Haven centre.
- 5.4 The Head of Safety and Security was leading the de-briefing on behalf of the LLDC and a full report would be submitted to the next meeting.
[Action: LLDC Head of Safety and Security]
- 5.5 An update was also provided on a RIDDOR incident which had occurred and was being investigated by the Executive Director of Construction, and had resulted in a contractor suffering from multiple breaks.
- 5.6 The incident had involved the moving of heavy cable in an area of restricted space, and shared similar characteristics with a previous incident at a different site. The Chair had been provided with a detailed briefing note following the incident.

- 5.7 MACE would carry out an investigation of both incidents to ensure that processes had been adhered to and identify whether the use of mechanical aids could be introduced.
- 5.8 The Advisory Panel was advised that a Health and Safety expert would be appointed to oversee the Stadium seating transition in the summer to provide close on-site management.
- 5.9 The Senior Project Manager, Assets and Adoption, then gave a presentation update on the safety of women and girls within the Park (attached at Appendix 1). A copy of the presentation would be circulated to the Committee.

[Action: LLDC Secretariat]

- 5.10 Further updates would be provided at future meetings.

5.11 The Chair, following consultation with available Members of the Health, Safety and Security Committee Advisory Panel, is asked to note the report.

6 London Stadium Update

- 6.1 The Director of Health, Safety and Compliance presented the update on health, safety and security activity related to London Stadium.
- 6.2 Issues with the behaviour of supporters at hosted European football matches was highlighted. Additional policing support had been provided, at the request of the LLC and paid for by LLDC. Structural damage to the Stadium caused by vandalism had been paid for by West Ham Football Club.
- 6.3 Working relationships with the British Transport Police and the Metropolitan Police were good, although improvements in police communications had been flagged.
- 6.4 Steward recruitment continued to be challenging.
- 6.5 With the temporary pause of Premier League football, a number of projects were underway, including the overhaul of the CCTV cable system within the Stadium.
- 6.6 Issues with the localised fire alarm systems, which were triggered by smoking in the toilets, were being looked at and in consultation with the London Fire Brigade and the London Borough of Newham.
- 6.7 The PA system would be upgraded in parallel with the events.
- 6.8 A number of table exercises were planned, including preparation for the Major League Baseball season planned for 2023.
- 6.9 The Chair, following consultation with available Members of the Health, Safety and Security Committee Advisory Panel, noted the report.**

7 Construction Related Health and Safety Update

7.1 The Head of Security and Safety LLDC Park Operations and Venues presented the update on health, safety and well being issues related to construction areas.

7.2 The Chair, following consultation with available Members of the Health, Safety and Security Committee Advisory Panel, noted the report.

8 LLDC Park and Venue Safeguarding Update April- September 2022

8.1 The Director of Park, Operations and Venue presented the update on Safeguarding for April-September 2022.

8.2 The Chair, following consultation with available Members of the Health, Safety and Security Committee Advisory Panel, noted the report.

9 LLDC Safeguarding Policy

9.1 The Director of Park, Operations and Venues introduced the updated LLDC Safeguarding Policy.

9.2 The Chair, following consultation with available Members of the Health, Safety and Security Committee Advisory Panel, approved the Safeguarding Policy.

10 Health, Safety and Security Risk Update

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

10.2 The Chair, following consultation with available Members of the Health, Safety and Security Committee 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 18 April 2023 at 11am.

13 Exclusion of the press and public

13.1 It was agreed that the public and press be excluded from the meeting, in accordance with Part 1, paragraph 3 of Schedule 12A to the Local

Government Act 1972 (as amended), in order to consider the exempt papers. Each of these papers contained information relating to the financial or business affairs of a person or authority.

- 14 Minutes of the previous meeting held on 29 June 2022 containing exempt information**
- 14.1 Following consultation with available Members of the Health, Safety and Security Committee, the Chair approved the minutes of the meeting of the Health, Safety and Security Committee, containing exempt information, held on 29 June 2022 as a correct record, subject to Leona Roche, Head of Development, being shown as present.**
- 15 Matters Arising and Actions List that contain exempt information**
- 15.1 The Chair, following consultation with available Members of the Health, Safety and Security Committee Advisory Panel, noted the Actions List.**
- 16 Executive Director of Park Operations and Venues' Update - Exempt information relating to the Item on Part 1**
- 16.1 The Executive Director of Park Operations and Venues introduced the update on health, safety and security activity that contains exempt information.
- 16.2 The Chair, following consultation with available Members of the Health, Safety and Security Committee Advisory Panel, noted the report.**
- 17 London Stadium Update - Exempt information relating to the item on Part 1**
- 17.1 The Head of Security and Safety LLDC Park Operations and Venues presented the update on health, safety and well being activity related to construction activity containing exempt information.
- 17.2 The Chair, following consultation with available Members of the Health, Safety and Security Committee Advisory Panel, noted the report.**
- 18 Construction Related Health and Safety Update - Exempt information relating to the Item on Part 1**
- 18.1 The Director of Health, Safety and Compliance LS185 presented the exempt appendix on the London Stadium.
- 18.2 The Chair, following consultation with available Members of the Health, Safety and Security Committee Advisory Panel, noted the report.**

- 19 LLDC Park and Venue Safeguarding Update April- September 2022 - Exempt information relating to the item on Part 1**
- 19.1 The Director of Park, Operations and Venues introduced the update on safeguarding matters, containing exempt information.
- 19.2 The Chair, following consultation with available Members of the Health, Safety and Security Committee Advisory Panel, noted the report.**
- 20 Health, Safety and Security Risk Update - Exempt information relating to the Item on Part 1**
- 20.1 The Executive Director of Parks Operations and Venue presented the update on major health, safety and security risks, containing exempt information.
- 20.2 The Chair, following consultation with available Members of the Health, Safety and Security Committee Advisory Panel, noted the report and appendices.**

Chair

Date

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