

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

Date: Tuesday 15 October 2024
Time: 10.00 am
Venue: Small Auditorium 1,2 and 3, Level 10, 5 Endeavour Square, London E20 1JN/Teams

Present: Simon Blanchflower CBE (Chair)
Phil Mead
Helene Raynsford (via Teams)

In Attendance: Mark Camley, Executive Director of Park Operations and Venues
Chris Jones, Head of Security and Safety
Leona Roche, Head of Development (via Teams)
Colin Naish, Executive Director of Construction
Peter Swordy, Director of Health, Safety and Compliance, LS185
Rupert Baker, Health and Safety Manager, LS185
Momna Arif, LLDC Secretariat
Sue Riley, GLA Secretariat

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 12 March 2024

3.1 It was agreed that the minutes of the meeting of the Committee held on 12 March 2024 be signed by the Chair as a correct record.

4 Matters Arising and Action List

4.1 The Committee noted the Actions List.

5 Executive Director of Park Operations and Venues' Update

- 5.1 The Executive Director of Park, Operations and Venues provided an update on health, safety and security activity and welcomed Chris Jones, Head of Safety and Security who has joined the LLDC following the departure of Tony Tolley.
- 5.2 The Chair congratulated the Executive Director of Construction, and his team, for the exemplary health and safety record on the East Bank site.
- 5.3 Health and safety was being reviewed as part of the LLDC transition, ensuring clarity on roles and responsibilities, particularly in relation to the transfer of the London Stadium to GLA Holdings. LS185 were in the process of developing an online course to provide health and safety training for the E20 Board.
- 5.4 The Committee suggested that information on health and safety responsibilities should be included as part of Board Member inductions for LS185 and E20.
[Action: Director of Health, Safety and Compliance LS185]
- 5.5 In light of the transfer of the London Stadium, the Chair stressed the importance of clear accountability in all areas of health and safety, ensuring a smooth handover of processes where applicable and a common understanding of lease boundaries outside of the Stadium. Shared controls out to be implemented where appropriate, with consistent standards applied. It was suggested that a detailed interface document should be drafted making clear the responsibilities of the LLDC, E20 and LS185 under their remit post April 2025.
- 5.6 Skaters in the Park were still proving to be problematic and a range of control measures were in place, including the use of police dispersal notices, discussions with local skating groups and engagement with local businesses and enforcement agencies. The change in weather may encourage skaters to disperse sheltered areas across the Park.
- 5.7 Following the outage of the District Heating Network two years ago, the summer had been spent testing 130 valves. The test on a valve at the Copper Box Area had led to a major leak, however this had not affected the residential areas serviced and a temporary generator would be installed to ensure no disruption when the leaking pipe was replaced.
- 5.8 **The Committee noted the report.**

6 Health, Safety and Security Trends

- 6.1 The Executive Director of Park, Operations and Venues presented the report containing information on health, safety and security trends data from Quarter 4 of 2023/24 to Quarter 2 2024/25.
- 6.2 Officers had been unable to identify any anonymised comparative data to be included in the report.

6.3 The report for the RIDDOR at the Copper Box was reviewed by LLDC and GLL reminded of their responsibilities as the building operator. Event build staff were reminded of their health and safety responsibilities, and the importance of wearing a harness when working at height.

6.4 The Committee welcomed the number of reported near-misses which reflected a positive health and safety culture. It was agreed that the Executive Director of Park, Operations and Venues would confirm that all venue operators had an effective feedback loop process for near-miss reporting, to reinforce a strong health and safety culture and compliance.

[Action: Executive Director of Park, Operations and Venues]

6.5 It was noted that some of the non-conformances noted in the Park Health assurance reports on the East Bank site could be considered to be near-misses.

6.6 The Committee noted the report.

7 London Stadium Update

7.1 The Director of Health, Safety and Compliance LS185 provided the update on health, safety and security activity related to the London Stadium (LS185).

7.2 Discussions were ongoing with the Sports Ground Safety Authority regarding persistent standing at football matches. The Local Authority were in support of LS185's approach.

7.3 The Chair congratulated officers on achieving ISO45001 certification.

7.4 The Committee welcomed the lessons learnt process for summer 2024, as set out in the report.

7.5 An update was provided on the Safe Haven scheme, which promoted the use of a temporary holding area for those who felt threatened or vulnerable at any given event or location. The approach and process would be shared as part of staff training and communicated across the teams.

7.6 Staff were encouraged to share the excellent ideas and good practice in health, safety and welfare that was implemented at the Stadium, and it was agreed that officers would discuss the best way to do this, including submitting articles to the Institution of Occupational Safety journal.

[Action: Director of Health, Safety and Compliance LS185]

7.7 Accessibility and ticket support were identified as areas for improvement. Helene Raynsford offered to provide advice and support off line.

7.8 The Committee noted the report and update.

8 LLDC Park and Venues Safeguarding Update: January - August 2024

8.1 The Head of Security and Safety, LLDC Park Operations and Venues presented the update on health, safety and wellbeing matters over the last period, across the range of construction areas.

8.2 Officers would check the accuracy of the figures in paragraphs 3.1 (visitor numbers) and 3.2 (safeguarding incidents) of the report.

[Action: Head of Security and Safety, LLDC Park Operations and Venues]

8.3 The Committee noted the report and updates.

9 Health, Safety and Security Risk Update

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

9.2 The Committee noted the report.

10 Any Other Business the Chair Considers Urgent

10.1 There was no urgent business.

11 Date of Next Meeting

11.1 The Committee noted that the next meeting was due to be held in February 2025 at a date to be confirmed.

12 Exclusion of the Press and Public

12.1 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.

13 Minutes of the previous meeting held on 12 March 2024 containing exempt information

13.1 It was agreed that the minutes of the meeting of the Committee held on 12 March 2024 containing exempt information be signed by the Chair as a correct record.

14 Matters Arising and Actions List that contain exempt information

- 14.1 An update was provided on the progress regarding the chemical spill by the swimming pool contractor. Delays on the final report were due to the Fire Brigade requiring information in a specific format. The LLDC had escalated the process in the London Borough of Newham and offered help speed up the process where it can.

14.2 The Committee noted the actions list.

15 Executive Director of Park Operations and Venues' Update - exempt information relating to the Item on Part 1

- 5.1 The Executive Director of Park Operations and Venues presented the update on health, safety and security activity, that contains exempt information, related to the remit of the Committee.
- 15.2 The Chair noted that there were still a number of incidents involving working at heights and how these could be avoided by the use of platforms and other equipment rather than ladders.
- 15.3 MACE would continue to be encouraged to ensure good health and safety compliance on the East Bank site, despite numbers reducing overall as buildings were completed. There were no resourcing concerns or issues.
- 15.4 The Committee congratulated the team on the Considerate Constructors award.
- 15.5 The Committee noted the report.**

16 LLDC Park and Venues Safeguarding Update: January - March 2024 - exempt information relating to the item on Part 1 of the agenda

- 16.1 The Executive Director presented the update on safeguarding matters from January to August 2024.
- 16.2 Members welcomed the duty of care approach taken by all staff in relation to safeguarding and particularly when dealing with young people. Staff response to an incident reported in March 2024, as set out in the report, was commended.
- 16.3 The Committee noted the report and updates.**

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

- 17.1 LLDC Secretariat presented the update on health, safety and security risks identified by LLDC that contain exempt information.

17.2 A recent live issue with digital ticketing meant that the risk responses and plans for a cyber incident were put into practice.

17.3 Members highlighted the importance of cyber security and practiced responses to that of other safety risks, such as a terrorist or major incident.

17.5 The Committee noted the report and appendices.

18 Close of Meeting

18.1 The meeting ended at noon.

Chairman

Date

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