

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

Date: Wednesday 29 June 2022

Time: 11.00 am

Venue: Small Auditorium, 1,2 and 3, Floor 10, 5 Endeavour Square, London E20 1JN/Teams

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

In Attendance: Mark Camley, Executive Director of Park Operations and Venues
Colin Naish, Executive Director of Construction
Sarah Perry, Director of People and Organisational Development
Tony Tolley, Head of Safety and Security
Peter Tudor, Director of Visitor Services
Bode Akanbi, Health and Safety Manager, London Stadium
Leona Roche, Head of Development
Oliver Shepherd, Senior Programme Manager
Momna Arif, LLDC Secretariat
Sue Riley, GLA Secretariat

1 Apologies for Absence

- 1.1 There were no apologies for absence. Helene Raynsford was attending via Teams and therefore did not count towards quorum.

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 24 March 2022

- 3.1 It was agreed that the minutes of the meeting of the Health, Safety and Security Committee held on 24 March 2022 be signed by the Chair as a correct record.

4 Matters Arising and Actions List

- 4.1 The Chair had spoken to the Executive Director of Park Operations and Venues in relation to Action 12.2 and MACE had been contacted to discuss whether they used a safety culture model and whether it would be appropriate for use by the LLDC. A further update would be provided at the next meeting.

4.2 The Committee noted the Actions List.

5 Executive Director's Report

- 5.1 The Executive Director of Park Operations and Venues presented the update on health, safety and security incidents.

- 5.2 The Women and Girls' Safety Charter was currently out for consultation and stakeholder feedback. The Action Plan was shared at the meeting (attached at Appendix 1) and a copy would be circulated to all Committee Members.

[Action: Executive Director of Park Operations and Venues]

- 5.3 Phil Mead offered to share his knowledge of a safety app for reporting incidents when on site easily and effectively. A similar app was already in use by staff at the London Stadium and had helped increase the reporting of near misses. There were complications with the range of external partners on the park using different reporting systems and mechanisms but it was an option that could be pursued with a new provider.

- 5.4 An update was provided in on a child who had been injured following a collision with a bicycle on the Park recently. A range of measures were being taken to reduce the number of incidents involving bikes and e-scooters, including improved signage, physical barriers and patrolling officers. Discussions were also being held with Just Eat and Deliveroo to address delivery driver behaviour.

- 5.5 Cycle thefts were being raised with estate owners, such as Chobham Manor and East Wick, to help them reduce the level of thefts through good design and the sharing of best practice.

- 5.6 A budget had been identified for mental health awareness training for security staff in dealing with vulnerable users in the park. Helene Raynsford offered to discuss this issue outside of the meeting and to share her expertise in this area.

[Action: Head of Safety and Security/Helene Raynsford]

5.7 The Committee noted the report.

6 London Stadium Update

- 6.1 The London Stadium Health and Safety Manager presented the update on activity related to the London Stadium.

- 6.2 The consistent use of security staff had helped insure the smooth running of events and football games. Additional Covid-19 measures were also in place to

ensure staffing resilience. The increase in anti-social behaviour at football matches continued to mirror the national trend.

- 6.3 Lessons learnt from the three days of back to back concerts were discussed. Good forward planning and a focus on staff welfare, with increased breaks and adequate water, had contributed to the success and smooth running of the events. The Chair noted that he had attended an event himself and made positive observations in relation to the stewarding.
- 6.4 The Covid-19 policy for when a member of staff fell ill, all staff across the Park and LLDC buildings and estate is to test and stay at home when testing positive for Covid-19.
- 6.5 An update on a review of the fire alarm cause and effect system by the London Fire Brigade and LS185 would be reported to the next meeting.

6.6 The Committee noted the report.

7 Construction Related Health and Safety Update

- 7.1 The Head of Security and Safety introduced the update on health, safety and well being issues related to construction activity.

7.2 The Committee noted the report.

8 LLDC Park and Venue Safeguarding Update: January - March 2022

- 8.1 The Director of Park Operations and Venues presented the update on Safeguarding from January to March 2022.
- 8.2 The Safeguarding Policy was being reviewed and would be submitted to the next meeting of the Committee and then Board for approval.

8.3 The Committee noted the report.

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 the 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 on 14 September 2022 at 2pm.**

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, paragraphs 3&7 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 or any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.**

13 Minutes of the previous meeting held on 24 March 2022 containing exempt information

- 13.1 It was agreed that the minutes of the meeting of the Health, Safety and Security Committee held on 24 March 2022 containing exempt information be signed by the Chair as a correct record.**

14 Matters Arising and Actions List that contain exempt information

- 14.1 The Committee noted the Actions List containing exempt information.**

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

- 15.1 The Executive Director of Parks Operations and Venues presented the update containing exempt information.**

15.2 The Committee noted the report.

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

- 16.1 The Head of Security and Safety presented the update, containing exempt information.**

16.2 The Committee noted the report.

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

- 17.1 The Executive Director of Park Operations and Venues introduced the update containing exempt information.**

17.1 The Committee noted the report.

Chair

Date

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