

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

**Meeting Date:** Tuesday 17 October 2023

**Time:** 11.00 am

**Venue:** Small Auditorium 1,2, and 3, 10<sup>th</sup> Floor, 5 Endeavour Square, London E20 1JN or [via Microsoft Teams](#).

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Members of the London Legacy Development Corporation Health, Safety and Security Committee are hereby notified and requested to attend the meeting of the Health, Safety and Security Committee of the Corporation at 11.00 am on Tuesday 17 October 2023 to transact the business set out below.

This meeting will be open to the public, except for where exempt information is being discussed as noted on the agenda. A guide for the press and public on attending and reporting meetings of local government bodies, including the use of film, photography, social media and other means is available at

[www.london.gov.uk/sites/default/files/openness-in-meetings.pdf](http://www.london.gov.uk/sites/default/files/openness-in-meetings.pdf)

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### Committee Members:

Simon Blanchflower CBE (Chair)  
Phil Mead  
Helene Raynsford

### 1 Apologies for Absence

### 2 Declarations of Interest

Members are reminded that any interests in a matter under discussion must be declared at the start of the meeting, or at the commencement of the item of business.

### 3 Minutes of the previous meeting held on 13 June 2023 (Pages 1 - 4)

The Committee is asked to agree the minutes of the meeting held on 13 June 2023.

- 4 Matters Arising and Action List** (Pages 5 - 6)
- The Committee is asked to note the actions arising from previous meetings.
- 5 Executive Director's Report** (Pages 7 - 12)
- The Committee is asked to note the Executive Director's report.
- 6 London Stadium Update** (Pages 13 - 16)
- The Committee is asked to note the Stadium Update.
- 7 Construction Related Health and Safety Update** (Pages 17 - 18)
- The Committee is asked to note the update on construction related health and safety issues.
- 8 LLDC Park and Venues Safeguarding Report June - August 2023** (Pages 19 - 20)
- The Committee is asked to note the LLDC Venues Safeguarding report.
- 9 Health, Safety and Security Trends** (Pages 21 - 22)
- The Committee is asked to note the update on health and safety trends data.
- 10 Health, Safety and Security Risk Update** (Pages 23 - 24)
- The Committee is asked to note the update report on health, safety and security risks.
- 11 Any other business the Chair considers urgent**
- The Chair will state the reason for urgency of any item taken.
- 12 Date of Next Meeting**
- The next meeting of the Committee is due to be held on Tuesday, 12 March 2024 at 10.00am.
- 13 Exclusion of the press and public**
- The Committee is recommended to agree to exclude the public and press from the meeting, in accordance with paragraphs 3&7 of Schedule 12A of the Local Government Act 1972 (as amended), in that the following items of business contain information relating to the financial or business affairs of an individual, organisation or the London Legacy Development Corporation (LLDC).*

**14 Matters Arising and Actions List that contain exempt information**  
(Pages 25 - 26)

The Committee is asked to note the matters arising from the previous meeting, containing exempt information.

**15 Executive Director's Report - Exempt information relating to the Item on Part 1**  
(Pages 27 - 156)

The Committee is asked to note the Executive Director's Report containing exempt information.

**16 Construction Related Health and Safety Update - Exempt information relating to the Item on Part 1**  
(Pages 157 - 160)

The Committee is asked to note the update containing exempt information.

**17 LLDC Park and Venues Safeguarding Update June - August 2023 - Exempt information relating to the Item on Part 1**  
(Pages 161 - 166)

The Committee is asked to note the LLDC Venues Safeguarding report, containing exempt information.

**18 Health, Safety and Security Risk Update - Exempt information relating to the Item on Part 1**  
(Pages 167 - 176)

The Committee is asked to note the appendix containing exempt information.

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## DRAFT MINUTES

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

**Date:** Tuesday 13 June 2023  
**Time:** 11.00 am  
**Venue:** Small Auditorium, 1,2 &3, Floor 10, 5 Endeavour Square, London E20 1JN or via Teams

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

**In Attendance:** Mark Camley, Executive Director of Park Operations and Venues  
Colin Naish, Executive Director of Construction  
Peter Tudor, Director of Park Operations and Venues  
Tony Tolley, Head of Park Security and Safety  
Leona Roche, Head of Development

Peter Swordy, Director, Health, Safety and Compliance London Stadium  
Alan Skewis, London Stadium  
Rupert Baker, London Stadium  
Momna Arif, LLDC Secretariat  
Sue Riley, GLA Secretariat

#### 1 Apologies for Absence

- 1.1 There was one apology for absence given by Peter Swordy, Director Health, Safety and Compliance London Stadium. Alan Skewis and Rupert Baker were in attendance for the London Stadium. The Chair noted that this would be Peter Tudor, Director of Park Operations and Venues last meeting as he was leaving the LLDC. He wished him well and thanked him for his hard work and contribution to the work of the Committee. Edward Fane, Head of Venues, would attend future meetings to provide Park Operation and Venues and Safeguarding updates.

#### 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 18 April 2023**

- 3.1 It was agreed that the minutes of the meeting of the Committee held on 18 April 2023 be signed by the Chair as a correct record, subject to paragraph 5.8 being removed.**

**4 Matters Arising and Action List**

- 4.1 The Committee noted the Actions List.**

**5 Review of Committee Terms of Reference**

- 5.1 The Executive Director of Park Operations and Venues presented the updated Terms of Reference for review.

- 5.2 The Committee noted the proposed changes to the Terms of Reference which would be submitted to the Board for approval.**

**6 Executive Director of Park Operations and Venues' Update**

- 6.1 The Executive Director of Park Operations and Venues presented the update on health, safety and security activity related to the remit of the Committee.

- 6.2 The Committee noted that the East Bank project had been awarded the RoSPA gold award for health and safety performance for the calendar year. Since the publication of the agenda a further award had also been received – the Safety Project Award.

- 6.3 High speed e-scooters continued to be monitored. Helene Raynsford asked that if any speed restricting devices were installed in the Park that wheelchair users be consulted first.

- 6.4 The Committee noted the report.**

**7 Any other business the Chair considers urgent.**

- 7.1 There was no urgent business.

**8 Date of Next Meeting**

- 8.1 The Committee noted that the next meeting was due to be held on 17 October 2023 at 11am.**

**9 Exclusion of the press and public**

- 9.1 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.**

**10 Minutes of the previous meeting held on 18 April 2023 containing exempt information**

- 10.1 It was agreed that the minutes of the meeting of the Committee held on 18 April 2023 containing exempt information be signed by the Chair as a correct record, subject to a change made at the meeting.**

**11 Matters Arising and Actions List that contain exempt information**

- 11.1 The Committee noted the Actions List.**

**12 Executive Director of Park Operations and Venues' Update - Exempt information relating to the Item on Part 1**

- 12.1 The Executive Director of Park Operations and Venues presented the report containing exempt information.**

- 12.2 A number of presentational updates were given at the meeting on Stadium LS185, the District Heating Network and an unplanned outage on the lifts at the ArcelorMittal Orbit.**

- 12.3 The Committee welcomed the positive health and safety reports reported to the meeting, including the educational approach to near-misses and lessons learnt.**

- 12.4 The Chair welcomed the report and acknowledged the challenges in relation to the busy event schedule at the Stadium during the summer period.**

**12.5 The Committee noted the report and appendices.**

**13 Close of Meeting**

- 13.1 The meeting closed at noon.**

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Chair

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Date

**Contact Officer:** Momna Arif, LLDC, Floor 9, 5 Endeavour Square, London E20 1JN |  
Email: MomnaArif@londonlegacy.co.uk

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## Health, Safety and Security Committee Actions List (reported to the meeting on 17 October 2023)

### Actions from the last meeting (13 June 2023)

Minute No.	Item/Description	Action By	Target Date	Status/note
	<i>There are no actions to report from the meeting on 13 June 2023</i>			

### Actions from previous meetings

Minute No.	Item/Description	Action By	Target Date	Status/note
5.3 (13 December 2021)	<b>Executive Director's Report</b>  Present accident statistic trend analysis on a regular basis to the Committee	Mark Camley	17 October 2023	Complete – Trend analysis is on the agenda. A separate report and item has been included on the agenda.

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**Subject:** Executive Director of Park Operations and Venues' Update  
**Meeting date:** 17 October 2023  
**Report to:** Health, Safety and Security Committee  
**Report of:** Mark Camley, Executive Director of Park Operations and Venues

**This report will be considered in public**

## 1. SUMMARY

- 1.1. This report provides an update on Health, Safety and Security activity related to the remit of the Committee.
- 1.2. A report is included in Part 2 of the agenda, which contains exempt supplemental information. The information is exempt by virtue of part 1 paragraphs 3 and 7 of schedule 12A in that it contains information relating to the business affairs of the LLDC, and information relating to any action taken or to be taken in connection with the prevention, investigation, or prosecution of crime.

## 2. RECOMMENDATION

- 2.1. **The Committee is asked to note this report.**

## 3. INCIDENTS

- 3.1. The table below sets out the number of incidents between June 2023 – August 2023.

Number of incidents:

Type of incident	Stadium	Park and Other Venues	East Bank	Development sites	Office and other sites
Major (RIDDOR)	0	0	0	0	0
Major (non-RIDDOR)	4	0	0	0	0
Disease	0	0	0	0	0
Minor	83	36	5	0	0
Near misses	285	10	4	0	0
Fatalities	0	0	0	0	0
Dangerous occurrences	0	0	0	0	0

## Stadium

3.2. Most incidents involve first aid for the public or vehicles/equipment being stored under fire shutters. This has been addressed during regular inspections and those responsible spoken to.

3.3. London Stadium near misses/accidents/incidents in June-September 2023.

Date of incident	Provide detail of incident
27/06/2023	Set stage heavy duty dolly had been delivered to the area by forklift truck (FLT). The dolly was grounded by the FLT and the Setstage crew gathered around the large dolly to push it into its final position. As they started pushing the dolly two of the heavy-duty castors broke off from the dolly frame causing the loaded dolly to drop about 250mm onto the ground.
23/06/2023	CCTV operator in control spotted a worker was working at height in a cherry picker without a harness or being tethered on.
23/06/2023	Bike being stored that has an electric kit attached with battery pack. Reported to H&S and then Vinci office. Bike removed by owner to outside stadium.
16/06/2023	A fairfax delivery driver who was delivering meat on behalf of DN was waiting for a lorry to move so he could access the loading bay but was unfortunately sitting directly under the roller shutter. The fire alarms were being tested which caused the shutters to drop resulting in the shutter sitting on top of the vehicle.
15/06/2023	Fencing blocking roller shutter.
10/06/2023	Dry riser blocked.
10/06/2023	Hewitt sports white van parked under pitch fire shutter.

23/07/2023	Herris fencing fell over in wind.
22/07/2023	A lorry collided with the Gate
19/07/2023	While offloading a delivery from our supplier brakes lorry, a heavy pallet of water was stacked poorly on a very damaged/ tiny euro pallet. It was carefully taken off the lorry with a forklift to the floor to be re-stack but as the pallet was badly damaged due to heavy load, it was not possible to move it further to a safe space and the water collapsed on the floor. No damage was done to person or equipment.
14/07/2023	Two DN staff were pulling a pallet of kegs out of the lift and the wheel of the pallet truck got stuck on the carpet just outside the lift. This caused the pallet truck and the pallet to stop and the lift door hit by the pallet. The lift door could not close because of this.
13/07/2023	Delaware freezer used for concerts and MLB, broke down and was put out on the outer Podiums, without being strapped or taped off
07/07/2023	Reported by fire officers that they got a shock from the water fountains on the pitch
07/07/2023	Reported by H&S that member of staff got hit by a door when stadium opening

08/07/2023	Member of staff riding fast on an electric scooter
03/07/2023	Person was accessing the substructure. He was clipped off and as he was climbing he supported himself on a cross brace that was resting on a rosette that had not been secured by the Layher pin to the rosette. Person fell back and managed to grab a horizontal ledger and that prevented him from falling.

28/09/2023	Pallets been dumped along service road.
28/09/2023	Main doors cable tied not using feet to lock
28/09/2023	Sensor wire coming out of ground
21/09/2023	Heavy signage fallen down.

### Park and other Venues

- 3.4. In the Park and other venues, there was a mixed range of causes of incidents with no single area of fault.
- 3.5. We had a number of concerns for welfare and mental health issues across the period with individuals being passed to emergency services as appropriate.
- 3.6. We continue to see high speeds by e-bikes, e-scooters, and cycles through pedestrian areas.

#### Park and other venues near misses/incidents

Date	Incident	Severity	Treatment
03-Jun	Child cut to foot	Green	First Aid
05-Jun	Fall - Elbow bruising	Green	First Aid
11-Jun	Person Collapsed - head injury - taken to hospital	Red	Hospital
20-Jun	Fall from Bike	Green	First Aid
24-Jun	Child having a seizure	Amber	First Aid
25-Jun	Bike collided with Child	Amber	First Aid
06-Jul	Fall from bike	Green	First Aid
07-Jul	Child fall from scooter	Green	First Aid
07-Jul	Child fall from bike	Green	First Aid
09-Jul	Child fell from Gym Equipment	Amber	Ambulance
09-Jul	Child hit by swing	Green	First Aid
11-Jul	Fall from roller skates	Green	First Aid
21-Jul	Child fall from swing - taken to hospital	Red	Hospital
31-Jul	Fall from bike	Red	Hospital
03-Aug	Fall from bike	Green	First Aid
11-Aug	Fall from bike	Green	First Aid
11-Aug	Fall - chasing phone thieves	Green	First Aid
16-Aug	Fall from bike	Green	First Aid
17-Aug	Fall from bike	Green	First Aid
19-Aug	Fall from bike	Green	First Aid
19-Aug	Child twisted ankle	Green	First Aid

Date	Incident	Severity	Treatment
20-Aug	Child Grazed Knee	Green	First Aid
20-Aug	Fall - hit head	Amber	First Aid
24-Aug	Fall from bike - broken ankle	Red	Hospital

3.7. The following proactive interventions were undertaken during the period.

	Park	East Bank	Stadium
Tool Box Talks	20	10	180
Safety Moments	0	0	0
Inductions	0	Not reported	153
Safety Tours (SPVS) / Patrols	32	100	224

3.8. The Park has remained popular with local people during the period.

3.9. Events (outside of stadium) have continued in the Copper Box Area, London Aquatics Centre and and Parklands without any major incidents.

#### 4. KEY DEVELOPMENTS

- 4.1. During the period, Anti-Social Behaviour decreased overall. On the Park, robberies, phone snatches and cycle theft decreased. A series of proactive joint operations took place and continued the reduction of offences. Workshops continue to be held with MPS and local partners to look at targeting resources, co-ordinating our approach and incident communications. The Multi-Storey Car Park remains a draw for skateboarders and cyclists.
- 4.2. There were no major issues on either the Chobham Manor or the Eastwick developments – although both areas have seen an increase in theft of bicycles and phone snatches.
- 4.3. Following the publication of the women's safety consultation report, we are building on this data set and report to produce more universal guidance. Working in partnership with Arup, we are producing the Urban Design Guidance: Making Spaces Work for Women. This guidance builds on the identified hotspots and concerns and working with local women and girls through various methods of consultation such as workshops and experience walks. The guidance will act as a tool for stakeholders and developers with recommended solutions to make spaces safer for women. The work to date has identified twelve emerging solutions. The guidance will be published early January 2024.
- 4.4. Building on the success of the LLDC Stakeholder Women's Safety Charter, we are now looking to engage new partners and stakeholders such as UAL to sign up and represent the student interest on the QEOP estate.
- 4.5. We have also spotlighted three projects across LLDC that have a particular focus on women's safety:
  - Lighting Audit and Lighting Strategy Update – This project is looking at reviewing the existing Park lighting and identifying improvements and where possible identifies specific routes with ideal lighting conditions.

- Marshgate Lane and Greenway Links – Connectivity project making improvements to pedestrian and cyclist movements on and around Marshgate Lane and the Greenway. This project requires collaboration with the LB Newham who will deliver the improvements.
- Waterden Green Youth Play Shelter – Part of Eastwick Phase 2, this scheme is delivering a play space which will be co-designed by and for girls.

## 5. APPENDICES

5.1. None.

### List of Background Papers

None.

**Report originator(s):** Mark Camley, Executive Director of Park Operations and Venues

**Email:** [markcamley@londonlegacy.co.uk](mailto:markcamley@londonlegacy.co.uk)

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**Subject:** London Stadium Update  
**Meeting date:** 17 October 2023  
**Report to:** Health, Safety and Security Committee  
**Report of:** Peter Swordy, Director of Health Safety and Compliance LS185

**This report will be considered in public**

## **1. SUMMARY**

- 1.1. This report provides an update on Health, Safety and Security activity related to London Stadium.

## **2. RECOMMENDATION**

- 2.1. **The Committee is asked to note this report.**

## **3. LONDON STADIUM EVENTS AND MATCHES**

- 3.1.

Event	Date	Actual attendance
Burna Boy	3 June 2023	50,240
Major League Baseball 1	24 June 2023	44,670
Major League Baseball 2	25 June 2023	42,020
The Weekend	7 July 2023	73,315
The Weekend	8 July 2023	74,905
Monster Jam	15 July 2023	31,818
Athletics	23 July 2023	43,782
Chelsea	20 August 2023	57,489
Wing fest	29 July 2023	5,000
Wing fest	30 July 2023	5,000
Sidemen vs Youtubers	9 September 2023	54,310
Manchester City	16 September 2023	57,993
TSC Backa Topola	21 September 2023	35,008

#### **4. COVID-19 UPDATE**

- 4.1. If staff have symptoms of Covid-19 or Flu, they are advised to work from home if able to do so. There have been a few cases recently and this has worked well. Covid is now classified by the WHO as endemic (regularly occurring within an area or community).

#### **5. LICENCES TO OPERATE**

- 5.1. The Sports Grounds Safety Authority has approved the licence to admit spectators for 23/24 but will require more work on persistent standing in the lower stands.
- 5.2. DN the catering operator has asked for the stadium to apply for a marriage licence. Stadium reviewing suitability/operational ability.

#### **SECURITY**

- 5.3. The mainland national terrorism Threat Level continues to be **substantial** - an attack is likely.
- 5.4. The threat level in Northern Ireland continues to be **severe**.
- 5.5. Members of the public have been found cycling between the HVM security bollards at gate 1 (main road entrance). Measures have been put in place to prevent this. No further occurrences have occurred.
- 5.6. The Stadium continually review CCTV arrangements for suitability. New CCTV cameras have been installed inside the bowl for both lifecycle replacement and better coverage. A project team has been set up to ensure approved capital budget is allocated appropriately on further lifecycle replacement, upgrade from analogue to digital cables / switches and coverage of new areas, such as the new East Stand bar on inner concourse.
- 5.7. The Met Police have undertaken a review of Burna Boy, including an extensive debrief meeting at Charing Cross Police Station, which included Stadium Directors, LLDC Head of Safety and Security, BTP and Newham Council. The police have made various recommendations in relation to the planning and event itself. The Stadium and Newham Council are meeting with the Police to provide feedback on these comments.
- 5.8. During the first few matches of the new PL season the Stadium has been subject to several audits from SGSA, Premier League, West Ham and Newham Council. All of these audits have generally been favourable regarding stadium operations, planning, safety and security.
- 5.9. During recent events there have been several attempts to gain access to the Stadium Island and building via fence climbing. None of these persons gained access to key areas. However, a review of island barriers, towpath lockdown and fence height are underway.

#### **6. PROJECTS**

- 6.1. There are several projects currently underway/have been completed.
  - Back of house lighting is now completed and snagging is taking place. Energy savings have been substantial.
  - Security Reception Workforce Building is now occupied and is staffed 24/7. Upgrades to fencing in the area have also been completed. Some further upgrades to security are planned through planting to deter intruders.

- The public address system has been updated and worked very well during the summer events. Some minor adjustments have been made since commissioning.
  - Solar membrane/panels for stadium roof - potential bidders supplied with detailed tender information along. Site visits took place during September 2023.
- 6.2. Co-ordination of these projects involves extensive planning and ensuring coordination is done through Head of Projects and Daily Activity Briefings (DABS). This is a very effective method of communicating key safety messages.

### **Summer Events**

- 6.3. The health and safety network of all stadium contractors and operators for the summer events worked exceptionally well. All the participants were aware of the importance of safety and worked hard to ensure that the events were safe and successful. The network was able to quickly respond to any incidents that occurred and make sure that everyone was safe. Although there were some minor first aid incidents, none of them were significant enough to result in any lost time/RIDDOR reports. The coordination of these events was complex in some instances but with the right guidance and support, the stadium, operators and contractors were able to create a safe environment for everyone involved. Overall, the network was able to create safe and successful events with no significant incidents.
- 6.4. This year's summer season was busy for the stadium project managers and stadium seating contractors. The seating had to be reinstalled, adjusted and changed five separate times to accommodate the various events that took place throughout the summer season. Despite the tight deadlines, the team was able to complete the task of transitioning the seats on each occasion on time. The transitions required a great deal of effort and cooperation from everyone involved and the outcome was a successful and efficient summer season.

## **7. HEALTH AND SAFETY ADVICE AND TRAINING**

- 7.1. The Director of Health Safety and Compliance regularly attends IOSH meetings with other similar venues as part of the Institute of Occupational Safety and Health Sports Grounds and Venues Sub Committee. London Stadium has been asked to take part in a national/international webinar on the interaction between broadcasters, production and venues.
- 7.2. Event readiness meetings are monthly ongoing with Stadium Arena Group (Police, Fire, NHS, Newham, etc).
- 7.3. First Aid training (EFAW 1 day) took place for stadium staff and contractors in September.
- 7.4. Fire Marshall training will take place later this year.

## **8. FINANCIAL IMPLICATIONS**

- 8.1. The new Health & Safety Manager completed their probation in August 2023. They have been tasked with having the Stadium accredited to ISO 45001 by March 2024 as a key objective.
- 8.2. New H&S Coordinator recruitment was advertised in September 2023. Interviews to take place during October 2023.
- 8.3. The Fire doors in the lower levels are being reviewed and updated.
- 8.4. The Stadium fire strategy is being updated following amendments to the stadium internal fabric, systems, and processes since 2014.

## **9. LEGAL IMPLICATIONS**

9.1. There are no legal implications.

## **10. PRIORITY THEMES**

10.1. The report has no implications for LLDC's priority themes.

## **11. APPENDICES**

11.1. There are no appendices to this report.

### **List of Background Papers**

- None

**Report originator(s):**  
**Email:**

Peter Swordy, Director of Health Safety and Compliance LS185  
[peter.swordy@londonstadium185.com](mailto:peter.swordy@londonstadium185.com)



**Subject:** Construction Related Health and Safety Update  
**Date:** 17 October 2023  
**Report to:** Health, Safety and Security Committee  
**Report of:** Tony Tolley, Head of Security and Safety LLDC Park Operations and Venues

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**This report will be considered in public**

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**1. SUMMARY**

- 1.1. This report provides an update on Health, Safety and Wellbeing issues related to construction activity. There have been several Health, Safety and Wellbeing matters to arise over the last period, across the range of construction areas.
- 1.2. A report is included in Part 2 of the agenda, which contains exempt supplemental information. The information is exempt by virtue of part 1 paragraphs 3 and 7 of schedule 12A in that it contains information relating to the business affairs of the LLDC, and information relating to any action taken or to be taken in connection with the prevention, investigation, or prosecution of crime.

**2. RECOMMENDATION**

- 2.1. **The Committee is asked to note this report.**

**3. AREAS OF ACTIVITY**

- 3.1 The report in part 2 sets out further exempt information relating to different areas of activity in East Bank and in the Construction Management Group.

**4. FINANCIAL IMPLICATIONS**

- 4.1. There are no financial implications.

**5. LEGAL IMPLICATIONS**

- 5.1. There are no legal implications.

**6. PRIORITY THEMES**

- 6.1. LLDC's priority themes will be considered as the workplan is implemented.

**7. APPENDICES**

- 7.1. None.

**List of Background Papers:**

- None

**Report originator(s):** Tony Tolley, Head of Security and Safety LLDC Park  
Operations and Venues

**Email:** [TonyTolley@londonlegacy.co.uk](mailto:TonyTolley@londonlegacy.co.uk)



**Subject:** LLDC Park and Venues Safeguarding Report June – August 2023  
**Meeting date:** 17 October 2023  
**Report to:** Health, Safety and Security Committee  
**Report of:** Edward Fane, Head of Venues

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**This report will be considered in public**

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## **1. SUMMARY**

1.1. This paper provides an update to the Committee on Safeguarding incidents for the period between June – August 2023 as reported by the following:

- ArcelorMittal Orbit
- Copper Box Arena
- London Aquatics Centre
- The Last Drop
- Timber Lodge
- 3 Mills Studios
- London Stadium
- Waterways activities
- Hackney Bridge
- Park Kiosks
- ABBA Arena
- LLDC Events
- Our Parklife (volunteer programme)
- Park Security

1.2. LLDC is not responsible for the Lee Valley Venues or Here East and is reliant upon information supplied directly from operators to feed into updates.

1.3. Further information on the Safeguarding incidents contained in this report can be found in a separate item on Part 2 of the agenda (contains exempt information). The information is exempt by virtue of part 1, paragraphs 3 and 7 of Schedule 12A of the Local Government Act 1972 in that it contains information relating to the financial or business affairs of a person or authority, and information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

## **2. RECOMMENDATION**

2.1. **The Committee is asked to note the report.**

### **3. BACKGROUND**

- 3.1. During the period, there were over 2.5m visitors to the Park and Venues.
- 3.2. There were thirty-nine reported Safeguarding incidents relating to venues: thirty-four related to London Stadium, three at the London Aquatics Centre, one at the ABBA Arena and one at the Copper Box Arena.
- 3.3. Park Security reported 17 instances of matters of concern for welfare but no reports of safeguarding issues.
- 3.4. There were no reports of Safeguarding incidents related to Park events.
- 3.5. 3 Mills Studios, ArcelorMittal Orbit, Podium Café, Timber Lodge café and Lee and Stort Boats reported no incidents of safeguarding.

### **4. SAFEGUARDING POLICY UPDATE**

- 4.1. The ArcelorMittal Orbit and Podium operator had provided their Safeguarding Policy.

### **5. PEOPLE UPDATE**

- 5.1. Following the resignation of the Director of Park Operations and Venues, a new Customer Services role has been created and filled. The role will report directly to the Head of Venues.
- 5.2. DSO training is to be undertaken by both in the next period.

### **6. FINANCIAL IMPLICATIONS**

- 6.1. There are no financial implications relating to this report.

### **7. LEGAL IMPLICATIONS**

- 7.1. There are no legal implications relating to this report.

### **8. APPENDICES**

- 8.1. There are no appendices to this report.

<b>List of Background Papers:</b>
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- |                                                        |
|--------------------------------------------------------|
| <ul style="list-style-type: none"><li>• None</li></ul> |
|--------------------------------------------------------|

**Report originator(s):**  
**Email:**

Edward Fane, Head of Venues  
[EdwardFane@Londonlegacy.co.uk](mailto:EdwardFane@Londonlegacy.co.uk)

**Subject:** Health, Safety and Security Trends  
**Meeting date:** 17 October 2023  
**Report to:** Health, Safety and Security Committee  
**Report of:** Mark Camley, Executive Director of Park Operations and Venues

**This report will be considered in public.**

## **1. SUMMARY**

- 1.1. This report contains information about Health, Safety and Security Trends data from Q1 of 2022/23 (April – June) through to Q1 of 2023/24 (April – June).
- 1.2. Trends data is presented for Park Operations and Venues and Construction, East Bank and London Stadium.

## **2. RECOMMENDATION**

- 2.1 **The Committee is asked to note the report.**

## **3. BACKGROUND**

- 3.1. At a previous Health, Safety and Security Committee meeting, the Committee requested to see Health, Safety and Security trends data across a period.
- 3.2. Trends across 2022-2023 have been presented in three separate tables under the main business area of LLDC's responsibilities reporting RIDDORS, Time Lost, No Time Lost/Other and Near Misses.
- 3.3. The tables below show the trends across time for each area and category.

### **Park Operations and Venues and Construction**

	2022/23 Q1	2022/23 Q2	2022/23 Q3	2022/23 Q4	2023/24 Q1
<b>RIDDORS</b>	0	0	0	0	0
<b>Time Lost</b>	1	4	1	0	0
<b>No Time Lost/Other</b>	20	38	14	11	21
<b>Near misses</b>	1	2	5	11	8

### **East Bank**

	2022/23 Q1	2022/23 Q2	2022/23 Q3	2022/23 Q4	2023/24 Q1
<b>RIDDORS</b>	0	0	1	1	0
<b>Time Lost</b>	0	2	2	0	4
<b>No Time Lost/Other</b>	3	7	4	6	15
<b>Near misses</b>	1	1	3	3	6

## London Stadium

	2022/23 Q1	2022/23 Q2	2022/23 Q3	2022/23 Q4	2023/24 Q1
<b>RIDDORS</b>	0	0	0	0	0
<b>Time Lost</b>	0	0	0	0	0
<b>No Time Lost/Other</b>	0	0	0	0	0
<b>Near misses</b>	38	20	29	166	57

### 4. TRENDS ANALYSIS

- 4.1. There are no significant trends in the majority of the data.
- 4.2. All areas reported 0 RIDDORS apart from on the East Bank site in Q3 2022-23 and Q4 2022-23.
- 4.3. The London Stadium has a high number of 'Near Misses' however this is seen as a positive as they are in part the result of increased training and awareness leading to improved reporting. The low number of Near misses reported across Park Operations and Venues and Construction, is almost certainly, in part due to under reporting the true number of near misses. For Parklands several positive early interventions using safety observations also reduce the potential for near misses and or dangerous occurrences. It is suggested that there is a targeted exercise on reporting near misses in this area, as a tool to improve awareness and ensure that near misses don't lead to future accidents.
- 4.4. The growth in no time lost incidents at East Bank in the last reported quarter should be monitored as while it will in part reflect the increasing number of people working on site, it might also be in part a function of time pressure in the lead up towards building completions.
- 4.5. Figures for the next period are encouraging, showing a reverse in the trend and these will be formally recorded in the next report to the Committee.

### 5. FINANCIAL IMPLICATIONS

- 5.1. There are no financial implications relating to this report.

### 6. LEGAL IMPLICATIONS

- 6.1. There are no legal implications relating to this report.

### 7. APPENDICES

- 7.1. None

#### List of Background Papers:

- None

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**Subject:** Health, Safety and Security Risk Update  
**Date:** 17 October 2023  
**Report to:** Health, Safety and Security Committee  
**Report of:** Mark Camley, Executive Director of Park Operations and Venues

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**This report will be considered in public**

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## **1. SUMMARY**

- 1.1. This paper is intended to update the Health, Safety and Security Committee on major health, safety and security risks identified by LLDC.
- 1.2. Further information on the risks contained this report, including a heat map and risk register, can be found in a separate item on Part 2 of the agenda (contains exempt information). The information is exempt by virtue of part 1, paragraphs 3 and 7 of Schedule 12A of the Local Government Act 1972 in that it contains information relating to the financial or business affairs of a person or authority, and information relating to any action taken or to be taken in connection with the prevention, investigation, or prosecution of crime.

## **2. RECOMMENDATION**

- 2.1. **The Committee asked to note this report.**

## **3. BACKGROUND**

- 3.1. The Health, Safety and Security risk register and heatmap were reviewed by the Committee were last reviewed on 18 April 2023 meeting. Both documents are appended to the report in Part 2 of the meeting and have been updated incorporating comments from the Committee and feedback and comments from LLDC Officers.
- 3.2. The risk ratings referenced in this paper are based on residual risk assessment taking account of mitigating controls that are in place to reduce both the likelihood and consequence of a risk where consequence is solely measured against security and health and safety criteria.

## **4. FINANCIAL IMPLICATIONS**

- 4.1. There are no new funding implications of the report.

## **5. LEGAL IMPLCATIONS**

- 5.1. There are no legal implications of the review.

## **6. PRIORITY THEMES**

- 6.1. The report has no implications for LLDC's priority themes.

## 7. APPENDICES

7.1. There are no appendices to this report.

**List of Background Papers:**

- None

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