

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

Meeting Date: Tuesday 18 April 2023

Time: 11.00 am

Venue: Small Auditorium, 1,2 &3, Floor 10, 5 Endeavour Square, London E20 1JN or [Microsoft Teams](#)

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 18 April 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

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 14 December 2022

(Pages 1 - 18)

The Committee is asked to agree the minutes of the Health, Safety and Security Committee held on 14 December 2022.

4 Matters Arising and Action List (Pages 19 - 20)

The Committee is asked to note the actions arising from previous meetings.

5 Executive Director of Park Operations and Venues' Update (Pages 21 - 24)

The Committee is asked to note the Executive Director's report.

6 London Stadium Update (Pages 25 - 28)

The Committee is asked to note the Stadium Update.

7 Construction Related Health and Safety Update (Pages 29 - 30)

The Committee is asked to note the update on construction related health and safety issues.

8 LLDC Park and Venue Safeguarding Update (October - December 2022) (Pages 31 - 32)

The Committee is asked to note the LLDC Venues safeguarding report.

9 District Heating Network (Pages 33 - 34)

The Committee is asked to note the update on the District Heating Network.

10 Health, Safety and Security Risk Update (Pages 35 - 36)

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 13 June 2023 at 11am.

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 Minutes of the previous meeting held on 14 December 2022 containing exempt information (Pages 37 - 50)

The Committee is asked to agree the minutes of the meeting held on 29 June 2022 that contain exempt information.

15 Matters arising and actions list that contain exempt information (Pages 51 - 52)

The Committee is asked to note the matters arising from the previous meeting,

16 Executive Director of Park Operations and Venues' Update - Exempt information relating to the Item on Part 1 (Pages 53 - 180)

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

17 Construction Related Health and Safety Update - Exempt information relating to the Item on Part 1 (Pages 181 - 232)

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

18 District Heating Network Issues (December 2022) - Exempt information relating to the item on Part 1 (Pages 233 - 240)

The Committee is asked to note the update on the District Heating Network report containing exempt information.

19 Health, Safety and Security Risk Update - Exempt information relating to the Item on Part 1 (Pages 241 - 250)

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 Advisory Panel

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: Russ Barnes, Partnership Manager for GLL at QEOP
Muir Forrest, GLL National Safeguarding Officer.

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.

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.

Due to the train strike, it had been agreed to hold the meeting as an Advisory Panel of the Committee.

1 Apologies for Absence

- 1.2 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 **The Chair, following consultation with available Members of the Health, Safety and Security Committee Advisory Panel, 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.
- 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 in April 2023.
[Action: LLDC Head of Safety and Security]
- 5.5 An update was also provided on a RIDDOR (Reporting of Injuries, Diseases and Dangers Occurrences) incident which had occurred since the publication of the report, which was being investigated by the Executive Director of Construction and had resulted in a contractor suffering multiple injuries.
- 5.6 The incident had involved the moving of heavy cable in an area with 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 presented an 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, noted 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 LLDC and paid for by LLDC. Structural damage to the Stadium caused by vandalism had been borne by West Ham United 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 cabling within the Stadium.
- 6.6 Issues with the localised fire alarm systems, which were triggered by smoking in the toilets, were being looked at 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 top exercises were planned, including preparation for the Major League Baseball events planned for Summer 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 wellbeing 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 & 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.**

14 Minutes of the previous meeting held on 29 June 2022 containing exempt information

- 14.1 The Chair, following consultation with available Members of the Health, Safety and Security Committee Advisory Panel, 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 added to the attendance.**

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 containing 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.

21 Close of Meeting

21.1 The meeting closed at 4pm.

Chair

Date

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

Appendix 1

WOMEN'S SAFETY – UPDATE

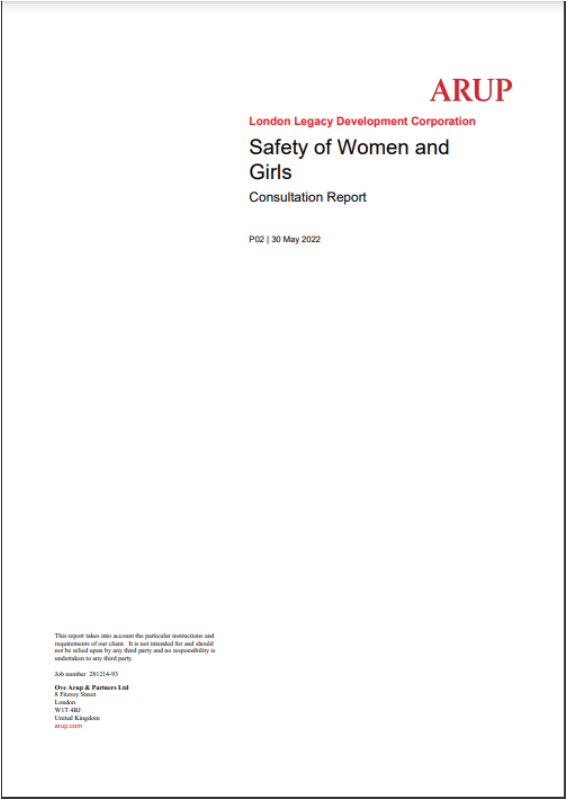
Update to HSS Committee

Naz Begum
14/12/2022

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CONSULTATION REPORT – NEXT STEPS



| Sitewide recommendation | Action |
|--|---|
| Create consistent and well-lit routes across site | <ul style="list-style-type: none"> • Lighting and vulnerability assessment • Site-wide lighting strategy • Stakeholders to collaborate to implement and maintain lighting conditions along routes • Alternative routes identified and signposted |
| Identify safe routes | <ul style="list-style-type: none"> • Site-wide wayfinding strategy that consistently identifies routes that are well-lit or less isolated |
| Safety considered during development, construction and temporary works | <ul style="list-style-type: none"> • Guidance for developers • Developers to commit to 'best-in-class' approach • Ongoing consultation with residents and communities |
| Additional strategies to supplement, support and include women's safety considerations | <ul style="list-style-type: none"> • Include women and girls in governance, consultation and design • Security masterplanning to consider consultation outcomes • Co-ordination in approaches across multiple developments • Site-wide biodiversity strategy to identify opportunities to improve lighting conditions |

GENDER INCLUSIVE DESIGN GUIDANCE

- LLDC has committed to preparing a Women's Safety Design Guidance to aid the delivery of the principals set out in the Consultation Report.
- The document will act as a guide to achieving a **truly inclusive environment** that encourages gender-inclusive planning and design and takes account of the needs of women, girls, and sexual and gender minorities.
- The Guidance will also help to improve the safety and perception of the safety of women and girls and gender minorities in the public realm within the LLDC area, particularly around the identified hot spots.
- it is intended to give LLDC and those working within the area context and guidance on how development scheme can achieve gender-inclusive urban environment through design.
- It is hoped that developers and other interested stakeholders will use these findings as a guidance to inform their work on future development proposals.

TOOLBOX TALK

Contractors and subcontractors

- A Toolbox Talk has been developed to supplement park inductions for contractors and subcontractors across the various construction site.
- The talk includes a campaign video from the Mayor of London's recent 'Have a word campaign'.
- The content is mainly focused on sexist and problematic behaviour, harassment and calling out these behaviours
- Currently looking to get this produced as a professional training asset with a supplementary 'train the trainer' document
- Completion date – March 2023

CALLING OUT PROBLEMATIC BEHAVIOUR

- What is problematic behaviour?
 - Disrespectful and harmful attitudes or actions that can condone and normalise abuse against women.
 - Sexist jokes and 'banter'
 - Catcalling and hassling women
 - Inappropriate touching and upskirting
- What can you do?
 - Call it out and let it known that it is not acceptable
 - Ask the person to STOP
 - Change the subject
 - Report to a superior
 - Support the victim – finding a safe space and/or encouraging to report to the police and assist where possible.

THINK AND BE CONSCIOUS

- Respect personal space, keep at a respectable distance. Cross the street to avoid walking behind a woman – especially at night.
- Don't strike up conversations with women where they may feel threatened or isolated
- Don't engage in victim blaming, or judge women for their actions such as the clothes they wear.
- Challenge gender stereotypes and inequality wherever you see it.
- Actively listen to your women friends and colleagues – learn from their experience.
- Make sure you know where people can go to get help – Save the Park control room number in your phone.
- Discuss these issues with your male friends and family.
- Call out inappropriate language and behaviours used by others

LIGHTING AUDIT

- Discussions underway with Atkins to complete the Lighting Audit
- The audit will deliver the following:
 - Full location audit of all designed and installed lighting across the estate
 - Record of lux levels and temperature/colour across the estate
 - Review of current strategies and relevant processes such as Dark Skies and Secure by Design.
 - Update existing drawing for accuracy
 - Provide outline recommendations to improve lighting in any identified areas including high level cost estimates.
- The audit will need to be completed over two occasions – during winter where there are less leaves on trees and spring when trees are in full leaf
- The Mayor's Design Advocates have shown interest in the audit and wish to use this as a learning opportunity as they gather research for their own projects. There has also been an offer of small budget for some experimental consultation.
- Currently exploring the opportunity to conduct night walks with local women following the audit.



GAINSBOROUGH PLAYING FIELDS

CIL Funded Project

- Badu Sports have now completed all consultation for the site. The consultation has been led by women and girls and has focused on the use, design and programming of the space.
- They are now preparing their planning application for submission January 2023. Pre-app stage is completed
- The project has been set out in 3 stages – Stage 1 is aiming to open Summer 2023 which will include a new floor and a changing facility.
- LB Hackney has signed over the lease for the space to Badu – Mayor Glanville has been helpful in facilitating this.



OTHER WORKSTREAMS

- Wayfinding Strategy – Placemarque have been appointed to deliver a revised wayfinding strategy over an 18 week programme. Draft versions to be reviewed via the internal project board.
- Eastwick Playground – a consultation session was held with Legacy Youth Voice (women and girls) which was then followed up with a survey. The survey information has gone back to the design team and now awaiting feedback.
- Marina Milosev and Tifenn Kergosien, members of the internal project board hosted a webinar and panel discussion on the theme 'How can we design cities for women' as part of the London Festival of Architecture – this was well attended and has lead to organisations around the world contacting LLDC for more information.
- We have continued to engage with Arup following the consultation report – Arup have delivered CPD sessions for colleagues and have invited colleagues from LLDC to contribute to panels and workshops related to our work.
- Speaking with West Yorkshire Park who recently published a report about how women and girls felt about safety in Parks specifically – Take from their research as a learning exercise
- Planning 16 days of action in 2023 – Support for stakeholders with initiatives and events.

2023 LOOKAHEAD

- Toolbox Talk final issue completed and roll out begins – March 2023
- Lighting audit report issued – March/April 2023
- Design guidance consultation period – May – July 2023
- Gainsborough Playing Field Stage 1 completed – August 2023
- Design guidance published – September 2023
- 16 Days of Action – November 2023

STAKEHOLDER GROUP

Work related to identified hotspots

| Hotspot | Stakeholder | Action |
|---------------------------------|-------------|--|
| Hitchcock Lane | Westfield | Included this area as part of the vulnerability assessment and will apply subsequent interventions to the area to address concerns. |
| Pudding Mill Lane/ Barbers Road | LB Newham | Conducted walkarounds with local councillors, Met Police and residents to hear what the main concerns are directly from residents |
| Here East Campus | Here East | Lighting improvements are being made around campus and especially where there is hoarding. An app has recently been introduced which allows campus users to report issues to the control room. |

STAKEHOLDER GROUP - CHARTER

Women's Safety Charter

To support the Women's Safety in the LLDC planning area we sign-up to some simple pledges:

- Demonstrate to staff and customers that our organisation takes women's safety seriously.
- Nominate a champion in our organisation who actively promotes women and girls' safety.
- Respond constructively to consultation undertaken by LLDC and locally.
- Design, plan and build public realm with Women's Safety at the forefront
- Actively manage public spaces with Women's Safety in mind
- Reassure customers and staff that so far as we know our area is safe, and ensure they know what to do if they experience harassment when working, going out or travelling.
- Encourage reporting by victims and bystanders in our communications.
- Train staff to ensure that all women who report concerns are believed and all reports are recorded and actioned
- Train staff how to respond and, if necessary, intervene if women report feeling unsafe

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Health, Safety and Security Committee Actions List (reported to the meeting on 18 April 2023)

Actions from the last meeting (14 December 2022)

| Minute No. | Item/Description | Action By | Target Date | Status/note |
|-------------------------|---|-------------|---------------|---|
| 5.10 (14 December 2022) | Executive Director's Report A copy of the update presentation on the Safety of Women and Girls on the Park project to be circulated to the Committee. | Momna Arif | 18 April 2023 | Complete – this was circulated to the Committee prior to 14 December 2022 meeting (as the presentation was prepared for the cancelled September meeting). |
| 5.3 (14 December 2022) | Executive Director's Report A full report on the leak in the District Heating System to be included in the papers at the next meeting. | Peter Tudor | 18 April 2023 | Complete – A report has been included in part 2 of this agenda. |

Actions from previous meetings

| Minute No. | Item/Description | Action By | Target Date | Status/note |
|------------------------|--|-------------|-------------|--|
| 5.3 (13 December 2021) | Executive Director's Report Present accident statistic trend analysis on a regular basis to the Committee. | Mark Camley | On-going | Some trend data will be presented in the papers, but will need to be built up. |

| Minute No. | Item/Description | Action By | Target Date | Status/note |
|-------------------------|--|------------------------------|-------------------|--|
| 12.2 (13 December 2021) | Any other business A future discussion on safety culture to be discussed at a future meeting of the Committee and would be discussed further outside of the meeting. | Mark Camley | September 2022 | Complete – A way forward was proposed in the Executive Director's report which contained exempt information at meeting of 14 December 2022. LLDC are procuring Park Health and Safety to take forward the work. An update will be provided when appropriate but this action is complete. |
| 5.6 (29 June 2022) | Executive Directors Report Following a budget being identified for mental health awareness training, Helene Raynsford and Head of Safety to discuss and share expertise. | Helene Raynsford/Tony Tolley | 14 September 2022 | Complete - For mental health awareness, teams have been booked in with Samaritans to run specific training on Suicide Prevention and how to have conversations with people are risk of suicide. Should further expertise be required officers will liaise with Helene. |

Subject: Executive Director of Park Operations and Venues' Update
Meeting date: 18 April 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 the report.**

3. INCIDENTS

The table below sets out the number of incidents between November 2022 – February 2023.

Number of incidents:

| Type of incident | Stadium | Park and Other Venues | East Bank | Development sites | UCL(E) | Office and other sites |
|-----------------------|---------|-----------------------|-----------|-------------------|--------|------------------------|
| Major (RIDDOR) | 0 | 0 | 2 | 0 | 0 | 0 |
| Major (non-RIDDOR) | 6 | 0 | 0 | 0 | 0 | 0 |
| Disease | 0 | 0 | 0 | 0 | 0 | 0 |
| Minor | 66 | 14 | 10 | 0 | 1 | 0 |
| Near misses | 111 | 4 | 5 | 0 | 0 | 0 |
| Fatalities | 0 | 0 | 0 | 0 | 0 | 0 |
| Dangerous occurrences | 0 | 0 | 0 | 0 | 0 | 0 |

Stadium Incidents

- 3.1. The statistics reflect major and minor incidents mostly related to football with a low level of non-event day incidents. The majority of incidents are reported near misses. The major incidents reflect people taken to hospital on match days.
- 3.2. Completion of Lower West stand and attainment of licence for 62,500 was a significant task. Some issues around H&S monitoring on site and review has led to a proposal for enhanced London Stadium H&S monitoring for next seating transitions in 2023.

London Stadium near misses/accidents/incidents in February:

| Date | Near miss / accident | Corrective action |
|------------|--|---|
| 5.02.2023 | Back of bowl roof access padlocks had combination left entered | Increased guidance for staff on security needs in permit to work areas. |
| 24.02.2023 | Broadcast cable trench cover removed by broadcast contractors | Continuing guidance and communication to broadcasters on their responsibilities to avoid serious incidents. |
| 22.2.2023 | Groundsmen's buggy went past players pitch side tunnel entrance seconds before Tours Customers came out. | Guidance to tours on working areas and to ground staff on practical areas of working. Normally a tensa barrier box is in place. |
| 20 02 2023 | Workforce Tent – carpet loose and ripped | Potential hazards for public and visitors |

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

3.6. Park and other venues near misses/incidents

| Incident detail | | | Observation detail | | |
|-----------------|-----------------------|--|--------------------|---|--|
| Date and time | Location | Detail of incident | Date and time | Location | Detail of Observation |
| 21/02/2023 | Waterden Road | Member of public fell of their pushbike | 25/11/2022 | X7 | RSK Contractors seen driving unsafely on Middlesex way |
| 21/02/2023 | TJB | Child Tripped and Fell. Parents administered first aid. | 30/11/2022 | Marshgate Lane | Speeding vehicle involved in RTC. |
| 26/02/2023 | East Bay Lane | Member of public came off bike. Taken to Hospital | 16/12/2022 | City Mill Path | Youths climbing down ladder to get water level which is turned into Ice. |
| 26/02/2023 | Walton Road | Attempted Suicide | 12/12/2022 | Parkwide | Adverse weather. |
| 05/02/2023 | PML | Person tripped and sustained injury - LAS in attendance and IP taken to Hospital. | 22/12/2022 | LAC West wing stairs | Chipped Concrete causing trip hazard |
| 28/01/2023 | Aquatics Walk | Suicidal person - LAS attended | 26/12/2022 | F10 close to IQL | Metal Drainage became loose. |
| 21/01/2023 | South Park by Kiosk 3 | Bin Fire | 27/01/2023 | Waterden Road/ Phase 2 construction site. | Phase 2 Construction vehicles reversing with adequate banksmen |
| 02/01/2023 | Pixal Wall | 13yr old came of bike. Administered first aid themself. | 25/01/2023 | Diamond Bridge | Trip Hazard, floor light cover missing. |
| 08/01/2023 | Startford Walk | Bike fall - LAS in attendance however IP declined medical assistance. | | | |
| 30/12/2022 | Blossom Gardens/NPK | Security officer stumbled onto his knee, caused discomfort and left the site to rest the injury. Returned to work the following day. | | | |
| 31/12/2022 | Capital Ring | Person Pushed into Lee Navigation. Suspect Arrested. | | | |
| 14/12/2022 | 2012 Gardens | Officer Twisted Ankle. | | | |
| 30/11/2022 | Siding street | a member of the public fell and suffered facial injury. LAS in attendance | | | |
| 24/11/2022 | Parkwide | G4S security officer pulled hamstring whilst patrolling the park. | | | |

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

| | Park | East Bank | UCL | Stadium |
|-------------------------------|------|--------------|-----|---------|
| Tool Box Talks | 20 | 16 | 108 | 180 |
| Safety Moments | 0 | 0 | 4 | 0 |
| Inductions | 25 | Not reported | 186 | 153 |
| Safety Tours (SPVS) / Patrols | 64 | 123 | 45 | 224 |

- 3.8. The Park has remained popular with local people during the period, with attendance of between 350,000 to 490,000 visits per month.
- 3.9. Events (outside of stadium) have continued in both CBA, LAC and Parklands and Several smaller events took place throughout the period. An update on AMO lifts will be provided at the meeting.

4. KEY DEVELOPMENTS

- 4.1. During the period, anti-social behaviour decreased overall; robberies, phone snatches and cycle theft increased. A series of proactive joint operations took place which resulted in a number of arrests and a major reduction in 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 again seen an increase in theft of bicycles and phone snatches.

- 4.3. A separate paper in part two sets out details on the internal debrief of the District Heating Network in December 2022.

5. STRATFORD WATERFRONT

- 5.1. Mace has received confirmation that the East Bank project has been awarded the RoSPA Gold Award for health and safety performance for the calendar year 2022. This is the fourth year running that it has received the award.

6. LEGAL IMPLICATIONS

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

7. FINANCIAL IMPLICATIONS

- 7.1. There are no financial implications to this report.

8. APPENDICES

- 8.1. None

| |
|----------------------------------|
| List of Background Papers |
|----------------------------------|

| |
|------|
| None |
|------|

Report originator(s): Mark Camley, Executive Director of Park Operations and Venues
Email: markcamley@londonlegacy.co.uk

Subject: London Stadium Update
Meeting date: 18 April 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 the report.**

3. LONDON STADIUM EVENTS AND MATCHES

| Event | Date | Actual attendance |
|------------------|---------------|-------------------|
| Blackburn Rovers | 9 Nov 2022 | 29,284 |
| Leicester | 12 Nov 2022 | 43,301 |
| Brentford | 30 Dec 2022 | 48,170 |
| Everton | 21 Jan 2023 | 54,660 |
| Chelsea | 11 Feb 2023 | 55,260 |
| Notts Forest | 25 Feb 2023 | 52,897 |
| Aston Villa | 12 March 2023 | 49,399 |
| AEK Larnaca | 16 March 2023 | 31,345 |

4. COVID UPDATE

- 4.1. There have been some recent cases of Covid among staff but generally is in decline. If staff have symptoms, they are advised to work from home if able.

5. LICENCES TO OPERATE

- 5.1. The licence application for 2023-2024 season has been submitted to SGSA.
 5.2. The Security Incidence Authority (SIA) is likely to seek to demand venues have an additional operator licence for procuring SIA agency staff.

6. SECURITY

- 6.1. The mainland national terrorism Threat Level is Substantial which means an attack is likely.
- 6.2. The threat level in Northern Ireland has risen to Severe after recent shootings.
- 6.3. In March 2023 Stadium security staff were involved in preventing a suicide on the City Mill River. They acted with Queen Elizabeth Olympic Park security staff and the emergency services and helped prevent the same person on the next day. The staff were commended, and awareness of training and Samaritans Helplines will be circulated to all staff.
- 6.4. Potential hostile reconnaissance activity spotted on a recent match and CCTV details were passed to police.
- 6.5. The security has been improved with the following over recent months:
 - New uniforms (through G4S contract) imminent
 - New patrol software and methods (through G4S contract)
 - Toolbox training approach
 - Report writing
 - ACT /SCAN training

7. PROJECTS

- 7.1. There are several projects currently underway:
 - Back of house lighting completion now almost complete
 - Security Reception Workforce Building January 2023
 - PA System Backend re install / refurbish January 2023
- 7.2. Co-ordination of these projects involves extensive planning and ensuring coordination is done through Head of Projects and Daily Activity Briefings (DABS).

MLB

- 7.3. A health and safety network of all contractors and operators for MLB has been put together to identify a comprehensive matrix of responsibilities and areas of working. To date we have the following:

| | |
|-------------------------|---|
| LS185 | Overall responsibility including common areas e.g. walking routes, vehicles routes and storage areas. |
| Vinci | Stadium Engineering and projects |
| Gardiner and Theobald | CDM Field of Play |
| CSM (incl CSM Live) | CDM Locker Rooms/External |
| ESG | CDM East and West Stands |
| Arena | CDM North and South Stands |
| Delaware North/Freemans | Catering |
| Fanatics | Merchandise structures |
| Broadcast | Temporary Structures |

8. HEALTH AND SAFETY ADVICE AND TRAINING

- 8.1. West Ham Audit Complete – items to be corrected include Legionella testing in their demised areas, also issues around fixed wiring testing.
- 8.2. Tabletop exercise was held in February 2023.
- 8.3. Police protection training took place in March 2023
- 8.4. Proposed MLB tabletop in April May 2023
- 8.5. Forklift training for several staff in March 2023
- 8.6. First Aid training refresher and new quals in April- May 2023

9. FINANCIAL IMPLICATIONS

- 9.1. The new Health and Safety Manager starts on 25 April 2023. He has observed on several major events and has been given several documents to provide a good level of knowledge in advance of his induction and formal start

10. LEGAL IMPLICATIONS

- 10.1. There are no legal implications.

11. PRIORITY THEMES

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

12. APPENDICES

- 12.1. There are no appendices to this report.

List of Background Papers

- None

Report originator(s): Peter Swordy, Director of Health Safety and Compliance LS185
Email: peter.swordy@londonstadium185.com

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Subject: Construction Related Health and Safety Update
Date: 18 April 2023
Report to: Health, Safety and Security Committee
Report of: Tony Tolley, Head of Security and Safety LLDC Park Operations and Venues

This report will be considered in public

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. RECOMMENDATIONS

- 2.1. **The Health, Safety and Security 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:
 - MACE – UCL
 - East Bank
 - 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

Email:TonyTolley@londonlegacy.co.uk



Subject: LLDC Park and Venue Safeguarding Report October-December 2022
Date: 18 April 2023
Report to: Health, Safety and Security Committee
Report of: Peter Tudor, Director of Park, Operations and Venues (DSO)

This report will be considered in public

1. SUMMARY

- 1.1 This paper provides an update on Safeguarding for October-December 2022 as reported by the following:
- ArcelorMittal Orbit (AMO)
 - Copper Box Arena
 - London Aquatics Centre (LAC)
 - 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. There were 18 incidents reported in relation to the venues and 23 incidents reported involving vulnerable people relating to general Park visitors.
- 1.3. LLDC is not responsible for the Lee Valley venues or Here East.
- 1.4. Additional information is included in the Executive Director's report 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 the report.**

3. VENUES AND PARK

- 3.1. There were 18 reported safeguarding issues relating to the venues during the quarter:
- LAC: detail on this is provided in part 2 of the agenda
 - AMO: one lost child incident (within attraction); child reunited with parent.
 - Stadium: 16 incidents noted across nine fixtures; all incidents managed in conjunction with the West Ham United Safeguarding Team. It was noted that 'kids for a quid' promotions generate a disproportionate number of younger

attendees and therefore an equally disproportionate number of Safeguarding issues.

- 3.2. Separately, there were 23 reports of vulnerable people on the Park in this quarter, including seven people intoxicated and in need of assistance. There were three instances of missing child (two of which were general alerts for the wider Stratford area in which Park Security supported the search), and nine specific welfare concerns with individuals with possible mental health issues. Four homeless people were advised to use LBN's Streetlink service. The emergency services were involved where required.
- 3.3. There were over 1.4m visits to the Park in October-December 2022.

4. POLICIES

- 4.1 There have been no changes to the venue policies.

5. FINANCIAL IMPLICATIONS

- 5.1 There are no financial implications.

6. LEGAL IMPLICATIONS

- 6.1 There is no legal implication.

7. APPENDICES

- 7.1. None.

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|-----------------------------------|
| List of Background Papers: |
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- | |
|--|
| <ul style="list-style-type: none">• LLDC's Safeguarding Policy v16 |
|--|

Report originator:

Peter Tudor, Director of Park, Operations & Venues (DSO)

Email:

PeterTudor@LondonLegacy.co.uk



Subject: District Heating Network Update
Date: 18 April 2023
Report to: Health, Safety and Security Committee
Report of: Peter Tudor, Director of Park, Operations and Services
Tony Tolley, Head of Park Security and Safety LLDC Park Operations and Venues

This report will be considered in public

1. SUMMARY

- 1.1. This report provides the Health, Safety and Security Committee with an update on the issues with the District Heating Network during the coldest period 7-12 December 2022.
- 1.2. Further information 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. This report provides the Health, Safety and Security Committee with an update on the issues with the District Heating Network during the coldest period 7-12 December 2022.

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

Report originator(s):

Momna Arif

Email:momnaarif@londonlegacy.co.uk

Subject: Health, Safety and Security Risk Update
Date: 18 April 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 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 is asked to note the report.**

3. BACKGROUND

- 3.1. The Health, Safety and Security risk register and heatmap were reviewed by the Committee at its meeting of 14 December 2022 meeting. Both documents are appended to this report 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: |
|-----------------------------------|

- | |
|--|
| <ul style="list-style-type: none">• None |
|--|

Report originator(s):
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momnaarif@londonlegacy.co.uk

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