

FINAL Minutes

**LOPSG meeting held on Wednesday 30 May 2018 – 10am
at LLDC Marketing Suite, Level 10, 1 Stratford Place, Montfichet Rd, E20 1EJ**

Attendees:	Sheila Roberts	LBN – Enforcement & Safety – Chair
	John Newcombe	LBN – Enforcement & Safety
	Antonella Trow	LBN – Enforcement & Safety - Minutes
	Leah Pratten	LBN – Enforcement & Safety
	Clive Treacher	LBN – Highways & Traffic Management
	Derek Worsfold	BTP
	Umar Ali	DLR
	Sara-Ellen Williams	LLDC
	Lydia Tickner	LLDC
	Chiara Malerba	LLDC
	Peter Tudor	LLDC
	Veronica Jones	LLDC
	Gilbert Yule	Lendlease
	Stuart Phillips	South Eastern Rail
	Sophie Stone	Lee Valley
	James Taylor	London Marathon Events
	Neil McGuigan	England Hockey
	Louise Bull	England Hockey
	Chas Hewitt	England Hockey
	Nick Martin	England Hockey
	Craig Geary	Westfield

Details				Actions
1. Introductions and apologies <p>Sheila Roberts chaired the meeting, welcomed the group and introductions made. The Chair reminded members that the minutes will be published once approved.</p> <p>It was noted that no representative from LS185 were in attendance. SR informed the group that she has written to the CEO of LS185 to reiterated the importance that they are always represented at the LOPSG meetings.</p> <p>Apologies received from the following members: Darren Raczkowski, LS185; James Egan, LS185; Foyez Uddin, TFL Buses; Daniel Buck, Lee Valley; Mark O'Brien, LFB; Adrian Hodgson, Westfield; Eric Blacker, MPS Event;</p>				
2. Minutes and Actions from last meeting <p>Minutes of the last meeting dated 28 March 2018 checked and approved for accuracy.</p>				
Date	Actions from Previous meetings and updates		Owner	Status
31 Jan 18	QEOP Works LLDC requested an update on their traffic order which was due by 31st March for all major events. SEW informed CT that they need to know as a matter of urgency when it will be updated so they can implement it, an action plan needs to be in place to resolve the issue. 28 March 18 LBN (JN) to follow this up and keep LLDC updated. April 18 SEW spoke to DB re PTO this is advertised and out for consultation on 18/4.			

	<p>It was also noted that the Traffic order had still not been received and needs to be in place for Ride London in July 2018.</p> <p>SR (LBN) added that the Traffic Order needs to be escalated to director level for resolving as a matter of urgency.</p>	JN/CT	OPEN	
31 Jan 18	<p>A.O.B. LVRPA enquired about the update on the Olympic Park junction (Hainault cycle route), CT to follow-up with the engineer responsible to advise LVRPA.</p> <p><u>28 March 18</u> JN (LBN) to follow up with CT and update LVRPA as soon as possible.</p> <p><u>30 May 18</u> <i>LBN has still not adopted the section and is still under Taylor Wimpey. No timeline was announced. CT to follow up and advise LVRPA when it will be adopted.</i></p>	CT	OPEN	
	<p>Shell (5 – 8 July 18) LS185 requested that Shell's H&S team need to open dialogue with James Egan who is the lead from the Stadium. G Harris (LS185) to be invited to the meeting on Tuesday.</p> <p><u>April update</u> Conference call between Stadium and Shell has been held on 17th April and Stadium needs to share their egress plans with Shell</p> <p><u>30 May 18 update</u> Met with the Stadium to co-ordinate the operations pending egress plans on concert dates from LS185. Crowd management and TMP for concerts have still not been shared by LS185 to enable LLDC to co-ordinate better for Shell event.</p>	LS185	OPEN	
	<p>Arcadia (5 & 6 May 2018)</p> <p>There will be a dress rehearsal on the Friday and residents and LFB will be notified of the test. Copy of the letter to be sent to JN (LBN) for review. All on Park residents will be invited to attend the dress rehearsal and there will be a dedicated customer service line which will be directed to park control. A further letter to be sent to all residents w/c 26th March.</p> <p><u>Traffic</u> Advance warning signs to be installed and the TMP revised. There will be a one way closure on Waterden Road for hard egress only. Organisers are in consultation with taxis and buses to discuss the impact on their services. LT addition – full closure of Westfield Ave</p> <p><u>Production</u> Site specific documentation due next week ending 6th April 18. There is a team on site who worked the event at Glastonbury viewing structure safety and crowd safety. LT – received everything by 17th April.</p> <p><u>30 May 2018 – brief summary</u> <i>Planned de-brief on 27th June. 32k fans over the 2 days with no major issues. Standard touting concerns with increased numbers on the Sunday.</i></p> <p><i>Medical provision was good and only 2 LAS transfers where noted but these are yet to be clarified. LLDC advised that any intelligence about an event must be shared with members in advance and during LOPSG planning meetings. Arcadia should Increase their search procedures at the back door. Any feed back should be received ahead of the full de-brief on the 27th June.</i></p>			

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<ul style="list-style-type: none"> • 2nd draft of EMP and DOT plan are all available on ISAROPS • Ticketing is near capacity for 6 of the 7 days • Activation and activities are entered and exited through one main route to enable control • No change to vehicle ingress and egress plan and currently no plans to search vehicles <p>SR (LBN) added that a full vehicle searching procedure should be considered and it is a police recommendation for crowded places to be searched. LV confirmed that there will be vehicle searches at the actual venue.</p> <ul style="list-style-type: none"> • Aware of the dates Women's Hockey share with the MAG at the London Stadium and will be deploying additional wayfinding and stewards to assist. • LLDC stated that it would be useful to have MAG expectant numbers confidentially for planning purposes only • 72 plastic toilets being installed on site • First Aid and medical provisions all in place in conjunction with Lee Valley • 6 water points established on site along with Welcome points • Temporary CCTV being installed on site and managed through the control room • DOT plan and full blow out gates with clickers on the entry points reporting back to the control room • Random searching at Fan Central and there will be a full 100% bag search at the venue. SR (LBN) and LLDC suggested that Fan Central should have 100% bag search as well ensuring the infrastructure on arrival can facilitate that • No changes to structures only temporary marques being installed and for the retail the partners and sponsors have a variety of temporary structures, which are currently being review • Catering will be a mixture of gazebo and small vehicles • Section 30 Licence will be applied for by 1st June 2018 • Low level music throughout the day with game broadcast in Fan Central area • All final documentation expected by mid June and will be uploaded on ISAROPS. LV stated that documentation required by them is 4th June 2018 • Fire Risk Assessment is currently being worked on and submitted with the final documents <p>Main concerns that were raised was the ingress and egress route going down to Fan Central. Hockey have resolved this with the venue last mile route being stewarded on egress for the later sessions.</p> <p>Lee Valley announced that they are planning to temporary close the Eaton Manor Walk Bridge that leads from the Velo Park for about 15 minutes on egress after the busy session. Members had no objections to the public right of way being closed temporarily as long as clear signage is in place warning cyclist and pedestrians in advance and also to offer an alternative route.</p> <p>Any further issues that arise within the next two weeks to be emailed over to Lydia Tickner urgently.</p>	<p>LBN</p> <p>England Hockey</p>
<p>5. Great Get Together (Sunday 24 June 2018)</p> <p>This event is being held on the lower end of Hopkins Field on Sunday 24 June from 12pm till 6pm.</p> <p>Event to expect approximately 10k guests throughout the day and will be offering Art & Crafts, Sports area, Dance area, family interactive games, cultural and educational area as well as Sadlers Wells performances.</p> <p>Setup on 23rd June from 9am via North Wall Road with de-rig planned for 7pm on 24th June. There is adequate security in place. All documents shared on ISAROPS for comments and review.</p>	
<p>6. Tough Mudder de-brief</p> <p>Attended as it was an obstacle race even though they did not trigger LOPSG ToR. It was a successful event and nothing has been scheduled in for next year.</p> <ul style="list-style-type: none"> • No medical issues recorded on the day only minor incidences • Evening event on Friday 23rd May went well • There were approximately 4,600 participants throughout the day • No issues with egress or ingress 	

<p>7. QEOP Works Update</p> <p><u>North Park Lawns</u> Awaiting details on phase two works which will dramatically reduce what space is available going forward. Also pending information on phase one as well as Make Shift which is behind Copper Box due to start early January 2018.</p> <p><u>North South Highway</u> Junction on North South Highway is due to change on the Friday 1st June 2018.</p> <p><u>South Park Lawns</u> South Park Lawns goes into the ownership of UCL in the summer and currently working through logistics as after Shrouds of the Somme the schedule for when hoarding around the site needs to be defined. Handover for both the Aquatics Sites and SPL is anticipated for August 2018 with development commencing spring 2019.</p> <p><u>Stratford Water Front</u> Is to be handed over on 20 November 2018.</p> <p><u>Road Closures</u> Carpenters Road will be closed from January 2019 for 5 years to both vehicles and pedestrians. Pedestrian access will be on Waterfront only and not Carpenters Road. F10 staircase will be dismantled over time. Clarnico will also be closing.</p> <p>LLDC announced that due to the amount of construction planned it is imperative that LS185 attend both the Construction and LOPSG meetings. LLDC to add Sheila Roberts and Leah Pratten from LBN to the construction meetings which take place on the first Tuesday of every month.</p> <p>LLDC added that notes for stewards as well as information is shared with LS185 and Westfield for every planned event and road closure on the park.</p>	<p>LS185 LLDC</p>
<p>8. Stadium Update</p> <p>LLDC requested information and details on the advertised event on 29 June 2018 United Against Knife Crime Event.</p> <p>LLDC stated that they still had not seen the TMP and Crowd Management plan for the concerts and also need to see access egress plan so it does not compromise Shells event. It was also announced that LS185 could not have a bag drop for Jayz & Beyonce and Foo Fighters concerts as Shell will be building on the park.</p> <p>SR (LBN) declared that it might be prudent to have the promoters attend the Concert SAG's going forward.</p> <p>SR (LBN) to write to LS185 (Graham Gilmore) pointing out issues raised in this meeting that need their attention also highlighting the importance of their presence at the meetings.</p>	<p>LS185</p> <p>LS185</p>
<p>9. LLDC Events Update</p> <ul style="list-style-type: none"> Working on several smaller events as their BAU 2 potential dates for Virgin Run Hackney submitted to LS185, pending their consent. LLDC try to confirm it a year in advance and will be following up after this meeting as one of the dates may be a cup final weekend and there will be no football at the stadium Ride London dates for 2019 have now been confirmed GNLR needs to be confirmed by LS185 if it will still be going ahead Decision about concerts on the North Park to be made before September 2018 Wingfest is coming to QEOP on Saturday 4 & Sunday 5 August 2018 	<p>LS185</p> <p>LS185</p>

<p>10. A.O.B.</p> <p><u>Signage on Endeavour Square</u> Lendlease advised that TFL are installing a totem on Endeavour Square.</p> <p><u>Concerts</u> WF shared that they will feedback concert notes ahead of the debrief meeting. WF need structure confirmation of who is the LS185 representative outside of SAG meetings for liaison purposes to ensure interim issues are dealt with.</p> <p><u>Endeavour Square Events - Lendlease</u> The Pop Up has gone up in the square and will go live on Monday 4th June 2018. Several different events will be held there, Lendlease events team to share list and dates giving an indication of numbers.</p> <p>Summer Lawns, behind the TFL building, will only host activations. There will be increased security and cleansing during the busy periods with space being managed more proactively.</p> <p>Issues arose with queuing at Pret a Manger during the second concert. Stadium requested Lendlease close Prets which wasn't feasible at the time but additional resources were deployed to mitigate.</p> <p>At the stop and hold by the Burger and Ice Cream van some fans climbed the units and jumped over into the construction site. Vans have now been moved away from the hoarding and no further incidents were recorded at the second concert.</p> <p>FCA building has been completed and occupants moving in next week (beginning June), this will have an impact on people egressing whilst there is an ingress route into the stadium. UNICEF and British Cancer Research UK will be occupying premises in due course.</p> <p>Tom Katsu is being fitted out directly opposite the Cow and opening in August 2018 with outdoor seating. They will be parking on Westfield Avenue for loading.</p> <p>There are no planned screens or activation on the summer lawns during Stadium event days.</p>	<p>LS185</p> <p>Lendlease</p>
<p>11. Date of Next meeting:</p> <p>Next LOPSG meeting scheduled for Wednesday 27 June 2018.</p>	