

**FINAL Minutes**

SSAG Meeting held on 1 December 2020 @ 11am  
Via Zoom video conferencing

<b>Attendees:</b>	Sheila Roberts (SRO)	LBN – Enforcement & Safety – Chair
	Edward King	LBN – Enforcement & Safety
	Leah Pratten	LBN – Enforcement & Safety
	[REDACTED]	LBN - Enforcement & Safety - minutes
	Pete Ng	LBN – Highways & Traffic Management
	Sally Burns	Public Health Newham
	Derek Worsford	British Transport Police
	Peter Tudor	LLDC
	Mark Camley	LLDC
	Sara-Ellen Williams	LLDC
	Tony Tolley	LLDC
	Graham Gilmore	London Stadium185
	Jason Eglash	London Stadium185
	Peter Swordy	London Stadium185
	Anna Jankowski	London Stadium185
	Darren Raczkowski	London Stadium185
	Graham Harris	London Stadium185
	Alan Skewis	London Stadium185
	Andy Sheldon	Metropolitan Police Service
	Jonathan Fleet	Security Industry Authority
	Lou Elliston	Sports Ground Safety Authority
	Matthew Atkinson	St John Ambulance
	Rosie Watson	St John Ambulance
	Gill O'Keefe	South Eastern
	Stuart Phillips	South Eastern
	Lauren Clancy	Stratford International
	Rob Sydney	London Ambulance Services
	Steve Ford	London Ambulance Services
	Trevor Jenner	TFL Events
	Neal King	TFL Underground
	Ben Illingworth	West Ham United FC
	Pete Smith	West Ham United FC
	Tara Warren	West Ham United FC
	Nicola Keye	West Ham United FC
	Philippa Cartwright	West Ham United FC
	Jake Heath	West Ham United FC
	Ben Campbell	West Ham United FC
	Tom Lish	Westfield Stratford City
	Adrian Howles	Westfield Stratford City
	Rashdul Zaman	Westfield Stratford City
	Alyson Hodgkinson	Westfield Stratford City
	Chris Mitchell	Westfield Stratford City

**1. Apologies**

Meeting convened via zoom video, no apologies received.

Minutes from the last meeting held on 21 September 2020 agreed.

Action updates from previous minutes	Ref
<p><b>HVM Installation</b> LLDC have plans to install the HVM system. Peter Tudor to follow up with TT.</p>	

<p><u>1 October 2019 - update</u> LLDC (MC) confirmed that the HVM the plan is still in draft form and are consulting with LS185. No sign off date yet identified.</p> <p><u>3 December 2019 – update</u> LLDC currently reviewing the business case and will have a more substantial update at the next SAG.</p> <p><u>4<sup>th</sup> August 2020</u> <i>Update on the HVM system still pending.</i></p>	LLDC OPEN
AGENDA ITEMS	Actions
<p><b>2. 2020-2021 Season Update</b></p> <p>BCD fixtures have been a success to date. Government announced return of spectators permitted from 2<sup>nd</sup> December 2020 for those in Tier 2 and will be reviewed every two weeks.</p> <p>First match with spectators will be Saturday 5<sup>th</sup> December, WHUFC vs Manchester United.</p> <p>Covid strategy is in place and spectators will be requested to sign and agree to the Code of Conduct as well as submitting a medical questionnaire ahead of the game.</p>	
<p><b>3. Public Health Update</b></p> <p>There is further dramatic increases in the Covid 19 pandemic in Newham. Public Health are still concerned and advised members to proceed with caution.</p> <p>There should be no traveling for any fans from Tier 3. Test and trace and zonal QR code strategy must be robust. LS185 will review zonal QR coding.</p> <p>Public Health do not support temperature taking as it is proven not to be reliable and can be manipulated. WHUFC announced that this information was fed back to the Premier League and they were advised that it would be mandatory for this fixture. The Premier League will review guidance given going forward.</p>	LS185
<p><b>4. SGSA COVID 19 Guidance update</b></p> <p>Government guidance is clear that alcohol is not to be served in Tier 2 areas unless with a substantial meal and that remains the case for football grounds.</p>	
<p><b>5. Code of Conduct for Spectators</b></p> <p>WHUFC are encouraging spectators who are exempt from wearing face coverings to wear a government resource lanyard to identify themselves, full details are on the Code of Conduct.</p> <p>Copy of the Spectators Code of Conduct and Sanction Policy to be shared with partners. LBN recommended WHUFC add to their Code of Conduct that there will be no eating/drinking in the smoking area.</p> <p>The SGSA and LBN need to see evidence of all warning letters and bans from Block 217 to date, if they have been implemented and what impact they have had.</p>	<p>WHUFC</p> <p>WHUFC</p>

<p><b>6. WHUFC Ticketing Strategy (including sales to fans from tier 3 areas)</b></p> <p>Tier 3 has been excluded from eligibility to attend the match. Exemption policy which enables any supporters who are shielding, vulnerable, covid positive or not ready to attend to opt out of the ballot. The ballot is for season ticket holders who are fully paid up and also open to juniors accompanied by an adult. Full details will be available for review by the end of the week.</p> <p>Seating manifest with social distancing bubbles as discussed with the stadium has been completed. One ticket one person policy only, and bearer must produce ID on entry to the stadium. When the ballot is complete, fans will be notified if successful and need to sign the Code of Conduct and declare they are covid safe through the health questionnaire.</p> <p>Digital tickets will be issued and once ticket is downloaded they commit to the Code of Conduct and being covid safe. There is no transfer or exchange facility for the issued tickets. Pre match information comms will be issued to ticket holders and followed up by text the day before a fixture.</p> <p>For test and trace purposes tickets will be issued with full names, postal and email addresses.</p> <p>Hospitality ticket holders will be encouraged to arrive early for seated service. Corporate guests have allocated parking at the stadium</p>	
<p><b>7. Return of spectators to football plans</b></p> <p>Following the government’s announcement permitting spectators in Tier 1 and Tier 2, WHUFC will have 2,000 spectators on Saturday 5<sup>th</sup> December.</p> <p>LS185 shared their Covid 19 measures and plans for the return of spectators covering ingress and egress into the stadium, face coverings, pre comms strategy and additional provisions. Seat spacing will be in line with the SG01 Method 1, all seats not in use will be identified and secured in the upright position.</p> <p>Food and beverage will be consumed within the bowl seating and not on the concourse with hospitality all seated and serviced.</p> <p>Westfield Shopping Centre will be closed to supporters both pre and most match.</p> <p>WHFUC and LS185 to continue discussions off line to review access to the West Ham Store.</p> <p>LS185 to submit missing appendices from the SMP to LP for review.</p>	<p><b>WHU/185</b></p> <p><b>LS185</b></p>
<p><b>8. Partners joined- up Comms Plan, including messaging to fans regarding travel</b></p> <p>West Ham United FC will be leading on comms to all supporters attending both pre and post-match with videos and additional signage. LBN reiterated the importance of a multi-party joint comms strategy.</p> <p>WHUFC to share their proposed comms plan with partners. Live updates will be communicated directly to LS185 throughout the fixture.</p>	<p><b>WHUFC</b></p>
<p><b>9. Egress plans and transport hub impact/zone ex</b></p> <p>LS185 will deploy Response Teams to monitor egress on Monfichet Road, there will be no planned Stop and Hold for the 2,000 egressing fans. Fans will be egressing through bridge 1 and 5 and event control room will be monitoring crowd flow.</p>	

<p>TFL and WHUFC to continue discussions around further management of fans. TFL reminded LS185 and WHUFC that social distancing within the station footprint is expected and if deemed necessary they may hold fans outside the station. GA to share relevant comms to be passed on to supporters.</p> <p>LBN announced that there needs to be robust communications between SRS and message to fans in the bowl giving transport updates. LS185 will be encouraging fans to use other transport routes.</p> <p>WHUFC plan to have one accessible shuttle departing from platform 13 and one from Stratford International. Some concerns were raised by TFL in relation to platform 13 shuttle, WHUFC and TFL to continue discussions on management of shuttle routes.</p> <p>WSC shared their concerns about supporters using Westfield car parking facilities. LS185 and WHUFC are reviewing local parking solutions and are in discussions with LLDC. Partners will continue to work closely to identify suitable options. LS185 to inform LBN of final outcome.</p> <p>BTP will have extra resources on the NTH footprint.</p> <p>South Eastern are operating a reduced train service on Saturday 5 December 2020.</p>	<p><b>WHU</b> <b>TFL</b></p> <p><b>SRS</b> <b>LS185</b></p> <p><b>TFL</b> <b>WHU</b></p> <p><b>LS185</b></p>
<p><b>10. Any other Safety Related Business</b></p> <p>No further safety related business noted.</p>	
<p><b>11. Date of next Football SAG</b></p> <p>Tuesday 2 March 2021 tbc.</p>	