

**FINAL Minutes**

**LOPSG meeting held on Wednesday 29 August 2018 – 10:30am  
at LLDC Marketing Suite, Level 10, 1 Stratford Place, Montfichet Rd, E20 1EJ**

<b>Attendees:</b>	Sheila Roberts	LBN – Enforcement & Safety – Chair
	John Newcombe	LBN – Enforcement & Safety
	Leah Pratten	LBN – Enforcement & Safety
	Clive Treacher	LBN – Highways & Traffic Management
	Kerry Wood	LBN - Noise and Nuisance
	Derek Worsfold	BTP
	Peter Kingham	BTP
	Sara-Ellen Williams	LLDC
	Lydia Tickner	LLDC
	Chiara Malerba	LLDC
	Gilbert Yule	Lendlease
	Andy Sheldon	MPS
	Charlie Muir	Lee Valley Park
	Stuart Phillips	South Eastern Rail

Details	Actions
<p><b>1. Introductions and apologies</b></p> <p>Sheila Roberts chaired the meeting and members were welcomed.</p> <p><b>Apologies announced as follows::</b> Chris Mitchell, Westfield;</p>	
<p><b>2. Minutes and Actions from last meeting</b></p> <p>Minutes of the last meeting dated 25 July June 2018 checked and approved for accuracy.</p>	

Date	Actions from Previous meetings and updates	Owner	Status
30 May 18	<p><b>Stadium Update</b></p> <p>LLDC requested information and details on the advertised event on 29 June 2018 - United Against Knife Crime Event.</p> <p><b><u>27 June 18 – United Against Knife Crime Event</u></b> LS185 informed partners that 456 tickets have been sold to date with some giveaway tickets on offer, making a total of 747 attending the event.</p> <p><b><u>Athletics and Concerts</u></b> LLDC stated that they still had not seen the TMP and Crowd Management plan for the concerts and also need to see the ingress and egress plan so it does not compromise Shell's event. It was also announced that LS185 could not have a bag drop for Jay-Z &amp; Beyonce and Foo Fighters concerts as Shell will be building on the park.</p> <p><b><u>27 June 18 – Athletics</u></b> LLDC drew attention to the delay in receiving the TMP for Athletics and Concerts which is required 28 days before the event for secondary roads and for Waterden Road there is a 3 months notice period. SR recommended that from a pragmatic point of view there should be more sharing of documents from LS185 and a workable solution needs to be established. She also added that the point of the group is to ensure that all partners have access to all plans in a timely fashion.</p>		

	<p>LLDC highlighted that one of the conditions of cancelling the TAG meetings was that all TMP's would be formally shared at LOPSG like with all other events.</p> <p><b>25 July 2018</b> GH (LS185) advised the group that they are currently working on a long term secure document sharing solution. It was recommended that Interim measures be put in place for the sharing of TMP's and other crucial documentation. JN (LBN) to email a list of required documents and timelines.</p>	LS185 JN	Open
27 Jun 18	<p><b>QEOP Works Update and LLDC Events Update</b></p> <ul style="list-style-type: none"> <li>GNLR Corporate relay - LS185 need to confirm if this will be going ahead in 2019.</li> </ul> <p><b>25 July 2018 &amp; 29 August 2018</b> Date for GNLR still pending confirmation. LS185 to share once a firm date is set.</p>	LS185	Open
27 Jun 18	<p><b>Stadium Update</b></p> <ul style="list-style-type: none"> <li>Concert windows to be confirmed for 2019. LS185 will share dates once promoters have confirmed.</li> </ul> <p><b>25 July 2018</b> LS185 are currently working on Concert dates and these will be shared once confirmed. LLDC requested that they received the ETA of when dates will be confirmed by.</p> <p><b>29 August 2018 – Stadium update</b></p> <ul style="list-style-type: none"> <li>Coach parking for away fans still to be confirmed. Andy Sheldon to share West Ham's proposed walking route.</li> </ul>	LS185  LS185	Open  Open

AGENDA ITEMS	ACTIONS
<p><b>3. Shell debrief</b></p> <p>2018 saw the last Shell event to be held on the Queen Elizabeth Park as they will not be returning to the site due to space restrictions.</p> <p>The event was a huge success and worked extremely well on Stratford Waterfront with minimal impact to pedestrian routes. It was noted that Shell were exceptionally accommodating when they were requested to move location for the World Cup Football fan zone. LBN expressed their thanks despite the football fan zone not going ahead.</p> <p>LLDC thanked TFL buses for making changes at very late notice to make the site available for the fan zone.</p>	
<p><b>4. Stadium Update</b></p> <p>Representatives from LS185 did not attend this meeting and no update was submitted.</p>	
<p><b>5. LLDC Events update &amp; QEOP Works update</b></p> <p>An outline of events was shared as follows and the updated LLDC events calendar to be circulated once updated:</p> <ul style="list-style-type: none"> <li>Working on their autumn season with Harvest Stomp community event on 23 September 18.</li> <li>Oktoberfest end of September through to October.</li> <li>Shrouds of the Somme in November 2018.</li> </ul>	

<ul style="list-style-type: none"> <li>• A selection of charitable fun runs taking place till the end of the year.</li> <li>• Supernova rescheduled for October 2018..</li> <li>• There is a planned park wide half marathon on Sunday 10 Feb 2019 potentially starting and finishing on Stadium Island with under 5k participants involving some road closures.</li> <li>• Discussions underway with the possibility of having concerts in the north of the park next year.</li> </ul> <p>QEOP works update:</p> <ul style="list-style-type: none"> <li>• Stratford Waterfront is being handed over to development on 20 November, with infrastructure works starting on the 21 November 2018.</li> <li>• Carpenters Road due to close beginning of January 2019.</li> <li>• North South Highway is scheduled to be completed at the beginning of January 2019.</li> <li>• Southern Loop to have a closure in November 2018.</li> <li>• Phase One Eastwick still to commence</li> <li>• Phase Two will not be going ahead until next summer.</li> <li>• Minor developments on North South Highway between football matches.</li> <li>• Construction group meeting was very positive and informative.</li> <li>• Mace crane planned for October 2019 which will have an impact on events on the park. <b>CT to get a confirmed date. SEW reminded that they need to give 28 days notice and it needs to be shared with the Construction Group and also copy LLDC events team.</b></li> </ul> <p>LLDC have put Here East and East Village in contact with the GLA.</p>	<p>CT</p>
<p><b>6. Erdinger Oktoberfest 27 Sept – 28 Oct 18</b></p> <p>An outline of the event was shared with the group. The event will have a DJ and a live band which will usually start about 6/7pm. They expect about 80% of the audience to stay to the end for final egress.</p> <p>Full construction plan in place with calculations and full inspections being done throughout the build.</p> <ul style="list-style-type: none"> <li>• Monday, Tuesday and Wednesday are off days with venue closed.</li> <li>• 3,000 per day is the target ticket sales figure and the venue has a capacity of 3k.</li> <li>• Sundays are normally peak days.</li> <li>• Full security plan in place covering bag searching, search lanes and full ID checks at bar as well.</li> <li>• Necessary licences and DPS applied for.</li> <li>• Traffic light strategy in place to deal with different levels of intoxication.</li> <li>• Ask Angela policy fully briefed to staff.</li> <li>• Organisers shared their security and stewarding plan.</li> <li>• Drugs policy in place in addition to full medical procedures covering acid attacks.</li> <li>• EMP outline disclosed and shared encompassing medical, security, stewarding. BTP suggested they install a drinks tent to hold intoxicated members and manage the risk.</li> <li>• <b>Residence letter with distribution list along with the Noise plan to be shared with LBN</b></li> <li>• <b>LBN advised they need 28 days notice for food registration.</b></li> <li>• There is a clash with the West Ham v Tottenham Game to be held on Saturday 20 October kicking off at 3pm. Organisers announced that they will not be selling any tickets at the gate for that day and are pushing corporate, press and media sales instead. <b>Event organisers to be invited to the football tasking meeting.</b> Discussions continued in relation to potentially pushing back the start time for Oktoberfest.</li> <li>• Full fire risk assessment to be carried out with all documents to be submitted for review this week.</li> <li>• Egress and Ingress routes discussed in detail and CSAS stewarding postings. Dot plan to be shared.</li> </ul> <p>SR (LBN) thanked the group for their detailed and well presented event plan and wished them a successful event.</p>	<p>Erdinger</p> <p>MPS/LS185</p>

<p><b>7. A.O.B.</b></p> <ul style="list-style-type: none"> <li>• <b>MPS have concerns about football fans crossing at the roadworks at Stratford Mount and CT to request arrange for it to be widened.</b></li> <li>• <b>CT requested an up-to-date map with all the developments and new roads, LLDC to chase and share what they currently have at the Construction Group.</b></li> <li>• South Eastern drawn attention to a candle lighting event at the Tower of London during the Shrouds of the Somme from 1 – 11 November 18 from 17-00 21-00 which could potentially have an impact on the Jubilee line.</li> </ul>	<p><b>CT</b></p> <p><b>LLDC</b></p>
<p><b>8. Date of Next meeting:</b></p> <p>Next LOPSG meeting scheduled for Wednesday 26 September 2018.</p>	