

**FINAL Minutes**  
**LOPSG meeting held on Wednesday 28 October 2020 – 10am**  
**via video conferencing**

<b>Attendees:</b>	Sheila Roberts	LBN – Enforcement & Safety - Chair
	Edward King	LBN – Enforcement & Safety
	Leah Pratten	LBN – Enforcement & Safety
	Antonella Trow	LBN – Enforcement & Safety - minutes
	Peter Ng	LBN – Transport
	Claire Greszczuk	LBN – Public Health
	Charlie Muir	LLDC
	Sara-Ellen Williams	LLDC
	Naz Begum	LLDC
	Gary Ashe	TFL LU
	Sophie Stone	Lee Valley Park
	Paul Coates	Lee Valley Park
	Anna Jankowski	LS185
	Graham Harris	LS185
	Emma Foster	JLL
	Tom Lish	WSC
	Chris Mitchell	WSC
	Natalie Taylor	Main Stage Festivals
	Alan Crofton	Main Stage Festivals
	Jack Williams	Run Through

<b>Details</b>	
<p><b>1. Introductions and apologies</b></p> <p>Meeting held via Zoom conference, apologies received from: Catherine Boyd, Tower Hamlets and Stuart Phillips, South Eastern Rail.</p>	
<p><b>2. Minutes and Actions from last meeting</b></p> <p>Minutes of the last meeting dated 30 September 2020 agreed.</p>	
<b>AGENDA ITEMS</b>	<b>ACTIONS</b>
<p><b>3. @TheDriveIn Cinema PML A (16-21 Sept) debrief</b></p> <p>Event was a huge success. Suggestions were made regarding minor improvements to signage, which were implemented promptly. Organisers are contemplating returning for a winter series of Christmas events from 23<sup>rd</sup> November through to 23<sup>rd</sup> December 2020 with mini chalets or domes for pedestrians. Proposed plans for pedestrians well received by partners and paperwork is be shared in due course.</p> <p>LBN praised organisers for an event well run with no negative feedback received. LLDC thanked LBN for their support.</p> <p>Public Health Newham reminded organisers that a robust risk assessment following latest government guidance will need to be submitted for reviewing. Well-managed pedestrian egress at crossing points must be included in the plans for review.</p> <p>Plans to be based around a maximum of 80 pedestrians at any one time.</p>	<p><b>Main Stage</b></p>

<p><b>4. QEOP Half Marathon 19-20 December 2020</b></p> <p>Organisers reassured members of their success and expertise in hosting events during lockdown. They assisted the government with the creation of the national guidance for hosting safe events during covid.</p> <p>Half marathon hosted over two days, 19 &amp; 20 December with approximately 500 participants per race with five races scheduled per day.</p> <p>Event summary shared details included:</p> <ul style="list-style-type: none"> <li>• Race packs posted in advance</li> <li>• No event village</li> <li>• 2m distanced queue markers</li> <li>• Unimpeded one-way access to and from Stratford and wider area</li> <li>• Hand sanitisers and additional medical cover</li> <li>• All staff wearing PPE</li> <li>• Self-service emergency bag drop</li> <li>• Test and trace</li> <li>• Staggered start, 5 waves of 200 runners</li> <li>• Limited impact on the wider park</li> <li>• Road closures on Waterden and Marshgate</li> <li>• Spectators not permitted at event</li> </ul> <p>Organisers to submit event specific Risk Assessment, Traffic Management Plan, clarification of stadium access via bridge 2, toilet and bag drop procedures.</p> <p>WSC shared their concerns around car parking on Saturday for participants, organisers to discuss car-parking options with Westfield team as this will be a busy shopping period.</p> <p>Run Through to engage with IQL for use of their land.</p> <p>LBN Highways (PN) advised that management of the footways will be challenging and they need to be consulted on the signage to be used.</p> <p>LS185 confirmed they are working on a detailed plan covering cleaning regime, use of the covid isolation room and flow management in the stadium for submission.</p>	<p><b>RunThrough</b></p> <p><b>RunThrough</b></p> <p><b>RunThrough</b></p> <p><b>RunThrough</b></p> <p><b>LS185</b></p>
<p><u>LLDC Events &amp; QEOP Works update</u></p> <ul style="list-style-type: none"> <li>• QEOP Half Marathon postponed to December 2020.</li> <li>• Regular runs are ongoing and all well received.</li> <li>• Filming projects are ongoing with no impact to other businesses.</li> <li>• Planning for 2021 continues with challenges.</li> <li>• PML A theatre onsite from mid-January 2021. LBN (PN) informed LLDC the traffic order needs to be submitted by mid-November.</li> <li>• North south highway completion scheduled for 27 November 2020.</li> <li>• East Wick phase two will have an impact on events.</li> <li>• Residents moved into East Wick phase one.</li> </ul> <p>LLDC thanked Public Health and LBN for their guidance and advice.</p>	<p><b>LLDC</b></p>
<p><b>6. Stadium Update</b></p> <p><u>Football</u> BCD football fixtures are ongoing. Planning for return of spectators postponed pending further government guidance.</p> <p><u>Other Events</u> Planning for future events is ongoing.</p>	

<p><b>8. A.O.B.</b></p> <p>No other business to note.</p>	
<p><b>10. Next LOPSG Meeting</b></p> <p>Next meeting on Wednesday 25 November 2020.</p>	