

FINAL Minutes
SSAG Meeting held on 6 July 2021 @ 11am
Via Teams video conferencing

Attendees:	Sheila Roberts (SRO)	LBN – Licensing and Regulatory Services - Chair
	Edward King	LBN – Licensing and Regulatory Services
	Leah Pratten	LBN – Licensing and Regulatory Services
	Heeren Parmer	LBN – Building Control
	[REDACTED]	LBN - Licensing and Regulatory Services - minutes
	Pete Ng	LBN – Highways & Traffic Management
	Sally Burns	Public Health Newham
	Matt Bury	Public Health Newham
	Zakaria Ahmed	Public Health Newham
	Gary Ashe	TFL Underground
	Mark Camley	LLDC
	Sara-Ellen Williams	LLDC
	Tony Tolley	LLDC
	Peter Tudor	LLDC
	Phil Hill	London Stadium185
	Jason Eglash	London Stadium185
	Peter Swordy	London Stadium185
	Anna Jankowski	London Stadium185
	Darren Raczowski	London Stadium185
	Chris Hipwood	London Stadium 185
	Andy Sheldon	Metropolitan Police Service
	Lou Elliston	Sports Ground Safety Authority
	Matt Atkinson	St John Ambulance
	Lauren Clancy	Network Rail
	Stuart Phillips	South Eastern
	Imteyaz Kurrimboccus	TFL Buses
	Ben Illingworth	West Ham United FC
	Nicola Keye	West Ham United FC
	Jake Heath	West Ham United FC
	Philippa Cartwright	West Ham United FC
	Tom Lish	Westfield Stratford City
	Chris Mitchell	Westfield Stratford City

1. Apologies

Meeting convened via Teams, apologies received from Neal King, TFL; Graham Gilmore, LS185; Chris Betts, WSC; Derek Worsfold, BTP.

Minutes from the last meeting held 3 June 2021 agreed.

Action updates from previous minutes	Ref
Event Update – Strategic actions and learnings (3 June 21) LBN will submit their detailed match day debrief report once a new template is received from the SGSA. Match day report being submitted – Action complete.	Closed
LBN to request the deployment of parking enforcement teams on match day to alleviate parking concerns. List of fixtures shared with parking enforcement team – Action complete.	Closed
The Chair reminded LS185 that one of the conditions on the premises licence is that recording is kept for 31 days, LBN to follow up. LS185 confirmed CCTV images are stored for 31 days – Action complete.	Closed

<p><u>End of Season Report (3 June 21)</u> Police to share details with local police and visit West Ham offices to speak to staff members. <i>Andy Sheldon has shared details with local police and will be arranging a meeting to WHUFC staff – Action complete.</i></p>	Closed
<p><u>2021 – 2022 season and capacity uplift (3 June 21)</u> A seating manifest will be required clearly identifying the restricted viewing seats. LBN reminded West Ham that the wet seats manifest was due. LS185 to share with LBN</p>	Closed
<p><u>Impact of qualification to Europa League (3 June 21)</u> There has been a review of how the football games will be risk assessed for the new season, the police will adjust their plans accordingly with the Stadium. <i>Meeting set with WHUFC and LS185 to discuss categorisations of new season fixtures – Action complete.</i></p>	Closed
AGENDA ITEMS	Actions
<p>2. Upcoming Fixtures</p> <p>Saturday 7 August 2021 – Friendly (team to be confirmed) Monday 23 August 2021 – WHU v Leicester City KO 20:00 Saturday 28 August 2021 – WHU v Crystal Palace KO 15:00</p> <p>Premier League are keeping the red zones and covid protocols in place for the new season.</p> <p>Partners discussed issues of concern with the lifting of restrictions and new rules for the coming season. LBN recommend that the risk assessment and covid specific risk assessment be evaluated and remain an active document reflecting changing circumstances. Public Health advocate LFT be built into daily life as well as pre-event testing.</p> <p>WHUFC will encourage best practice protocols and will follow government and local authority guidance. It was noted that the club would have liked to receive overarching ground rules from the Premier League which included the pandemic and not just player and staff specific.</p> <p>SG02 will no longer be valid after 19th July. LS185 need to ensure adequate ventilation is a priority in indoor areas.</p>	<p>LS185</p> <p>LS185</p>
<p>3. Public Health Newham Covid-19 update</p> <p>Levels in Newham are doubling every 10 days with an increase particularly in the 20-30 year age bracket.</p> <p>Public Health are continuing with their initiatives to promote vaccination take up, Stratford has the lowest unvaccinated young profile in comparison to other boroughs.</p> <p>Test and trace will remain available albeit voluntarily, it is recommended good practice to keep it in place and encourage face coverings and lateral flow testing when in enclosed environments.</p> <p>There may be local contingencies in place should numbers continue to go up.</p> <p>EK (LBN) reminded partners that the new summer roadmap shifts responsibilities to businesses. All businesses have a legal obligation to risk assess and protect their staff as a priority and LBN endorse maintaining covid-19 mitigations as best practice.</p>	

<p>4. SGSA Covid-19 Guidance update</p> <p>No further updates to be shared.</p>	
<p>5. Ingress and Egress Operation update and impact on travel hubs</p> <p>Stratford Underground station has been one of the busiest stations during the pandemic, the current one-way system and decision on use of face coverings is under assessment.</p> <p>South Eastern shared their concerns on capacity uplift and ability to resource if staff isolate. WHUFC added if transport is not at full capacity then stadium will need to re-evaluate capacity.</p>	
<p>6. WHUFC Banning protocol update</p> <p>LS185 will be capturing more detail on the incident report as to the cause of the bans going forward.</p>	<p>LS185</p>
<p>7. HVM update</p> <p>Evaluation process underway and out to tender, still six weeks before awarding and may be extended to July 22.</p> <p>HVM is been removed from Sidings Street. Temporary measures are being reviewed for the first friendly on 7 August 21. A permanent solution is under review.</p>	
<p>8. Away coach parking</p> <p>Coach parking options reviewed and debated by partners. CH to consult with TFL Buses before finalising plan.</p> <p>Design consideration shared for set down and pick up as the preferred option particularly for the European fixtures. LLDC reminded partners that the use of Sidings Street and Barbers Road should be discouraged. PN (LBN) to raise with parking enforcement team.</p> <p>WHFU advised that they will be looking for clarification of official and unofficial coach numbers for European fixtures.</p>	<p>LS185</p> <p>PN</p>
<p>9. Any other football safety related business</p> <p>No other football safety related business recorded.</p>	
<p>10. NHS mass vaccination debrief</p> <p>NHS debriefed the mass vaccination event at the London Stadium, learnings were shared which included:</p> <ul style="list-style-type: none"> • Staffing and logistical issues • Anti-vaxxers booked up slots to frustrate bookings • Wider park issues with queuing lengths • Accuracy of numbers • Intelligence shared could have been improved • Requirement for more comprehensive paperwork from organisers 	

11. Date of next Football SAG Tuesday 3 August 2021.	
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