



Minutes

Meeting: E20 Stadium LLP Board
Date: 30 March 2022
Location: Hybrid: Marketing Suite, LLDC Offices & Microsoft Teams Meeting
Time: 14:00-16:30

Member Representatives Present:

Nicky Dunn (Chair, LLDC)
Keith Edelman (LLDC)
Gerry Murphy (SELH)

Attendees:

Graham Gilmore, Chief Executive, London Stadium
Darren Raczkowski, Operations Director, London Stadium
Peter Swordy, Director of Health, Safety and Compliance, London Stadium
Ashish Sharma, Chief Financial Officer, London Stadium
Alan Skewis, Head of Capital Projects, London Stadium
Gary Bell, Head of Commercial, London Stadium
Mark Camley, Executive Director, Park Operations and Venues, LLDC
Ed Stearns, Director of Marketing and Communications, LLDC
Nathan Homer, Chief Commercial Officer, E20 Stadium LLP
Richard Irish, Director of Finance, LLDC
David Bellamy, Mayor's Chief of Staff, GLA
Milena Harris, Head of Legal, E20 Stadium LLP
Gurpreet Dehal, future E20 Board member
Phil Mead, future E20 Board member
[REDACTED], Commercial Officer, LLDC (Secretariat)

Apologies:

Lyn Garner, Chief Executive, LLDC
Shanika Amarasekara (LLDC)

1. Welcome and minutes of the previous meeting

- 1.1. The Chair welcomed members to the Board and noted apologies from Lyn Garner and Shanika Amarasekara.
- 1.2. The Board **APPROVED** the minutes of the previous meeting held on 4 February 2022.

2. Actions from the previous meeting and matters arising

- 2.1. The Chair reviewed the open actions and noted that they had since been closed.

2.2. The Board **NOTED** the action table.

3. Health and Safety Report

3.1. Peter Swordy presented the Health and Safety report to the Board and highlighted the following:

- 3.1.1. There had been both fire drill and counter-terrorism training sessions taking place throughout March.
- 3.1.2. Government restrictions on Covid had been lifted since the last report and there had been a spike in figures at the time of the report being written, however this had levelled out by the time of the meeting.
- 3.1.3. Premier league Covid regulations regarding player's red zone and mask wearing will be changed in early April.

3.2. The Board **NOTED** the Health and Safety Report.

4. CEO Report / Covid-19 Update

4.1. Graham Gilmore presented the CEO Report to the Board and highlighted the following:

4.1.1. **Covid:** Staff had been encouraged to return to the Stadium for the majority of their working week, however there had been a spike in cases since the lifting of restrictions. Employees are now being asked to take a lateral flow test before attending the office.

4.1.2. **Operations:** [REDACTED]

4.1.3. **Coach parking:** There had been an ongoing issue with coach parking for football matches; due to the nature of land ownership and operations on the QEOP, there had been a lack of suitable options which were in a reasonable distance to the away turnstiles. [REDACTED]

4.1.4. **Westfield license:** The license for the Northern Ticket Hall is due for renewal on 3 April and [REDACTED].

4.1.5. **WHU:** 6 matches had taken place since the last Board meeting and the pitch continues to remain in excellent condition. WHU continue to use the pitch for training [REDACTED].

4.1.6. **Summer concert update:** Unfortunately, the Foo Fighters concerts had been cancelled due to the death of a band member. This had happened the evening prior to the Board meeting, so full information was not yet available. The team were pleased to secure the host of Soccer Aid 2022 over a

negotiation period of just 8 days. The team hope to add at least one more event to the summer schedule.

- 4.1.7. **MLB:** [REDACTED]
- 4.1.8. **LMCT:** The condition of the pitch has continued to deteriorate and so the decision had been taken to have a period of no pitch activity in April to coincide with the Easter break to allow for recovery maintenance work to take place.
- 4.1.9. **Utilities:** Discussion followed on energy consumption within the Stadium and the increased rates post the cost of living crisis. The Board discussed the possibilities of collaborative working on sponsorship/partnership, energy cost saving and the green agenda. **[Action: Gerry Murphy/Nathan Homer to contact Pete Daw (GLA Head of Climate Change) and consider broader Park wide opportunities in this area]**
- 4.1.10. **Delaware North:** [REDACTED]

4.2. The Board **NOTED** the CEO update.

5. Quarterly Finance Update

- 5.1. Ashish Sharma presented the Quarterly Finance Update to the Board and noted the due to the timing of the Board, it was not possible to bring a Q4 paper for discussion. Instead, he gave the following verbal updates:
 - 5.1.1. Overall, the forecast remains as per quarter 3 (£5.3m deficit against the budget).
 - 5.1.2. £0.2m income was not achieved from an event that was due to be delivered during the international football break - unfortunately this did not go ahead.
 - 5.1.3. This was offset by a £0.2m saving on two WHU cup matches that were not required (FA cup & Europe League).
 - 5.1.4. There had been no new national or local Covid restrictions since quarter 3.
 - 5.1.5. [REDACTED]
 - 5.1.6. The pre-audit outturn is due to be presented at the July E20 Board along with the 2022/23 Q1 position.
- 5.2. The Board **NOTED** the Quarterly Finance Update.

6. Stadium Capital Investment and Lifecycle 2021/22 – Quarterly Update

- 6.1. Alan Skewis gave an update on the E20 Group capital investment and lifecycle projects at the end of quarter 4 and made the following highlights:
 - 6.1.1. The fire main installation is due to complete by April 2022.
 - 6.1.2. The back of house lighting project is progressing with the first savings on energy use due in April 2022.
 - 6.1.3. There is potential saving on the West Stand project with the cost for the removal of the West Stand by PHD of [REDACTED].
- 6.2. The Board **NOTED** the quarterly Capital Investment and Lifecycle update.

7. Stadium Capital Investment and Lifecycle Plan – 2022/23

- 7.1. Alan Skewis presented the 2022/23 Capital Investment and Lifecycle Plan to the Board for their approval.
- 7.2. He explained that the request is for the budget to pay for essential changes and repairs to systems that are at end of life and require replacement.
- 7.3. Additional funding may be secured during 2022/23 from the West Stand project (c£0.5m), applications to the LLDC Carbon Offset Fund for energy saving projects (c£0.5m) and case-by-case bids to LLDC on an exceptional basis (i.e. emergency works not affordable within the plan).
- 7.4. The Board **APPROVED** the allocation of the £3.0m 2022/23 Capital and Lifecycle budget for projects as set out in Appendix 1 of the report.

8. Sponsorship / Stadium Naming Rights Update

- 8.1. Nathan Homer presented item 8 to the Board and noted the following:

- 8.1.1. [REDACTED]
- 8.1.2. [REDACTED]
- 8.1.3. [REDACTED]
- 8.1.4. [REDACTED]

- 8.2. The Board **NOTED** the sponsorship / naming rights update.

9. Rick Roberts Way Land Swap

- 9.1. [REDACTED]

[REDACTED]

9.2. [REDACTED]

10. AOB

- 10.1. The Chair noted that Ashish Sharma would be leaving LS185 and the Board collectively thanked him for his hard work over the last four years, particularly noting the difficulty of the Covid period.
- 10.2. The Chair also noted that both she and Keith Edelman are retiring from the Board. David Bellamy on behalf of the Mayor, and Gerry Murphy on behalf of LLDC, thanked them for their valuable contributions and advice over the period. The Chair noted that Phil Mead and Gurpreet Dehal will be becoming full members of the Board.
- 10.3. There was no other business.
- 10.4. The following members of the Board remained at the meeting for discussion of the final HR items: Nicky Dunn, Keith Edelman, Gerry Murphy, David Bellamy, Sarah Perry, Georgia Duncan, Phil Mead, Gurpreet Dehal, Richard Irish.

11. LS185 Pay Review

11.1. The Board **NOTED** the report.

12. [REDACTED]

12.1. [REDACTED]

13. [REDACTED]

13.1. [REDACTED]

The meeting concluded at 4.30pm.