



Minutes

Meeting: E20 Stadium LLP Board
Date: 27 February 2024
Location: Hybrid: MS Teams / Level 10, Small Auditoria 1, 5 Endeavour Square
Time: 10am -12pm

Member Representatives Present:

Phil Mead (Chair, LLDC)
Gurpreet Dehal (LLDC)
Gerry Murphy (SELH)

Attendees:

Lyn Garner, Chief Executive, LLDC
Graham Gilmore, Chief Executive, LS185 (*until item 10*)
Darren Raczkowski, Operations Director, LS185 (*until item 10*)
Tom Gee, Chief Financial Officer, LS185 (*until item 10*)
Peter Swordy, Director of Health, Safety and Compliance, LS185 (*until item 10*)
Alan Skewis, Head of Capital Projects, LS185 (*until item 9*)
Gary Bell, Head of Commercial, LS185 (*until item 10*)
David Bellamy, Mayor's Chief of Staff, GLA
Ed Stearns, Director of Communication Marketing and Strategy (*MS Teams, until item 9*)
Mark Camley, Exec Director, Park Operations and Venues, LLDC (*until item 10*)
Richard Irish, Finance Director, LLDC (*until item 10*)
Milena Harris, Head of Legal, E20 Stadium LLP (*until item 10*)
Rachel Massey, LLDC
[REDACTED] (Secretariat) (*until item 9*)

Apologies:

Shanika Amarasekara (LLDC)

1. Welcome and Declaration of Interest

- 1.1. The Chair welcomed members to the Board and noted apologies from Shanika Amarasekara.
- 1.2. There were no new declarations of interest.

2. Minutes of the previous meeting and actions of the previous meeting

- 2.1. The Board **APPROVED** the minutes of the previous meeting held on 14 November 2023.
- 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. The Stadium's Fire Strategy was being updated with an expected date of completion in May 2024. Once this was done, a fire risk assessment would be conducted subsequently.
 - 3.1.2. There was improved incident reporting and management.
 - 3.1.3. The in-house event staffing programme was progressing well and had seen [REDACTED] booked for the Spain vs Colombia game. Management was looking to increase these numbers.
 - 3.1.4. Looking ahead, LS185 had conducted a security assurance assessment and found no issues. An ISO 45001 audit was scheduled to commence by the end of February.
 - 3.1.5. The Chair commended the steward who went above and beyond to support a member of the public who had fallen ill during a match.
- 3.2. The Board **NOTED** the Health and Safety Report.

4. CEO Report

- 4.1. The CEO, Graham Gilmore presented his to the Board. The following points were highlighted during discussion:
 - 4.1.1. **Key Metrics:** There were no areas of real concerns as all metrics were rated green or amber.
 - 4.1.2. **Operational Update:** The Stadium had a scheduled match between Spain and Colombia on 22 March 2024. This event bore no cost risks to LS185 [REDACTED]. Following the installation of the lay and play hybrid pitch, LS185 was in the process of exploring opportunities for additional events on the pitch, such as friendly games and concerts.
 - 4.1.3. **West Ham United (WHU) Related Issues:** During the reporting period, the London stadium hosted 17 matches and conversations were ongoing regarding hosting a Women Super League game at the Stadium, as well as WHU preseason matches in the summer. There were no major health and safety issues during the reporting period and [REDACTED].
 - 4.1.4. **MLB Updates:** The Stadium hosted the MLB and representatives from the New York Mets and Philadelphia Phillies, feedback from this event was positive. Ticket sales from MLB events were in line with figures for 2023. LS185 had reach an agreement with MLB [REDACTED] through a negotiation on catering rights.
 - 4.1.5. **Wider commercial and event updates:** Discussions were ongoing with several promoters for events next summer. The Stadium is in contract discussions for [REDACTED] LS185 would be sending representatives to attend the International Live Music Conference for business prospecting purposes. The Delaware North [REDACTED] was yet to conclude as discussions were ongoing [REDACTED].

panels. This has the effect of improving the net energy savings by [REDACTED] over the life of the project (from [REDACTED] to [REDACTED]). The capital costs submitted had not changed as these were based on [REDACTED] of PV panels. As a result the [REDACTED] and the recommendation was unchanged.

6.3.2. It was confirmed that [REDACTED] would win the tender regardless of which option for the amount of solar panels to be installed was chosen.

6.3.3. Option 3 [REDACTED] was recommended. This reduced energy savings by c25% but also reduced capital costs. Alan Skewis confirmed that this was within the energy savings range given to the GLA and that they were comfortable with this.

6.3.4. There was a limited window to install the panels between May and October, the installation would start in June after MLB and any change to the number of panels required would be needed by this time.

6.3.5. It was noted that the E20 decision would be noted at the LLDC Investment Committee on 27 February 2024 and the Committee would be asked to approve the recommendations using the urgent action provision.

6.4. The Board:

6.4.1. **AGREED to proceed with a minimum of [REDACTED] PV panels [REDACTED] (Option 3);**

6.4.2. **AGREED TO APPOINT [REDACTED] as the solar provider following a competitive tender process as set out in Appendix 3 of the report;**

6.4.3. **NOTED that depending on progress with naming rights, and additional [REDACTED] of PV membrane may be added in place of space reserved for naming rights logo(s);**

6.4.4. **DELEGATED to the Chief Executive to conclude matters relating to GLA funding, PV coverage and naming right logos.**

7. Sponsorship/Stadium Naming Rights Update

7.1. Gary Bell provided an overview and highlighted the following:

7.1.1. [REDACTED]

7.1.2. [REDACTED]

7.1.3. [REDACTED]

7.2. The Board **NOTED** the [REDACTED], and the delegation in place to the LLDC Chief Executive in consultation with the Investment

Committee Chair and the E20 Board Chair for the final approval of the [REDACTED]

8. AOB

- 8.1. The WHU issues log was **NOTED**.
- 8.2. There were no other businesses to be considered.

Alan Skewis, Ed Stearns and [REDACTED] left the meeting at this point.

9. E20 Stadium Strategy

- 9.1. The Board **NOTED** the update on the Stadium strategy.

Graham Gilmore, Gary Bell, Peter Swordy, Tom Gee, Darren Raczkowski, Mark Camley and Milena Harris and left the meeting at this point.

10. LS185 Salary Review

- 10.1. The Board **NOTED** the report.

11. LS185 CEO Pay Award

- 11.1. The Board **AGREED** the recommendations in the report.
- 11.2. **[Action: Board members to feed back on the draft 2024/25 objectives.]**

The meeting concluded at 12.15