

ODA Board Meeting – 23 June 2011

Present: John Armitt, Lorraine Baldry, Tony Ball, Barry Camfield, Nicholas Serota, Stephen Duckworth, Christopher Garnett, David Fison, Sally Morgan, David Taylor.

Apologies

Neale Coleman, Sir Roy McNulty and Kumar Muthalagappan sent their apologies as they were unable to attend the meeting.

Declarations of Interest

David Fison declared an interest as a Director of Osborne which is bidding for a contract on the Olympic Park.

Christopher Garnett declared an interest as a Member of the Board of Transport for London.

Minutes of Previous Meeting & Actions Arising

The Board agreed the Minutes of the 55th Board Meeting held on 26 May 2011.

Chairman's Report

The Chairman expressed the Board's congratulations to David Higgins on being awarded a Knighthood.

The Board noted the Board and Partners itinerary for the 28 July 2011 Board meeting.

Programme Performance Summary -Chief Executive's Report

This item was introduced by the Chief Executive.

The Chief Executive reported that there had been one RIDDOR accident, (Village Plots N09 and N010), with zero security incidents, in this period. The AFR decreased to 0.16 (total), 0.20 on the Village and 0.13 on the Park. In addition, there had been a fall in the reported near misses. However, SHELTS are investigating the latter to ensure this is a true reflection of activity and just not a change in reporting.

The Chief Executive presented his report. He drew attention to the following points in particular:

86.4% of venues and infrastructure to Games Time had been completed.

83.3% of the Village to Games time had been completed.

Approximately 2.1million work hours had been completed on site in May 2011, including Off Park Projects & Services.

Aquatics - All pools filled and tiling to the pool surround completed.

The Board noted the Programme Performance Summary- Chief Executive's report, and associated actions.

Advertising and Street Trading Implementation

This item was introduced by the Advertising and Street Trading Programme Manager. ODA's main statutory duties under the Act in relation to Advertising and Street Trading were; Authorisation of street traders; Provision of a Detailed Notice; Providing advice and assistance; and Enforcement of the Regulations.

The main points of the report were highlighted, in particular:

- Consultation on the Regulations closed on the 31 May 2011,
- All Venue/road races now confirmed and all event zone maps are being finalised,

- Licensed street traders affected by the regulations identified,
- The ODA Strategy had been agreed by the Project Board, comprising of GOE, LOCOG and the GLA.

The next steps for the Implementation strategy included;

- Submitting the ODA Strategy to the Minister – July 2011,
- Regulations approved by Parliament – November 2011,
- MoU with Local Authorities signed – December 2011,
- Full training programme for designated officers – March – May 2012,
- Regulations come into force – 23 July 2012.

The Board noted the statutory duties of the ODA, approved the proposed approach in relation to implementation of the requirements of the Advertising and Trading Regulations; and agreed to the report, including schedules 1-4 and Appendices A-C, being submitted to the Secretary of State.

Communications Report

This item was introduced by the Director of Communications.

The following points were highlighted:

- The Media were focused on Olympic Ticket sales,
- London 2012 Transport “Big Build” completion - 1 June 2011,
- Completion of Basketball Arena and Handball Arena- 9 June 2011,
- Safety, Health and Environment Awards – 9 June 2011,
- ODA Annual Report and Accounts published – 15 July 2011,
- There would be several Stakeholder “thank you” events in the upcoming weeks,
- 26 July 2011 – Prime Minister to potentially deliver a speech to invited businesses and the ODA Board, at the Velodrome,
- 27 July 2011 – One year to go – The BBC would have simultaneous broadcasts from Trafalgar Square and the Aquatics Centre. Tom Daley is due to dive at the Aquatics Centre with approximately one thousand spectators, over the course of the day,
- 11 September 2011 – Quarterly Report to be released. This report would include the ODA Priority themes.
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The Board noted the Annual Report and noted the activity undertaken by ODA Communications since the last Board meeting, and the planned programme of major events/ announcements for the month ahead.

Finance Committee

The Board noted the draft minutes of the 30th Finance Committee meeting.

Audit Committee

The Board noted the draft minutes of the 36th Audit Committee meeting.

Planning Committee

The Board noted the minutes of the 81st and 82nd Planning Committee meeting.

Remuneration Committee

The Board noted the minutes of the 21st Remuneration Committee.

SHE Committee

There were no meeting minutes to report.