

## **Minutes of 40<sup>th</sup> Board Meeting:**

22 October 2009

John Armitt, Lorraine Baldry, Tony Ball, Barry Camfield, Neale Coleman, David Fison, Christopher Garnett, Sir Roy McNulty, Baroness Sally Morgan, Kumar Muthalagappan, Sir Nicholas Serota & David Taylor.

### **Apologies**

There were apologies from Stephen Duckworth who was unable to attend.

### **Declarations of Interest**

Neale Coleman declared an interest as an employee of the Greater London Authority (GLA), of which Transport for London (TfL) & the London Development Agency (LDA) are separate functional bodies;

Christopher Garnett declared an interest as a Member of the Board of TfL.

Lorraine Baldry and David Taylor declared an interest as Chairman and Deputy Chairman respectively of the ODA Planning Committee.

### **Minutes of Previous Meeting & Actions Arising**

The Board agreed the Minutes of the 39<sup>th</sup> Board meeting held on 24 September 2009.

### **Chairman's Report**

The Chairman noted the increasing importance of communications on the Olympic Route Network (ORN), which was being raised by a number of stakeholders. The need for the ORN needed to be fully explained. Members asked for briefing on this.

### **Chief Executive's Report**

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

The PLUG project Team won project of the year at the Association for Project Management awards, the Head of Development Control had been awarded Today's Leader by the London Royal Town Planning Institute, and the construction team had won a social responsibility programme award.

The Aquatics Centre roof had been successfully jacked down, following extensive quality assurance work, and work on the Village was progressing well, with the first cladding going onto block 15.

### **Quarterly Report to Funders**

The Director of Finance explained that the venues and infrastructure programme on the Park was over 50% complete. The ODA AFC (Anticipated Final Cost) had increased by £5m to almost exactly £7.2bn, but significant savings had been identified in the security and logistics budgets. A Sales and Marketing Strategy for the Village would be produced in early 2010 for funders.

Programme contingency would be analysed into separate risk provisions by the end of the financial year. Members suggested that transformation spend could be shown separately to prevent confusion.

### **ODA Transformation Business Case**

The Head of Design gave a presentation on the design work for the Transformation Masterplan. He explained that there was a plan to accelerate the delivery of the post-Games transformation works on the Park to enable the Park to be opened by May 2013.

The main work was on the parklands and roads infrastructure. Where routes into the Park were alongside vacant development plots planting was planned within part of the vacant plot to widen the route and to make it feel a welcoming environment that would draw people into the Park.

The Board approved the Business Case for investment decision by OPRG, and approved the submission of the planning application for post-Games transformation works.

### **2009 OGC Gateway™ Review of ODA Programme**

The Chief Executive explained that the review had rated the programme green/amber, which was the best Gateway review result that the ODA had received. The review had identified many of the stakeholder and Park Operations issues that they were already aware of.

The Board noted the outcome of the ODA Programme Gateway™ 0 Review 2009 and noted the recommendations from the Review.

### **Park Operations Update**

The Director of Construction explained that GOE had been leading discussions to identify scope for the operation of the Park through the test and overlay period. Security for games readiness over this same period was also being evaluated but would be considered separately, as it was the responsibility of the Metropolitan Police and the Home Office.

The Board noted the current work being undertaken by ODA for GOE to identify and cost park operations between Summer 2011 and Games time, and requested that they be kept updated regarding any ODA submission to GOE.

### **Olympic Park Workforce Monitoring**

A cross-section of the Park workforce, 1700 members out of 1900 who were approached, had participated in the survey. The survey results appeared to reinforce the workforce data collected by the ODA.

The Board noted that the initial indications were that the validation survey had reinforced the accuracy of the ODA's workforce monitoring, and demonstrated the positive impact of the ODA's interventions to promote the London Living Wage. The Board requested the Director of Construction to consider what further work could be undertaken to validate the direct employment figure, within existing resource capability.

### **ODA Planning Committee and PDT Summary of Activities**

The Head of Development Control explained that the Planning Committee's Terms of Reference required a regular report to the Board. The Planning Committee Chair commended the Planning Decisions Team for their hard work, which was supported by the rest of the Board.

The Board noted the contents of the report and agreed to receive similar reports in future at suitable intervals.

### **Revised Scheme of Delegation of Planning Powers to the Head of Development Control**

The Head of Development Control explained that the scheme had been revised to make it more flexible. Delegations would be considered on the basis of controversy and contentiousness rather than on thresholds.

The Board noted that the ODA Planning Committee had agreed the amended scheme of officer delegation included at Annex 2 of the report, and approved the amended Scheme of Officer Delegation for use by the Head of Development Control and the Planning Decisions Team.

### **Communications Progress Report**

The Director of Communications presented a paper on key activities undertaken in the last month. The IOC Co-ordination Commission would visit in November, and there were plans to mark 1000 days to go on 31<sup>st</sup> October.

### **Finance Committee**

The Finance Committee had met that morning and discussed the quarterly review.

### **Audit Committee**

The Board noted that there were no minutes to report.

### **Planning Committee**

The Board noted the draft Minutes of the 53<sup>rd</sup> Planning Committee meeting held on 06 October 2009.

### **Remuneration Committee**

The Board noted that there were no minutes to report.

### **SHE Committee**

The Committee would be visiting the Olympic Village the following day prior to their meeting. The morning's health and safety briefing had picked up a concern about the increased AFR of 0.2%. The Board should be briefed on health and safety, including the information being provided through the significant increase in near miss reporting. The Chairman agreed that the Board needed to focus on this, as although the record was good there was no room for complacency.

The Board noted that there were no minutes to report.

### **Any Other Business**

The Board authorised the opening of the ODA Group Life Assurance Scheme business current account.