

Attendance List

4th Olympic Board Meeting

4pm 7 November 2005
LOCOG Offices
25 Canada Square, London E14

Chair:

Mr Ken Livingstone

The Mayor of London

Present:

Rt. Hon Tessa Jowell

Secretary of State for Culture, Media and Sport

Lord Coe

Chairman

London Organising Committee of the Olympic Games

Lord Moynihan

Chairman

British Olympic Association [*by conference call*]

In Attendance:

Rt. Hon Richard Caborn

Minister for Sport

Department for Culture, Media and Sport

Dame Sue Street

Permanent Secretary

Department for Culture, Media and Sport

Mr Paul Bolt

Director, Olympic Board Secretary

Olympic Board Secretariat

Mr Simon Clegg

Chief Executive

British Olympic Association

Mr Neale Coleman

Director of Business Planning and Regeneration

Greater London Authority

Mr. Andy Crump

Head of Secretariat

Olympic Board Secretariat

Ms Sara Friend

Director of Legal Services

British Olympic Association

Ms Sue Killen

On behalf of the Director General

Department for Culture, Media and Sport

Mr Keith Mills

Interim Chief Executive

London Organising Committee of the Olympic Games

Mr Mike Power

Chief Operating Officer

London Organising Committee of the Olympic Games

Mr Matthew Symes

Interim Director, Olympic Games Unit

Department for Culture, Media and Sport

Meeting Summary

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Procedural note:

- *The Chairman of the British Olympic Association attended by conference call.*

The Minutes of the 3rd Olympic Board Meeting were agreed. It was also agreed that LOCOG should, through the communications group, develop a communications strategy which ensured that non-sensitive information was made available as widely and early as possible.

Labour Market Task Force: It was agreed that work to ensure that there was sufficient capacity in the labour market, as well as maximising opportunities in the Olympic area, needed to start as soon as possible. The Board agreed the proposal for a task force, headed by a senior business figure, to undertake a three to four month project, reporting back to the Board. There should also be detailed discussions with Government and the work should feed into the proposals for realising benefits from the Olympic and Paralympic Games.

Programme Workshops: The Board endorsed the proposed actions and work-streams on: developing common objectives; mapping organisational responsibilities; and legacy capture. The proposed programme support role of the Olympic Board Secretariat was agreed, with a job description for the permanent Director to be drawn up, and agreed, in order that Stakeholders could proceed to recruit to the post.

Design Optimisation: The GLA reported that discussions with Stratford City were going forward. The technical teams were close to agreement on a model that placed the International Press Centre and Main Broadcast Centre together on the edge of the Olympic Village. This was endorsed as good outcome, subject to ensuring that the transport arrangements worked effectively. A draft full technical report, covering transport flows, would be available in due course.

It was agreed that LOCOG should approach the IOC in advance of the Co-ordination Commission visit, to ensure that they would be content with the changes, and that the changes should be made public shortly after the visit. It was also agreed that the question of whether the additional car-parking for journalists was still necessary would be raised with the IOC.

LOCOG Objectives: The Chairman of LOCOG reported that a senior management meeting had been held to agree values and objectives and a copy of the draft objectives circulated to the Board.

The next meeting would be convened on 15 December 2005.