

L Lluva

London Development
Agency
Palestra
197 Blackfriars Road
London SE1 8AA

request-231xxxxxxxxxx@xxxxxxxxxxxxxxxx.xxx

T 020 7593 8000
F 0207593 8002

www.lda.gov.uk

xxxx@xxx.xxv.uk

11 December 2009

FOI 440

Dear L Lluva,

REQUEST FOR INFORMATION / FREEDOM OF INFORMATION ACT 2000

We refer to your e-mail dated 13 November 2009 requesting the following information:

"Under the Freedom of Information Act 2000 I seek the following information for the months and years since the Olympic Delivery Committee (ODC) came into existence:

- 1. Agendas for each ODC meeting.*
- 2. Minutes for each ODC meeting.*
- 3. Any reports produced by the ODC for the LDA, including any Summary Reports produced for and presented to the Board of the LDA."*

Duty to Confirm or Deny

We do hold information of the description specified in your request.

Information Held

Please find attached the agendas for all the Olympic Delivery Committee (ODC) meetings.

Please note that these meetings took place on the following dates:

2005

8 August
6 September
9 November
9 December

2006

19 January
13 February
2 March
13 March
12 April
19 April
8 May
23 May
19 June

12 July
16 October
20 November
11 December

2007

7 March
9 July
10 October
22 November

2008

1 February
26 March

Duty to Communicate

Please be advised that under Section 2 of the Freedom of Information Act, the duty of a public authority to give access to information does not apply in respect of information which is exempt under the Act.

Please note that the ODC meetings were held in private session where confidential matters were discussed. In response to your request for the minutes and reports produced for these meetings, please note that each report and minutes would have to be carefully reviewed and assessed as to whether the information held within them could now be released. We have assessed the cost of complying with this part of your request in accordance with the Freedom of Information Act and have determined that the cost of complying with your request would exceed the appropriate cost limit set by the Fees Regulations under the Freedom of Information Act. Under Section 12(1) of the Act and Regulations 3 and 4 of the Fee Regulations, the appropriate fee limit is set at £450.00, which represents 18 hours work at a standard rate of £25 per hour.

The cost of complying would exceed the appropriate cost limit due to the time it would take to locate, retrieve and review each report and minutes to assess whether this information could now be released.

The approximate costs that we would reasonably expect to incur in complying with this part of your request are (at a minimum):

- Locating the information: 2 hours (£50)
- Retrieving the information: 2 hours (£50)
- Extracting and reviewing the information: 23 hours (£575)

As a result, we estimate that the total cost of providing all the information requested would be in excess of the fee limit and we are therefore unable to satisfy your request for information on the grounds that the information is exempt under Section 12 for the reasons set out above.

We regret that we cannot assist you with certain aspects of your request and hope that you understand that the LDA has a duty to balance the provision of information under the Act with proper use of public funds in dealing with requests.

If you are able to re-focus these aspects of your request, within the costs limit, please let us know. We will be happy to consider any new requests made by you in accordance with our obligations under the Act.

Complaint Procedure

If you are not satisfied with our reply to your request, you may lodge a complaint with the LDA Public Liaison Unit at the postal address above or by email at xxxx@xxx.xxx.xx. Your complaint will be considered by a senior management staff member and you will receive a reply to your complaint within 20 working days.

Should you remain dissatisfied after receiving our reply to your complaint, you may apply to the Information Commissioner to determine whether your request was dealt with in accordance with the requirements of the Freedom of Information Act.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Janna Segal', written in a cursive style.

Public Liaison Unit
LONDON DEVELOPMENT AGENCY

MAYOR OF LONDON

agenda

Meeting Olympic Delivery Committee

Date 8 August 2005

Start time 1:00 – 3:00pm

Place Caparo Group Limited,
1st Floor
103 Baker Street, London W1U 6LN

Devon House
58-60 St Katharine's Way
London E1W 1JX

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Item	Subject	Page no
1	Chair's opening remarks	
2	Apologies	
3	Declarations of interest	
4	Update on Olympic Delivery Options Analysis Verbal update of Tony Winterbottom, Executive Director, Regeneration & Development	n/a
5	Update on Mayoral Direction Verbal update of Tony Winterbottom, Executive Director, Regeneration & Development	n/a
6	Progress update on structural changes in the LDA Report of Tony Winterbottom, Executive Director, Regeneration & Development	6/1 – 6/8
7	Undergrounding power lines for the London 2012 Olympic and Paralympic Games Report of Tony Winterbottom, Executive Director, Regeneration & Development	7/1 – 7/11
8	Any other business the Chair considers urgent	
9	Close of meeting	

Date of next meeting: 6 September 2005

Mike Lancaster, Head of Law, Interim Secretary to the Board
020 7954 0032 mikelancaster@lda.gov.uk

If you require special facilities or would like further information, please contact

Daniel Murnane, Acting Head of Governance, 020 7954 4644, danielmurnane@hotmail.com

agenda

Meeting Olympic Delivery Committee

Date 6 September 2005

Start time 4:30 – 6:30pm

Place Caparo Group Limited,
1st Floor
103 Baker Street, London W1U 6LN

Devon House
58-60 St Katharine's Way
London E1W 1JX
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2	Apologies	
3	Minutes of the meeting held on 8 August 2005	3/1 – 3/7
4	Action sheet from meeting held on 8 August 2005	4/1 – 4/2
5	Declarations of interest	
6	Olympic Development Programme a) Short presentation by Alison Nimmo on Total Olympic programme. b) 90 Day Programme – attached c) Verbal Update on Land Acquisition by Gareth Blacker	(spreadsheet format 6 pages)
7	Olympic Structures and Responsibilities Role & Responsibilities of the ODC Report of Tony Winterbottom, Executive Director, Regeneration & Development	7/1 – 7/4
8	Procurement Update Report of Tony Winterbottom, Executive Director, Regeneration & Development	8/1 – 8/3
9	Recruitment Update Report of Tony Winterbottom, Executive Director, Regeneration & Development	9/1 – 9/4
10	Local Procurement – Letter to boroughs Report of Tony Winterbottom, Executive Director, Regeneration & Development	Letter format (one page + appendix)
11	Powerlines Update including Risk Work Report of Tony Winterbottom, Executive Director, Regeneration & Development	Memorandum format (two pages)
12	The London Development Agency (Lower Lea Valley Undergrounding of powerlines) Compulsory Purchase Order 2005 Report of Tony Winterbottom, Executive Director, Regeneration & Development	12/1 – 12/9
13	The London Development Agency (Lower Lea Valley, Olympic & Legacy) Compulsory Purchase Order 2005 Report of Tony Winterbottom, Executive Director, Regeneration & Development	13/1 – 13/10
14	Olympic Acquisition By Waters, 3 sites Interchange, Marshgate 1 and Marshgate 2 Report of Tony Winterbottom, Executive Director, Regeneration & Development	14/1 -14/8
15	Any other business the Chair considers urgent	
16	Close of meeting	

Date of next meeting: 13 October 2005

Mike Lancaster, Head of Law, Interim Secretary to the Board

020 7954 0032 mikelancaster@lda.gov.uk

If you require special facilities or would like further information, please contact

Daniel Murnane, Acting Head of Governance, 020 7954 4644, danielmurnane@lda.gov.uk

agenda

Meeting Olympic Delivery Committee

Date 9 November 2005

Start time 9:00 – 11:00am

Place Caparo Group Limited,
1st Floor
103 Baker Street, London W1U 6LN

Devon House
58-60 St Katharine's Way
London E1W 1JX

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3	Minutes of the meeting held on 6 September 2005	3/1 – 3/10
4	Action sheet from meeting held on 6 September 2005	4/1 – 4/1
5	Declarations of interest	n/a
6	Olympic Opportunity & International Promotion Report of Marc Stephens, Executive Director, Business & Skills	6/1 – 6/8
7	Update on London Development Agency (Lower Lea Valley, Olympic & Legacy) Compulsory Purchase Order 2005 Verbal update of Tony Winterbottom, Executive Director, Regeneration & Development	n/a
8	Selection of Development Partner at Beckton Gas Works and Orient Way Leyton for Olympic Business Relocations' Report of Tony Winterbottom, Executive Director, Regeneration & Development	8/1 – 8/8
9	Update on tendering & procurement activities undertaken by the LDA / IODA Report of Tony Winterbottom, Executive Director, Regeneration & Development	9/1 – 9/5
10	Olympics risk assessment Report of John Biskupski, Executive Director, Resources and Equality	10/1 – 10/9
11	Local Employment & Training Framework Report of Tony Winterbottom, Executive Director, Regeneration & Development	11/1 – 11/8
12	Any other business the Chair considers urgent	
13	Close of meeting	

Date of next meeting: 9 December 2005

Frances McLeman, Director of Law, Governance & Procurement, Interim Secretary to the Board
020 7954 4524 francesmcleman@lda.gov.uk

If you require special facilities or would like further information, please contact

Daniel Murnane, Acting Head of Governance, 020 7954 4644, danielmurnane@lda.gov.uk

agenda

Meeting **Olympic Delivery Committee**

Date 9 December 2005

Start time 3:00 – 5:00pm

Place Caparo Group Limited,
 1st Floor
 103 Baker Street, London W1U 6LN

Devon House
58-60 St Katharine's Way
London E1W 1JX

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2	Apologies	
3	Minutes of the meeting held on 9 November 2005	3/1 – 3/10
4	Action sheet from meeting held on 9 November 2005	4/1 – 4/2
5	Declarations of interest	n/a
6	Approval of Contracts for the under grounding of power lines Report of Tony Winterbottom, Executive Director, Regeneration & Development	6/1 – 6/18
7	Selection of the Park Wide Designer Report of Tony Winterbottom, Executive Director, Regeneration & Development	7/1 – 7/10
8	Update on the 40 Planning Strategies Report of Tony Winterbottom, Executive Director, Regeneration & Development	8/1 – 8/15
9	Sortex Report of Tony Winterbottom, Executive Director, Regeneration & Development	To follow
10	Any other business the Chair considers urgent	
11	Close of meeting	

Date of next meeting: 19 January 2006 (TBC)

Frances McLeman, Director of Law, Governance & Procurement, Interim Secretary to the Board

020 7954 4524 francesmcleman@lda.gov.uk

If you require special facilities or would like further information, please contact

Daniel Murnane, Acting Head of Governance, 020 7954 4644, danielmurnane@lda.gov.uk

agenda

Meeting Olympic Delivery Committee

Date 19 January 2006
Start time 9:00 – 11:00am
Place Caparo Group Limited,
1st Floor
103 Baker Street, London W1U 6LN

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2.	Apologies	
3.	Minutes of the meeting held on 9 December 2005	3/1 – 3/9
4.	Action sheet from meeting held on 9 December 2005	4/1 – 4/2
5.	Minutes of the Special meeting held on 22 December 2005	5/1 – 5/5
6.	Action sheet from Special meeting held on 22 December 2005	6/1 – 6/1
7.	Declarations of interest	n/a
8.	Lower Lea Regeneration Strategy Report of Marc Stephens, Executive Director Olympic Opportunity & International Promotion	8/1 – 8/9
9.	Acquisition of Bow Industrial Park, Carpenters Road, Stratford, London E15 Report of Gareth Blacker, Director of Olympic Land	9/1 – 9/6
10.	Summary Report - Olympic Park Value Engineering Report of Gareth Blacker, Director of Olympic Land	10/1 – 10/4
11.	Economic rationale for business relocation or extinguishment decisions Report of Gareth Blacker, Director of Olympic Land	11/1 – 11/7
12.	Update on the capture of Olympic benefits Verbal Update of Marc Stephens, Executive Director Olympic Opportunity & International Promotion	n/a
13.	Olympic & Legacy Planning Strategies Report of Gareth Blacker, Director of Olympic Land	13/1 – 13/6
14.	Powerlines CPO and Inquiry Verbal Update of Gareth Blacker, Director of Olympic Land	n/a
15.	LDA Olympic Obligations Report of John Biskupski, Executive Director Resources and Equality	To Follow
16.	Any other business the Chair considers urgent	
17.	Close of meeting	

Date of next meeting: 13 February 2006

Frances McLeman, Director of Law, Governance & Procurement, Interim Secretary to the Board
020 7954 4524 francesmcleman@lda.gov.uk

If you require special facilities or would like further information, please contact

Daniel Murnane, Acting Head of Governance, 020 7954 4644, danielmurnane@lda.gov.uk

agenda

Meeting Olympic Delivery Committee

Date 13 February 2006

Start time 10:00 – 12:00am

Place Caparo Group Limited,
1st Floor
103 Baker Street, London W1U 6LN

Devon House
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2.	Apologies	
3.	Minutes of the meeting held on 19 January 2006	Daniel M
4.	Action sheet from meeting held on 19 January 2006	Daniel M
5.	Declarations of interest	n/a
6.	LDA Olympic Programme Financial Implications Report of John Biskupski, Executive Director Resources and Equality	John B, Jonathan K
7.	Olympic Risk Assessment Report of John Biskupski, Executive Director Resources and Equality	John B, Paul N
8.	Lower Lea Regeneration Strategy - Report of Marc Stephens, Executive Director Olympic Opportunity & International Promotion	Marc S, Michael O
9.	LDA Olympic Obligations Report of John Biskupski, Executive Director Resources and Equality	John B
10.	Any other business the Chair considers urgent	
11.	Close of meeting	

Date of next meeting: 13 March 2006

Frances McLeman, Director of Law, Governance & Procurement, Interim Secretary to the Board
020 7954 4524 francesmcleman@lda.gov.uk

If you require special facilities or would like further information, please contact
Daniel Murnane, Acting Head of Governance, 020 7954 4644, danielmurnane@lda.gov.uk

agenda

Meeting **Olympic Delivery Committee**

Date 2 March 2006

Start time 4:00 – 5:30pm

Place Caparo Group Limited,
1st Floor
103 Baker Street, London W1U 6LN

Devon House
58-60 St Katharine's Way
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2.	Apologies	
3.	Acquisition of Freehold Interest 22 Marshgate Lane , Stratford, London, E15	3/1 – 3/6
4.	Any other business the Chair considers urgent	
5.	Close of meeting	

Date of next meeting: 13 March 2006

Frances McLeman, Director of Law, Governance & Procurement, Interim Secretary to the Board
020 7954 4524 francesmclema@lda.gov.uk

If you require special facilities or would like further information, please contact

Daniel Murnane, Acting Head of Governance, 020 7954 4644, danielmurnane@lda.gov.uk

agenda

Meeting Olympic Delivery Committee

Date 13 March 2006
Start time 9:00-11:00am
Place Caparo Group Limited,
1st Floor
103 Baker Street, London W1U 6LN

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3.	Minutes of the meeting held on 13 February 2006	3/1 – 3/8
4.	Action sheet from meeting held on 13 February 2006	4/1 – 4/1
5.	Minutes of the meeting held on 2 March 2006	5/1 – 5/5
6.	Action sheet from meeting held on 2 March 2006	6/1 – 6/1
7.	Declarations of interest	n/a
8.	Land Acquisitions to Date – Presentation Presentation from Gareth Blacker, Director of Olympic Land Assembly	n/a
9.	LDA Olympic Programme Revised Budget Approval Submission Report of Gareth Blacker, Director of Olympic Land Assembly	9/1 – 9/15
10.	Lower Lea – Update on Economic Regeneration Report of Marc Stephens, Executive Director Olympic Opportunity & International Promotion	10/1 – 10/12
11.	Update on Demolition, Remediation & Bulk Earthworks Report of Gareth Blacker, Director of Olympic Land Assembly	11/1 – 11/6
12.	Olympic Land Team – Progress Update Report Report of Gareth Blacker, Director of Olympic Land Assembly	12/1 – 12/2
13.	Economic rationale for business relocation or extinguishment decisions – Presentation Presentation from Gareth Blacker, Director of Olympic Land Assembly	n/a
14.	Any other business the Chair considers urgent	
15.	Close of meeting	

Date of next meeting: 19 April 2006 (Special Meeting)

Frances McLeman, Director of Law, Governance & Procurement, Interim Secretary to the Board
020 7954 4524 francesmcleman@lda.gov.uk

If you require special facilities or would like further information, please contact

Daniel Murnane, Acting Head of Governance, 020 7954 4644, danielmurnane@lda.gov.uk

agenda

Meeting Olympic Delivery Committee (Special)

Date 12 April 2006

Start time 5:00 - 6:00pm

Place Caparo Group Limited,
1st Floor
103 Baker Street, London W1U 6LN

Devon House
58-60 St Katharine's Way
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2.	Apologies	
3.	Declarations of interest	n/a
4.	Stratford City negotiations Verbal Update of Gareth Blacker, Director of Olympic Land Assembly	n/a
5.	Proposed Relocation of Kesslers International to Albert Basin Presentation from Gareth Blacker, Director of Olympic Land Assembly	5/1 – 5/8
6.	Newsfax Relocation Agreement Report of Gareth Blacker, Director of Olympic Land Assembly	6/1 – 6/5
7.	Relocation of H Foreman & Son Report of Gareth Blacker, Director of Olympic Land Assembly	7/1 – 7/6
8.	Business Relocation Agreement for FH Brundle Ltd and Freehold Acquisition of Riverside House, Bow Industrial Park, Carpenters Road, Stratford, London, E15 Report of Gareth Blacker, Director of Olympic Land Assembly	8/1 – 8/5
9.	Acquisition of the Peabody Interest in Clays Lane Report of Gareth Blacker, Director of Olympic Land Assembly	9/1 – 9/9
10.	Any other business the Chair considers urgent	
11.	Close of meeting	

Date of next meeting: 19 April 2006, 5 – 6pm (Special Meeting)

Frances McLeman, Director of Law, Governance & Procurement, Interim Secretary to the Board
020 7954 4524 francesmcleman@lda.gov.uk

If you require special facilities or would like further information, please contact

Daniel Murnane, Acting Head of Governance, 020 7954 4644, danielmurnane@lda.gov.uk

agenda

Meeting Olympic Delivery Committee (Special)

Date 19 April 2006

Start time 5:00 - 6:00pm

Place Caparo Group Limited,
1st Floor
103 Baker Street, London W1U 6LN

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5.	Actions arising from the meeting of 13 March 2006	5/1 – 5/1
6.	Stratford City negotiations Report of Gareth Blacker, Director of Olympic Land Assembly	To follow
7.	Offsite Business Relocations Report of Gareth Blacker, Director of Olympic Land Assembly	7/1 – 7/9
8.	Olympic Land Team – Progress Update Report Report of Gareth Blacker, Director of Olympic Land Assembly	8/1 – 8/1
9.	Any other business the Chair considers urgent	
10.	Close of meeting	

Date of next meeting: 5 May 2006 (Special Meeting)

Frances McLeman, Director of Law, Governance & Procurement, Interim Secretary to the Board
020 7954 4524 francesmcleman@lda.gov.uk

If you require special facilities or would like further information, please contact

Daniel Murnane, Acting Head of Governance, 020 7954 4644, danielmurnane@lda.gov.uk

agenda

Meeting Olympic Delivery Committee (Special)

Date Monday, 8 May 2006
Start time 4:30pm – 5:30pm
Place Olympic Land Team
London Development Agency
One Churchill Place, 23rd Floor
Canary Wharf, E14 5LN

Devon House
58-60 St Katharine's Way
London E1W 1JX
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Item	Subject	Page no
1.	Chair's opening remarks	
2.	Apologies	
3.	Declarations of interest	n/a
4.	Stratford City negotiations Verbal Update of Gareth Blacker, Director of Olympic Land Assembly	n/a
5.	Inquiry Preparations Verbal Update of Gareth Blacker, Director of Olympic Land Assembly	n/a
6.	Transactions expected during Inquiry Report of Gareth Blacker, Director of Olympic Land Assembly	6/1 – 6/6
7.	Public sector interests Report of Gareth Blacker, Director of Olympic Land Assembly	7/1 – 7/3
8.	Acquisition of British Rail Board (Residuary) Ltd interest in Thames Wharf Report of Gareth Blacker, Director of Olympic Land Assembly	8/1 – 8/5
9.	Update on the Statutory Transfer Scheme Report of Frances McLeman, Director of Law, Governance & Procurement	9/1 – 9/4
10.	Any other business the Chair considers urgent	
11.	Close of meeting	

Date of next meeting: 23 May 2006

Frances McLeman, Director of Law, Governance & Procurement, Interim Secretary to the Board
020 7954 4524 francesmcleman@lda.gov.uk

If you require special facilities or would like further information, please contact
Daniel Murnane, Acting Head of Governance, 020 7954 4644, danielmurnane@lda.gov.uk

agenda

Meeting Olympic Delivery Committee

Date Tuesday, 23 May 2006
Start time 9:00 - 11:00am
Place Caparo Group Limited,
1st Floor
103 Baker Street, London W1U 6LN

Devon House
58-60 St Katharine's Way
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5.	Actions arising from the meeting of 13 March 2006	5/1 – 5/1
6.	Minutes of the Special meeting of 12 April 2006	6/1 – 6/11
7.	Actions arising from the Special meeting of 12 April 2006	7/1 – 7/1
8.	Minutes of the Special meeting of 19 April 2006	8/1 – 8/5
9.	Actions arising from the Special meeting of 19 April 2006	9/1 – 9/1
10.	Minutes of the Special meeting of 8 May 2006	10/1 – 10/10
11.	Actions arising from the Special meeting of 8 May 2006	11/1 – 11/1
12.	Appointment of Tier 1 Contractors Report of Gareth Blacker, Director of Olympic Land Assembly	12/1 – 12/7
13.	Park Wide Designers – Novation of Contracts Report of Frances McLeman, Director of Legal Strategy (Interim)	13/1 – 13/
14.	Olympic Land Team – Progress Update Report Report of Gareth Blacker, Director of Olympic Land Assembly	14/1 – 14/2
REPORTS TABLED FOR THE INFORMATION OF MEMBERS		
15.	Deals during the CPO inquiry period finalised via Committee delegation Report of Gareth Blacker, Director of Olympic Land Assembly	15/1 – 15/5
16.	Any other business the Chair considers urgent	–
17.	Close of meeting	–

Date of next meeting: 7 June 2006, 9 – 11am

Frances McLeman, Director of Law, Governance & Procurement, Interim Secretary to the Board
020 7954 4524 francesmcleman@lda.gov.uk

If you require special facilities or would like further information, please contact
Daniel Murnane, Acting Head of Governance, 020 7954 4644, danielmurnane@lda.gov.uk

agenda

Meeting Olympic Delivery Committee (Special)

Date Monday, 19 June 2006

Start time 5:30 - 6:30pm

Place Caparo Group Offices
103 Baker Street
London

Devon House
58-60 St Katharine's Way
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Item	Subject	Page no
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3.	Declarations of interest	–
4.	Relocation Agreement with Banner Chemicals Limited, 24 Marshgate Lane, London, E15 2NH Report of Gareth Blacker, Director of Olympic Land Assembly	4/1 – 4/6
5.	Cleanaway Site Acquisition Report of Gareth Blacker, Director of Olympic Land Assembly	5/1 – 5/7
6.	Update on Demolition, Remediation and Bulk Earthworks Report of Gareth Blacker, Director of Olympic Land Assembly	6/1 – 6/10
7.	Olympic Land Team – Progress Update Report Report of Gareth Blacker, Director of Olympic Land Assembly	7/1 – 7/2
8.	Any other business the Chair considers urgent	–
9.	Close of meeting	–

Date of next meeting: 12 July 2006, 9 – 11am

Thelma P Stober Director of Law & Governance, Secretary to the Board 020 7954 4524

thelmastober@lda.gov.uk

If you require special facilities or would like further information, please contact

Daniel Murnane, Acting Head of Governance, 020 7954 4644, danielmurnane@lda.gov.uk

agenda

Meeting Olympic Delivery Committee

Date Wednesday, 12 July 2006

Start time 9:00 - 11:00am

Place Caparo Group Limited,
1st Floor
103 Baker Street, London W1U 6LN

Devon House
58-60 St Katharine's Way
London E1W 1JX

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5.	Actions arising from the meeting of 23 May 2006	5/1 – 5/2
6.	Minutes of the meeting of 19 June 2006	6/1 – 6/8
7.	Actions arising from the meeting of 19 June 2006	7/1 – 7/1
8.	Update on Demolition, Remediation and Bulk Earthworks Report of Gareth Blacker, Director of Olympic Land Assembly	8/1 – 8/2
9.	Acquisition of the freehold of Golden House, Waterden Road and relocation of Wanis Ltd Report of Gareth Blacker, Director of Olympic Land Assembly	9/1 – 9/5
10.	Acquisition of the freehold of 34 Marshgate Lane and the relocation of Capital Print & Display Ltd Report of Gareth Blacker, Director of Olympic Land Assembly	10-1 – 10/5
11.	Knight Frank / KPMG review of the Agency's land holdings Report of Gareth Blacker, Director of Olympic Land Assembly	To Follow
12.	Olympic Borrowing Principles Report of Jonathan Kalemera, Director of Finance	12/1 – 12/8
13.	Financial Review of completed deals to date Report of Gareth Blacker, Director of Olympic Land Assembly	13/1 – 13/5
14.	Powerlines Project Update Report Report of Gareth Blacker, Director of Olympic Land Assembly	14/1 – 14/6
15.	Powerlines – Novation of Contracts Report of Frances McLeman, Director of Legal Strategy (Interim)	15/1 – 15/8
16.	Local Employment & Training Framework (LETF) Report of Marc Stephen, Director of Olympic Opportunity & International Investment	16/1 – 16/9
17.	Olympic Land Team – Progress Update Report Report of Gareth Blacker, Director of Olympic Land Assembly	17/1 – 17/2

REPORTS TABLED FOR THE INFORMATION OF MEMBERS		
18.	Deals during the CPO inquiry period finalised via Committee delegation Report of Gareth Blacker, Director of Olympic Land Assembly	TBC
19.	Any other business the Chair considers urgent	–
20.	Close of meeting	–

Date of next meeting: 20 September 2006, 9 – 11am. *To be confirmed, the Chair has requested that this meeting date be rearranged. Please be aware we will be in contact to find another suitable date and time.*

Thelma Stober, Director of Law & Governance
Secretary to the Board
020 7954 4524 thelmastober@lda.gov.uk

If you require special facilities or would like further information, please contact
Daniel Murnane, Acting Head of Governance
020 7954 4644, danielmurnane@lda.gov.uk

agenda

Meeting Olympic Delivery Committee

Date Monday, 16 October 2006
Start time 10:00 - 12:00am
Place Caparo Group Limited,
1st Floor
103 Baker Street, London W1U 6LN

Devon House
58-60 St Katharine's Way
London E1W 1JX
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Item	Subject	Page no
1.	Chair's opening remarks	–
2.	Apologies	–
3.	Declarations of interest	–
4.	Minutes of the meeting of 12 July 2006	4/1 – 4/15
5.	Actions arising from the meeting of 12 July 2006	5/1 – 5/3
6.	Olympic Land Team – Progress Update Report Report of Ted Kyzer, Group Director, Olympics & Pan London Infrastructure Development	6/1 – 6/2
7.	Olympic Land Team Work Plan to March 2008 Report of Ted Kyzer, Group Director, Olympics & Pan London Infrastructure Development	7/1 – 7/6
8.	Proposed transfer of site investigations, demolition, remediation and bulk earthworks Report of Gareth Blacker, Director of Olympic Land Assembly	to follow
9.	Risk Management Update (including H&S) Verbal update of Sarah Ebanja, Group Director, Resources & Risk	Presentation attached
10.	Treasury Management Statement Report of Sarah Ebanja, Group Director, Resources & Risk	10/1 – 10/6
11.	Olympic Land Team Equality and Diversity Report Report of Gareth Blacker, Director of Olympic Land Assembly	11/1 – 11/9
12.	Any other business the Chair considers urgent	–
13.	Close of meeting	–

Date of next meeting: 20 November 2006

Thelma Stober, Director of Law & Governance
Secretary to the Board
020 7954 4524 thelmastober@lda.gov.uk

If you require special facilities or would like further information, please contact
Daniel Murnane, Acting Head of Governance
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Agenda

LONDON
DEVELOPMENT
AGENCY

Meeting: **Olympic Delivery Committee**

Date: 20 November 2006
Time: 10:00am – 12:00pm
Place: Caparo Group Ltd
2nd Floor
103 Baker Street, London W1U 6LN

Palestra
197 Blackfriars Road
London SE1 8AA

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Item	Subject	Page no
1.	Chair's opening remarks	n/a
2.	Apologies	n/a
3.	Declarations of interest	n/a
4.	Minutes of the meeting held on 16 October 2006	4/1 – 4/8
5.	Action sheet from meeting held on 16 October 2006	5/1 – 5/2
6.	FOR DISCUSSION	
6.1.	Health & Safety Incident reporting Report of Ted Kyzer, Group Director, Olympics & Pan London Infrastructure Development	6.1/1 – 6.1/4
6.2.	Olympic Land Team – Progress Update Report Report of Ted Kyzer, Group Director, Olympics & Pan London Infrastructure Development	6.2/1 – 6.2/2
6.3.	Acquisition of the freehold interest in 1 Waterden Road and the relocation of UK Snacks Ltd Report of Ted Kyzer, Group Director, Olympics & Pan London Infrastructure Development	6.3/1 – 6.3/5
6.4.	LDA Olympic Land Budget (progress against Project Wells) Report of Ted Kyzer, Group Director, Olympics & Pan London Infrastructure Development	6.4/1 – 6.4/5
6.5.	Update on Novation of Olympic Contracts <ul style="list-style-type: none">Under ground of PowerlinesDemolition, Remediation & Bulk Earthworks (tier 1 & 2) Report of Thelma Stober, Director of Law & Procurement	6.5/1 – 6.5/5
7.	FOR INFORMATION	
7.1.	Powerlines - Ernst & Young Due Diligence Report Findings & LDA Response Report of Ted Kyzer, Group Director, Olympics & Pan London Infrastructure Development	7.1/1 – 7.1/5

Item	Subject	Page no
8.	Any other business the Chair considers urgent	n/a
9.	Close of meeting	n/a

Date of next meeting: **11 December 2006**

Thelma Stober

Director of Law and Governance

Secretary to the Board

020 7593 8524

xxxxxxxxxxxx@xxx.xxx.xx

If you require special facilities or would like further information,
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Jamie Izzard

Committee Coordinator

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Agenda

LONDON
DEVELOPMENT
AGENCY

Meeting: **Olympic Delivery Committee**

Date: 11 December 2006

Time: 09:00am – 11:00am

Place: Ground Floor Meeting Room
Palestra
197 Blackfriars Road

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Item	Subject	Page no
1.	Chair's opening remarks	n/a
2.	Apologies	n/a
3.	Declarations of interest	n/a
4.	Minutes of the meeting held on 20 November 2006	4/1 – 4/8
5.	Action sheet from meeting held on 20 November 2006	5/1 – 5/2
6.	FOR DISCUSSION	
6.1.	Health & Safety Incident reporting Report of Ted Kyzer, Group Director, Olympics & Pan London Infrastructure Development <ul style="list-style-type: none">Including briefing note on Chequers Corner Incident	To follow
6.2.	Olympic Land Team – Progress Update Report Report of Ted Kyzer, Group Director, Olympics & Pan London Infrastructure Development <ul style="list-style-type: none">Including verbal update on the Remediation & Demolition transfer	6.2/1 – 6.2/2
6.3.	Special Case Relocations: Travellers Communities Report of Ted Kyzer, Group Director, Olympics & Pan London Infrastructure Development	6.3/1 – 6.3/6
6.4.	CPO implementation Report of Ted Kyzer, Group Director, Olympics & Pan London Infrastructure Development	6.4/1 – 6.4/5
7.	Any other business the Chair considers urgent	n/a
8.	Close of meeting	n/a

Date of next meeting: **25 January 2007**

MAYOR OF LONDON

Mike Lancaster

Interim Director of Law and Governance

Secretary to the Board

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If you require special facilities or would like further information,
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Jamie Izzard

Committee Coordinator

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jamesizzard@lda.gov.uk

Agenda

LONDON
DEVELOPMENT
AGENCY

Meeting: **Olympic Delivery Committee**

Date: 7 March 2007

Time: 9:00am – 11:00am

Place: Palestra
197 Blackfriars Road, SE1 8AA
Ground Floor Meeting Rooms

Palestra
197 Blackfriars Road
London SE1 8AA

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Item	Subject	Page no
1.	Chair's opening remarks	n/a
2.	Apologies	n/a
3.	Declarations of interest	n/a
4.	Minutes of the meeting held on 11 December 2006	4/1 – 4/7
5.	Action sheet from meeting held on 11 December 2006	5/1
6.	FOR DISCUSSION	
6.1.	Health & Safety Incident reporting Report of Ted Kyzer, Group Director, Olympics & Pan London Infrastructure Development	6.1/1 – 6.1/4
6.2.	Olympic Land Team – Progress Update Report - including securing vacant possession - status of judicial reviews (implications) Report of Ted Kyzer, Group Director, Olympics & Pan London Infrastructure Development	6.2/1 – 6.2/2
7.	FOR DECISION	
7.1.	Acquisition and Relocation of the PA Finlay & Sons, Marshgate Land Report of Ted Kyzer, Group Director, Olympics & Pan London Infrastructure Development	7.1/1 – 7.1/5
7.2.	Authorisation of Statutory Compensation Payments Report of Ted Kyzer, Group Director, Olympics & Pan London Infrastructure Development	7.2/1 – 7.2/5
8.	FOR INFORMATION	
8.1.	Update on Novation of Olympic Contracts Report of Mike Lancaster, Interim Director of Law & Governance	8.1/1 – 8.1/5
8.2.	Commitment to Sustainable Regeneration - Master planning Report of Ted Kyzer, Group Director, Olympics & Pan London Infrastructure Development	8.2/1 – 8.2/5

MAYOR OF LONDON

Item	Subject	Page no
9.	Close of meeting	n/a

Date of next meeting: **Monday 2 April 2007**

Mike Lancaster

Interim Director of Law and Governance
 Secretary to the Board
 020 7593 8524
mikelancastxx@xxx.xxx.xx

If you require special facilities or would like further information,
 please contact:

Chucks Golding

Acting Head of Governance
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Agenda

LONDON
DEVELOPMENT
AGENCY

Meeting: **Olympic Delivery Committee**

Date: 9 July 2007

Time: 09:00 – 11:00 a.m.

Place: Conference Room 1
Palestra
197 Blackfriars Road, SE1 8AA

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Item	Subject	Page no
1.	Chair's opening remarks	-
2.	Apologies	-
3.	Declarations of interest	-
4.	Minutes of the meeting held on 7 March 2007	4/1 – 4/8
5.	Action sheet from meeting held on 7 March 2007	5/1
6.	FOR DISCUSSION	
6.1.	Health & Safety Incident reporting Report of Ted Kyzer, Group Director, Olympics & Pan London Infrastructure Development	6.1/1 – 6.1/4
6.2.	Olympic Land Team – Progress Update Report Verbal report of Gareth Blacker, Director of Olympic Land	-
6.3.	Update on Olympic Opportunity Report of Geoff Newton, Director of Olympic Opportunity	6.3/1 – 6.3/13
6.4.	Olympic Delivery Committee – Revised Terms of Reference Report of Ted Kyzer, Group Director, Olympics & Pan London Infrastructure Development	6.4/1 – 6.4/4
7.	REPORTS TABLED FOR THE INFORMATION OF MEMBERS	
7.1.	Report Back on delegated Olympic Land Transactions finalised via Committee delegation Report of Gareth Blacker, Director of Olympic Land <ul style="list-style-type: none">- Kendon Packaging- 44 Marshgate Lane, Dominion Tiles & Mosaics- Acquisition of Livingstone House, Stratford from Alphachoice Limited	7.1/1 – 7.1-3
8.	Close of meeting	-

Date of next meeting: **TBC**

Debbie Adams

Director of Law and Governance

Secretary to the Board

020 7593 8524

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Acting Head of Governance

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Agenda

LONDON
DEVELOPMENT
AGENCY

Meeting: Olympic Delivery Committee – Special meeting

Date: 10 October 2007

Time: 08:30 – 9:30 a.m.

Place: Caparo House,
101-103 Baker Street,
London W1U 6LN

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197 Blackfriars Road
London SE1 8AA

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Item	Subject	
1.	Chair's opening remarks	-
2.	Apologies	-
3.	Declarations of interest	-
4.	FOR DECISION	
4.1.	Powerlines Undergrounding Compulsory Purchase Order (No. 2) Report of Manny Lewis Chief Executive and Debbie Adams, Director of Law and Governance	4.1/1 – 4.1/12
4.2.	Olympic Park Energy Centre and Community Energy Networks (EC&CEN) CHP System Report of Manny Lewis Chief Executive	4.2/1 – 4.2/9
5.	FOR INFORMATION ONLY	
5.1.	Olympic Land Team Update Report of Gareth Blacker, Director Olympic Land Team	To follow
6.	Close of meeting	-

Date of next meeting: **22 November 2007**

Debbie Adams

Director of Law and Governance

Secretary to the Board

0207 593 8375

xxxxxxxxxxx@xxx.xxx.xx

If you require special facilities or would like further information,
please contact:

Catherine Leonard

Committee Co-ordinator

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catherineleoxxxx@xxx.xxx.xx

MAYOR OF LONDON

Agenda

LONDON
DEVELOPMENT
AGENCY

Meeting: **Olympic Delivery Committee**

Date: 22 November 2007

Time: 09:00 – 11:00 a.m.

Place: Caparo House
101-103 Baker Street
London W1U 6LN

Palestra
197 Blackfriars Road
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Item	Subject	Page No.
1.	Chair's opening remarks	-
2.	Apologies	-
3.	Declarations of interest	-
4.	Minutes of meetings held on 9 July 2007 and 10 October 2007	4/1 – 4/9 4/1 – 4/5
5.	Action sheet	5/1 – 5/2
	FOR DISCUSSION	
6.	Legacy Progress Report - Olympic Land Team and Olympic Opportunity Team Report of Gareth Blacker, Director of Olympic Land and of Geoff Newton, Director of Olympic Opportunity	6/1 – 6/7
	FOR DECISION	
7.	IBC/MPC Update Report of Gareth Blacker, Director of Olympic Land	7/1 – 7/9
8.	Legacy Masterplan Framework Report of Gareth Blacker, Director of Olympic Land	8/1 – 8/6
9.	Close of meeting	-

Date of next meeting: **22 January 2008**

Debbie Adams

Director of Law and Governance

Secretary to the Board

020 7593 8524

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If you require special facilities or would like further information,
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MAYOR OF LONDON

Catherine Leonard

Tel. 020-7954 8134

catherineleoxxxx@xxx.xxx.xx

Agenda

LONDON
DEVELOPMENT
AGENCY

Meeting: **Olympic Delivery Committee**

Date: 1 February 2008

Time: 10:00 – 12:00

Place: Caparo House
101-103 Baker Street
London W1U 6LN

Palestra
197 Blackfriars Road
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Item	Subject	Page No.
1.	Chair's opening remarks	-
2.	Apologies	-
3.	Declarations of interest	-
4.	Minutes of meetings held on 22 November 2007	4/1-4/7
5.	Action sheet from the meeting held on 22 November 2007	5/1
	FOR INFORMATION	
6.	Progress on Establishing Olympic Legacy Team Verbal update of Tom Russell, Group Director – Olympic Legacy	-
	FOR DISCUSSION	
7.	Legacy Progress Report - Olympic Land Team and Olympic Opportunity Team Report of Gareth Blacker, Director of Olympic Land and of Geoff Newton, Director of Olympic Opportunity	7/1-7/5
8.	Legacy Masterplan Framework – Appointment of masterplanning team Report of Tom Russell, Group Director – Olympic Legacy	8/1-8/4
9.	International Broadcast Centre and Main Press Centre (IBC/MPC) Update Report of Tom Russell, Group Director – Olympic Legacy	9/1-9/5
10.	Clays Lane Option Agreement Report of Gareth Blacker, Director of Olympic Land	10/1-10/5
11.	Close of meeting	-

Date of next meeting: **26 March 2008**

Debbie Adams

Director of Law and Governance

Secretary to the Board

020 7593 8524

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If you require special facilities or would like further information,
please contact:

Meeting: **Olympic Delivery Committee**

Date: 26 March 2008
Time: 10:00 – 12:00
Place: Caparo House
101-103 Baker Street
London W1U 6LN

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Quorum for Committee meetings: **3 members (excluding Observers)**

Item	Subject	Page no
1.	Chair's opening remarks	-
2.	Apologies	-
3.	Declarations of interest	-
4.	Minutes of meetings held on 01 February 2008	4/1-4/6
5.	Action sheet from the meeting held on 01 February 2008	5/1-5/2
	FOR INFORMATION	
6.	Progress on Establishing Olympic Legacy Team Verbal update of Tom Russell, Group Director – Olympic Legacy	-
	FOR DISCUSSION	
7.	Legacy Progress Report - Olympic Land Team and Olympic Opportunity Team Report of Gareth Blacker, Director of Olympic Land and of Geoff Newton, Director of Olympic Opportunity	7/1-7/7
8.	Legacy Masterplan Framework Verbal update of Gareth Blacker, Director – Olympic Land	-
9.	International Broadcast Centre and Main Press Centre (IBC/MPC) Update Presentation of Gareth Blacker, Director of Olympic Land	-
10.	CompeteFor Update Report of Geoff Newton, Director of Olympic Opportunity	10/1-10/10
11.	ExCeL 2 Verbal update of Gareth Blacker, Director of Olympic Land	-
12.	Legacy Launch event Verbal update of Tom Russell, Group Director – Olympic Legacy	-

13.	Health & Safety Report Report of Tom Russell, Group Director – Olympic Legacy	13/1-13/2
14.	Any other business the Chair considers urgent	
15.	Close of meeting	

Date of next meeting: To be arranged (14 May 2008 date cancelled)

Debbie Adams

Director of Law and Governance

Secretary to the Board

020 7593 8375

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The LDA is committed to promoting disability equality. If you require special facilities or would like further information, please contact:

Helen Elderfield

Principal Governance

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